

**ESCALANTE CEMETERY MAINTENANCE DISTRICT  
DECEMBER 4, 2023  
REGULAR MEETING - 6:00 P.M.  
ESCALANTE CITY COUNCIL CHAMBERS - 56 NORTH 100 WEST**

Board Chair Melani Torgersen called the meeting to order at 6:00 p.m. in the Escalante City Council Chambers.

Present at said meeting were Board Chair Torgersen, Board Members Gene Quilter, Lisa Young, Jay Brooks City Recorder Stephanie Steed and City Treasurer Nancy Porter. Board member Terry Olsen was excused.

No one else was present.

Board Chair Torgersen led the Pledge of Allegiance.

**ADOPTION OF THE AGENDA**

**Board member Quilter moved to adopt the agenda as written. Board member Brooks seconded the motion. Motion carried with Board members Brooks, Quilter and Young voting aye.**

**APPROVAL OF THE MINUTES OF Nov. 6, 2023 MEETING**

**Board member Young moved to approve the minutes of the November 6, 2023 meeting as written. Board member Quilter seconded the motion. Motion carried with Board members Brooks, Young and Quilter voting aye.**

**OPEN PUBLIC HEARING**

**Board member Quilter moved to open the Public Hearing at 6:01 p.m. Board member Brooks seconded the motion. Motion carried with Board members Quilter, Young and Brooks voting aye.**

Board Chair Torgersen explained the Public Hearing.

**PROPOSED 2024 BUDGET**

Board Chair Torgersen explained the Budget. There were no Public Comments at this time.

**RESOLUTION 2023-03-ALTERNATE MEMBERS**

Board Chair Torgersen explained Resolution 2023-03. There were no Public Comments at this time.

**RESOLUTION 2023-04-ELECTRONIC BOARD MEETING POLICIES AND PROCEDURE**

Board Chair Torgersen explained Resolution 2023-04. There were no Public Comments at this time.

**CLOSE PUBLIC HEARING**

**Board member Young moved to close the public hearing at 6:05 p.m. Board member**

Brooks seconded the motion. Motion carried with Board Members Brooks, Young and Quilter voting aye.

**ADOPT PROPOSED 2024 BUDGET**

Board member Young moved to adopt the 2024 budget. Board Member Quilter seconded the motion. Motion carried with Board Members Young, Quilter and Brooks voting aye.

**DECISION ON RESOLUTION 2023-03-ALTERNATE MEMBERS**

Board member Young moved to approve resolution 2023-03. Board Member Quilter seconded the motion. Motion carried with Board Members Quilter, Young and Brooks voting aye.

**DECISION ON RESOLUTION 2023-04-ELECTRONIC BOARD MEETING POLICIES AND PROCEDURE**

Board member Young moved to approve resolution 2023-04. Board Member Brooks seconded the motion. Motion carried with Board Members Brooks, Young and Quilter voting aye.

**SCHEDULED ITEMS**

**ESCALANTE CEMETERY MAINTENANCE DISTRICT BOARD CHAIR FOR 2024**

Board member Quilter moved to appoint Board Member Melani Torgersen as Board chair for 2024. Board member Brooks seconded the motion. Motion carried with Board members Quilter, Young and Brooks voting aye.

**ESCALANTE CEMETERY MAINTENANCE DISTRICT BOARD CHAIR PRO-TEMP FOR 2024**

Board member Quilter moved to appoint Board Member Lisa Young as Board Chair Pro-Temp for 2024. Board Member Brooks seconded the motion. Motion carried with Board members Quilter, Brooks and Young voting aye.

**SURPLUS BIDS**

City Treasurer Porter opened the bids. City Treasurer said there is one bid for truck for \$200.00 and one bid for the Lawn Mower for \$97.99

Board member Brooks moved to accept the bid for the 1979 GMC truck for \$200.00 and the John Deer Lawn Mower for \$97.99. Board member Quilter seconded the motion. Motion carried with Board members Brooks, Quilter and Young voting aye.

**BOARD MEMBER TERM**

Board terms were discussed. City Recorder Steed explained the terms.

**BOARD REPORTS**

**BOARD CHAIR TORGENSEN**

Board Chair Torgersen had nothing at this time.

**BOARD MEMBER OLSEN**

Board member Olsen was not present at said meeting.

**BOARD MEMBER BROOKS**

Board member Brooks had nothing at this time.

**BOARD MEMBER QUILTER**

Board member Quilter had nothing at this time.

**BOARD MEMBER YOUNG**

Board member Young had nothing at this time.

**Board member Brooks made a motion to adjourn the meeting at 6:18 p.m.**

**Board member Quilter seconded the motion. Motion carried all in favor.**

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**Nancy Porter, City Treasurer**

Minutes Approved March 4, 2024