**Mason County Cemetery District One, Regular Meeting, November 15, 2021**

Commissioner Ken VanBuskirk called the meeting to order at 4:23 PM at the HUB Center for seniors in Belfair, WA. Commissioner Debra Braz , Commissioner Jill Loudin, Clerk Sharon Hankinson,and Assistant Clerk Paula Grande were in attendance.. COVID 19 guidelines for social distancing were observed.

The minutes for the October 18, 2021, meeting were read. Jill moved to approve the minutes as read. Debra seconded and the motion passed.

The October treasurer’s report read $25,689.26 in the expense fund and $72,000.00 in the investment fund. Total revenue for October was 10,275.00.

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

Vouchers were presented as follows:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 2021-43 | 11/15/21 | October Landscaping | 500.00  | HERNANDEZ LANDSCAPING |
| 2021-44 | 11/15/21 | 10/07/21-11/05/21 | 52.31  | PUD #3 |
| 2021-45 | 11/15/21 | Meeting Room Rental | 40.00  | The HUB Center for Seniors |
|  |  |  |  |  Faith in Action West Sound |
| 2021-46 | 11/15/21 | Legal notices for 2022 bdgt | 121.50  | Shelton Mason County Journal |
| 2021-47 | 11/15/21 | 2022 Post Office Box Fee  | 118.00  | USPS Belfair, WA |

|  |  |  |
| --- | --- | --- |
| **Total for submitted vouchers** |   |  $831.81  |

Jill made a motion to pay the vouchers. Debra seconded and the motion passed.

 **Correspondence/Communication:**

* We received a letter from the County Elections Department addressed to the Chairperson concerning the cost distribution of the election pamphlet. Ken will contact them to find out what it means for us..

**Unfinished Business:**

* Sharon presented a sample letter of the one she will mail to lot owners concerning the regulations. She will try to mail them all at one time to the list of people who are obviously in non-compliance.
* Paula did not have anything to report as far as the estimates to locate the survey pins in Twin Firs #5.

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 **New Business:**

* Sharon presented Ordinance Resolution 05-2021 requesting levy tax money for the operation of the district. Jill made a motion to accept Ordinance Resolution 05-2021 as corrected. Debra seconded and the motion passed.
* Sharon presented Resolution 04-2021 for Adoption of the Budget for 2022. Debra moved to accept Resolution 04-2021. Jill seconded and the motion passed.

Jill moved to adjourn. Debra seconded the motion. The meeting was adjourned at 5:52PM.

Next meeting December 20 at the HUB

**Commissioners:**

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**Clerk**