**Mason County Cemetery District One, Regular Meeting, January 16, 2023**

Commissioner KenVanBuskirk called the meeting to order at 4:01 PM at the HUB Center for seniors in Belfair, WA. Commissioner Debra Braz, Commissioner Jill Satran Loudin, Clerk Sharon Hankinson, and Asst. Clerk Paula Grande were in attendance. The minutes of the December 2022 Commissioners’ meeting were read. Debra moved to accept the minutes as read. Jill seconded and the motion passed.

The December treasurer’s report read $22,874.28 in the expense fund and $92,000.00 in the investment fund. Total revenue for November was $606.37.

Jill moved to accept the treasurer’s report. Debra seconded and the motion passed.

Vouchers were presented as follows:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 2023-01 | 01/16/23 | 12/07/22-01/06/23 | 63.35  | PUD #3 |
| 2023-02 | 01/16/23 | December Landscaping | 280.00  | HERNANDEZ LANDSCAPING |
| 2023-03 | 01/16/23 | Meeting Room Rental | 40.00  | The HUB Center for Seniors |
|  |  |  |  |  Faith in Action West Sound |
| 2023-04 | 01/16/23 | Reimbursement taxes | 367.20  | SHARON HANKINSON |
| 2023-05 | 01/16/23 | 4th quarter L&I | 14.35  | Washington State L&I |
|  |  |  |  |  |
| **Total for submitted vouchers** | **764.90**  |

Debra made a motion the vouchers be paid. Jill seconded and the motion passed.

 **Correspondence/Communication:**

* Sharon reported we have already had two burials this year.
* We received 3 letters from the Elections Dept. of the Mason County Auditor. The first was an explanation of how the ballot pamphlets are paid for. The second provided us with the required voter totals and resolution information. The third was a form to be filled out showing our elected officials and any income they receive as such.
* Sharon reported she and Paula filed the cemetery taxes for the 2022 financial year.

 **Unfinished Business:**

* Ken met with Richard Meek. He discussed ideas for clearing Twin Firs #5 section. Ken will talk to the county about how big of an area we can clear without applying for a permit. He will write up a proposal for the work that we can discuss at the next meeting before putting it out for bid. His guestimate for the clearing should not exceed $10,000.00.

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**New Business:**

* Sharon presented Resolution 01-2023 accepting Ken as the Chairperson for 2023 and Debra as the Vice Chair. Jill moved to accept Resolution 01-2023. Debra seconded and the motion passed.
* Sharon presented Resolution 02-2023 for the purpose of adding an additional eighteen gravesites to Twin Firs #2. They will be known as Twin Firs #2 Addition Lots 1-18. Jill moved to accept Resolution 02-2023. Debra seconded and the motion passed.

Next meeting 4PM February 20, 2023, at the HUB.

Jill moved to adjourn. Debra seconded the motion. The meeting was adjourned at 4:31 PM.

**Commissioners:**

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**Clerk**