

MINTURN CEMETERY DISTRICT  
REGULAR MEETING MINUTES  
September 12, 2023

Members Present:

Art Chavez  
John Sheehan

Members Absent:

Stephen Jones

Staff:

Sidney Harrington  
Ray Sforzo  
Peggy Peters

I. CALL TO ORDER

Art called the regular meeting to order at 4:09 p.m. at the Riverview Cemetery Mausoleum, Minturn, CO.

II. ROLL CALL

John, Art, Ray and Sidney were present. Stephen was out of town and unable to attend.

III. PUBLIC COMMENTS

n/a

IV. APPROVAL OF MEETING MINUTES

Art motioned to approve the meeting minutes from the august 15th, 2023 regular meeting, John seconded, and all were in favor.

V. DISCUSSION

A. Cemetery Shade Tree Planting Proposal:

Board and staff continued the tree planting discussion from the September regular board meeting. John missed the conversation last week but agrees with the direction of making every effort to add more shade in the cemetery. John suggested that it would be wise to experiment with the soil in the upper cemetery by only planting a couple of trees to see if they thrive in the poor soil. Staff will continue to look into strategically placing trees in the lower and upper cemetery. Art and Stephen stated at the September meeting that they are in support of

adding more trees as our community water resources continue to be restricted and conserved and John 100% agrees that the cemetery needs to look for creative landscaping solutions.

B. Rules and Regulations Revision Discussion:

Every couple of years, we review and make changes to our cemetery rules and regulations. Staff has brought a couple of issues to the board regarding double headstones and monument sizing. Staff is concerned with further defining exact sizing for memorial headstones and inurnments so that patrons have more clear instructions when designing their headstones with monument companies. Staff would like to also amend the current rule in Section IV for double headstones that are placed on side-by-side plots. There has been a recent trend for patrons to install these large stones prior to casket burials going in the ground. Working around a large headstone to excavate grave spaces for casket burials, especially in wintertime, is an extra burden for staff and we would like to change the rule so that double headstones can only be installed AFTER casket burials are placed.

Sidney also reported to the board that processing credit cards has become burdensome for the office to accept. Recently, it took more than two hours to attempt to troubleshoot the new FirstBank credit card system, Clover, which did NOT successfully update due to technical difficulties with the cemetery office email address. Sidney asked the board if they would agree to only accepting personal checks and money orders moving forward and all agreed.

C. Wildlife Game Cameras:

Ray met with Matt at Superior Alarm, the current security system provider for the cemetery, and identified several appropriate locations to install game cameras that would be on a motion sensor. Ray is waiting for an estimate and hopes to present it to the board at the next meeting.

John motioned to adjourn the regular meeting and go into executive session at 5:13pm, Art seconded and all were in favor.

- A. EXECUTIVE SESSION pursuant to C.R.S. 24-6-402(4)(b)(e) – to have a conference with an attorney to receive legal advice on specific legal questions; develop a negotiating strategy and instruct negotiators regarding: Town of Minturn municipal code demand for abatement.

John motioned to adjourn the executive session at 5:43pm, Art seconded and all were in favor.

VI. BILL PAYING

The following electronic funds transfers were made:

n/a

The Following check payments were made:

9/12/2023	3292	Anderson Notarianni McMahon LLC	1,463.00
9/12/2023	3293	CenturyLink	272.62
9/12/2023	3294	Eagle Beaver Tree Service	1,400.00
9/12/2023	3295	ERWSD	5,374.26
9/12/2023	3296	Firkins Garage Doors Inc.	315.00
9/12/2023	3297	Firstbank	373.33
9/12/2023	3298	The Home Depot	61.58
9/12/2023	3299	Mountain Valley Ventures, Inc.	4,192.00
9/12/2023	3300	Peggy Peters	1,344.00
9/12/2023	3301	RD Trucking LLC	50.00
9/12/2023	3302	Rocky Mountain Custom Landscapes	19,927.90
9/12/2023	3304	Sidney Harrington	4,050.00
9/12/2023	3303	Sforzo Enterprises, Inc.	4,525.00
9/12/2023	3306	Vail Valley Landscape Supply	375.00
9/12/2023	3305	Vail Honeywagon	55.00
9/12/2023	3307	Xcel Energy	210.55
9/12/2023	3308	Zehren and Associates, Inc.	3,022.47

VII. FUTURE AGENDA ITEMS

Old Edwards Cemetery, tree plantings, Shed building project

VIII. ADJOURNMENT

At 6:03 p.m. John motioned to adjourn the regular board meeting, Art seconded and all were in favor.

**The next regular board meeting date and time will be October 10th at 4 pm.**

Respectfully Submitted:  
Sidney Harrington  
Administrator

ATTEST:

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Stephen Jones  
Minturn Cemetery District  
Secretary/Treasurer