

**Minutes of Meeting  
Cemetery Obligations  
March 13, 2014  
11:00 a.m.**

The Kootenai County Board of Commissioners: Chairman Todd Tondee, Commissioner Dan Green, and Commissioner Jai Nelson met to discuss the following agenda items. Also present were Parks and Waterways Director Nick Snyder, Civil Deputy Prosecuting Attorney Jamila Holmes, and Deputy Clerk Brandie Bradley.

- A. Call to Order:** Chairman Tondee called the meeting to order at 11:02 a.m.
- B. Introductions:** There were no introductions made.
- C. Changes to the Agenda:** There were no changes made to the agenda.
- D. Old Business:** There was no old business discussed.
- E. New Business:**

Civil Deputy Prosecuting Attorney Jamila Holmes advised the Board that Kootenai County is the default owner of at least four (4), maybe five (5), public cemeteries, which include:

  - Medimont Cemetery
  - Kootenai County (Seltice) Cemetery
  - Lane Cemetery
  - Rose Lake Cemetery
  - Rimrock Cemetery

Ms. Holmes explained to the Board that Kootenai County is the default owner of these cemeteries, as deeded to the communities in which they are located, but another public agency does not exist to manage these properties. The Board discussed with Ms. Holmes the County's responsibilities for maintaining and operating these cemeteries. Ms. Holmes advised the Board that passive fencing and signage would be appropriate, along with grounds and facilities maintenance but, as no plot maps exist, future burials should be prohibited.

Parks and Waterways Director Nick Snyder informed the Board that his office made contact with the local funeral homes and determined that minimal requests are made annually to be buried at these locations. The funeral homes have a list of sextons or gatekeepers that they contact when a request is received to arrange the burials. Mr. Snyder explained to the Board that it is unknown if there are pre-purchased or promised burial sites at any of these locations. Ms. Holmes advised that she is not aware of any individuals that have legal claim to these properties, but that there may be a perceived right by some parties.

The attendees discussed that surveying has been completed at the Rose Lake Cemetery and that progress has been made on adjusting the boundaries for this property and making the necessary legal corrections. Surveying has not been completed at the other four (4) locations and Mr.

Snyder was directed to work with County Surveyor Rod Jones to get surveying completed at the other locations. The Board also directed Mr. Snyder to contact the sextons/gatekeepers and advise that the County will be surveying these locations. Once the surveying has been completed meetings will be scheduled with the sextons/gatekeepers to discuss the findings and future management of these cemeteries.

**F. Staff Reports:** There were no staff reports.

**G. Public Comment:** This section is reserved for citizens wishing to address the Board regarding a County related issue. There was no public comment.

The meeting was adjourned at 11:30 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

TODD TONDEE, CHAIRMAN

BY: \_\_\_\_\_  
Brandie Bradley, Deputy Clerk

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