

Okanogan County Cemetery District 2
Beaver Creek Cemetery
September 14, 2026

Minutes

1. Open Meeting

Jane Surface called the meeting to order at 5:56 p.m. at Cascade Bible Church, 1119 E. Methow Valley Highway, Twisp. Commissioners Jane Surface, Deb Reynaud, and Carol Gaston were present, along with Cemetery Manager Leone Edson and Secretary Lisa Wallis. Sexton Jim Melton was absent.

correction - Leone not at mtg L.W.

2. Approval of Minutes

Two corrections were made:

4. Financial Statement

- ...donation **should** (rather than **can**) be used...

7. Current Month Voucher Review

- Other 3-8 for **\$3,572.31** (rather than **\$3,374.40**)

Deb made a motion to accept the corrected Minutes. Jane seconded. Passed. Signed.

3. Year-to-Date Budget Report (Expenditures)

The commissioners reviewed the Expenditure Report. The report showed that 55.7% of the budget has been spent.

4. Financial Statement, Deposits/Receipts and Year-to-Date Budget Report (Revenue)

The commissioners reviewed, matched, and signed two deposit slips and the corresponding receipts for cemetery fees from Precht Rose Chapel, Inc. (\$200) and Gregory and Laura Grimstad (\$300).

5. Previous Month Paid Invoice Report

The commissioners reviewed, matched, and initialed the previous month's paid invoices.

6. Current Month Voucher Review

The September 14, 2026 voucher totaled \$3,310.26, consisting of Payroll 1-3 for \$1,910.18 and Other 3-8 for \$1,400.08.

Carol moved to approve payment of the September voucher, and Jane seconded the motion. The commissioners and secretary signed the voucher.

7. Reimbursement Forms

Deb requested reimbursement for a DeWalt sander (\$182.10) and rubber mower ramps (\$81.29). Jane moved to approve the reimbursement, Carol seconded the motion, and the motion passed. The commissioners signed the claim forms.

8. Old Business

Land Sale Update – Leone reported that Chris Johnson, MSRF, had called to confirm that only one of the two grant applications was approved. He will proceed with the appraisal to determine the property's value before the sale moves forward.

2027 Budget – Deb provided the commissioners with a preliminary 2027 budget and requested their input. Suggestions included increasing the pay rates for the cemetery manager, caretaker, and secretary. Lisa will

submit a legal notice to the Methow Valley News stating that the Board will consider and approve the 2027 calendar-year budget. *at the Oct. Regular board mtg. L.W.*

Adding Minutes to the Website – Lisa will add the corrected and signed Minutes to the website.

Picking up Checks – Deb will pick them up on Thursday after 10:30am.

Full Burial Fees (\$200) – already on website; listed as Full Burial Cemetery Service Fee.

K.O.D. Services – Because *K.O.D. did not provide any services in Aug. L.W.* K.O.D. Services did not respond to multiple contact attempts, the District ended its caretaker services. Leone will confirm that K.O.D. employee Marty was paid. Larry Karvoski will finish the season and has repaired sprinklers and the mower. October work will be limited to blowing out the water lines and preparing the two mowers for winterization.

9. New Business

New Caretaker – The commissioners discussed whether to divide the caretaker position into separate roles and whether to increase the pay rate.

Gas Cards – The old gas cards were canceled, and new cards were authorized. The commissioners signed an updated Fuel Card Agreement.

Annual Laptop Cleanup – Deb will ask The Floyd Company to confirm the schedule for the annual laptop cleanup and backup. *Discussion that cleanup will be done in Nov. we will receive a confirmation email. L.W.*

Credit Card Agreement – The commissioners signed the updated Credit Card Agreement, Resolution 37, including revised limits. *A motion was made to approve the increase by Cashmere Valley Bank from \$500 to \$1000 for cemetery mgr. 2nd and passed L.W.*

Sheds – The commissioners will schedule a date for cleaning the sheds.

10. Staff In-Sight

In a written statement submitted while she was out of the country, Leone reported that Marcus did a good job digging and that River Valley did a good job setting 10 headstones.

11. Board Wisdom

12. Public Comment

13. Calendar of Events

14. Burials

8/15/2026 Charles Delbert Prewitt (full burial)

8/15/2026 Dean Shaw (memorial service/marker only)

8/23/2026 Ann Henry and Jane Henry (cremations)

9/6/2026 Jill Wagoner Freeze (cremation & headstone)

15. Adjournment

Carol moved to adjourn the meeting at 7:02 p.m., Jane seconded the motion, and the motion passed.

16. Next meeting

The next meeting will be held at 6:00 p.m. on Monday, October 12, 2026, at Cascade Bible Church.

Jane Surface

Jane Surface, Commissioner

Deb Reynaud

Deb Reynaud, Commissioner

Carol Gaston

Carol Gaston, Commissioner

Lisa Wallis

Lisa Wallis, Secretary