



CLAY STREET CEMETERY COMMISSION
REGULAR MEETING AGENDA – AUGUST 2, 2023, 5:00pm
HELD VIA [ZOOM WEBINAR](#) AND
IN FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA



1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF REGULAR MEETING MINUTES - July 5, 2023
4. APPROVAL OF AGENDA
5. CITIZENS COMMENTS
6. COMMUNICATIONS TO COMMISSION
7. COMMISSION SEAT TERMS
 - a) Seats A & F – Expiring August 2023
 - b) Seat B – Resignation of M. Gibson
8. EVENTS & PUBLIC RELATIONS
9. UNFINISHED BUSINESS
 - a) Sample Sign Layout
 - b) Quiring Monument Orders
 - c) Dandelions
 - d) Ants
 - e) PVC Crosses
10. NEW BUSINESS
 - a) Henry Irving GPS survey of Pioneer Section (7/24/23)
 - b) Signage request to City re: parking
 - c) Reimbursements
 - i. A. Kilbourn. Total reimbursement of \$82.59 for two purchases:
 1. \$65.61 for three tubs of adhesive/sealant (\$21.87/ea). Fairbanks Block & Building Materials. 7/10/23
 2. \$16.98 for two cans of orange marking paint (\$8.49/ea). AIH. 7/10/23
 - ii. J. Richardson. Total reimbursement of \$112.12 for several items:
 1. Steel tamper: \$54.98
 2. Stake flags: \$10.97
 3. Marking paint: \$9.98
 4. Silicone: \$29.92 (qty. 4 @ \$7.48/ea)
 5. Insect repellent: \$6.27
11. REFERENCE MATERIALS
 - a) July 2023 Room Rental Tax Balance Report
 - b) July 2023 Capital Projects Fund Balance Report
12. OPEN AGENDA
13. NEXT MEETING DATE – September 6, 2023
14. ADJOURNMENT



CLAY STREET CEMETERY COMMISSION
REGULAR MEETING MINUTES – JULY 5, 2023
HELD VIA [ZOOM WEBINAR](#) AND
IN FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA



The **Clay Street Cemetery Commission** convened at 5:01 p.m. on the above date to conduct a Regular Meeting at the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska, and via teleconference with **Chair Aldean Kilbourn (Seat C)** and with the following members in attendance:

Members Present: George Dalton, Seat A
 Michael Gibson, Seat B
 Janet Richardson, Seat D
 Julie Jones, Seat E
 Amy Stratman, Seat G (via Zoom)

Absent: Karen Erickson, Seat F
 Jeff Jacobson, Public Works Director

Also Present: Colt Chase, Deputy City Clerk

APPROVAL OF MEETING MINUTES

a) Regular Meeting Minutes of June 7, 2023

J. Richardson, seconded by **G. Dalton**, moved to APPROVE the meeting minutes.

Chair Kilbourn took a voice vote on the motion to APPROVE the minutes and all members voted in favor.

APPROVAL OF AGENDA

Chair Kilbourn added one item to the agenda under New Business [item 9(a)ii.] J. Richardson reimbursement of \$22.44 for three containers of concrete adhesive (\$7.48/ea.) from Home Depot on 7/3/23.

Chair Kilbourn also advised changing the description of the item 9(a)i.3. to “concrete adhesive.”

J. Jones, seconded by **M. Gibson**, moved to APPROVE the agenda, as Amended.

Chair Kilbourn took a voice vote on the motion to APPROVE the Agenda, as Amended, and all members voted in favor.

CITIZEN’S COMMENTS – None

COMMUNICATIONS TO COMMISSION

Two emails, received by J. Richardson, were shared:

1. *From Tom Martellone, Great Nephew of Liberta Saivetto Murphy for whom a stone was placed a few weeks ago: “Janet, I cannot thank you enough on behalf of my family for putting a memorial in place for my great great grand aunt. I have reached out to her granddaughter to let her know about the tombstone. Your work in putting stones in place not only helps memorialize our family member's existence, but it also provides information for generations to come and future genealogists. For that, we are extremely grateful. Please pass our thanks along to all parties involved that helped make this happen!”*
2. *From Donna Fraser, descendent of the Vachon Family, for whom stones were placed a few weeks ago. They had received pictures of the markers for their five family members. “You all need to give yourselves a big pat on the back, everyone who has had a part in all of this have done a fabulous job! Thank you so much from the bottom of my heart!”*

EVENTS & PUBLIC RELATIONS

A copy of a recent Facebook post on the City of Fairbanks page, highlighting the Air National Guard Volunteer Work Day from June 8, 2023, was shared. Social media reactions and comments were unanimously positive. **Chair Kilbourn** recapped efforts to have this event and others, such as the last cemetery tour, shared via an article in the Fairbanks Daily News-Miner (FDNM).

Members discussed the upcoming workdays of July 10 and 11 and volunteer needs. **Chair Kilbourn** stated that she had dropped off an additional bag of about 50-60 flags to American Legion Post 57 on South Cushman. She stated that the flags were appreciated and that clearing the space also made room for the recently completed PVC crosses.

UNFINISHED BUSINESS

a) Sample Sign Layout

Two sample sign layouts had been shared in the agenda packet. **J. Jones** provided an updated version of the sign pertaining to the Vachon family, which included an expansion of the map graphic to highlight more detail regarding the associated locations of Dawson, Tolovana, etc. The updated image also corrected the final word “parish” to “perish.” Design elements of the sign were discussed and unanimously supported.

J. Jones, seconded by **M. Gibson**, moved to approve the Vachon sign design and wording to go to print.

Chair Kilbourn took a voice vote on the motion to APPROVE the Vachon sign design and wording to go to print, and all members voted in favor.

J. Jones discussed the second sign, which contained aerial images of the cemetery. The verbiage had not yet been written, however the title over the narrative was tentatively planned as “Clay Street Cemetery Over the Years.” Members discussed design suggestions from the printer, but overall, there was consensus to approve the current draft image. **Chair Kilbourn** inquired if the drone operator, Mr. Potter, had any other images that might show the graves more clearly. She stated that all the media from Mr. Potter is available on a thumb drive, and she really likes how all three photos show Clay Street itself, with reference to the highway (or the street that eventually became the highway). **J. Jones** stated that she can review what is available from Mr. Potter’s files and see if there is a suitable alternative, which would show the graves better, or if there is simply a desirable fourth image that could be used. She spoke about the sawmill which exists in past photos, the history thereof, and how it would be nice to have a more recent image that shows that structure in its current state; she commented about possibly adding information about the building to the sign. She asked if M. Gibson had anything in particular that he would like to write for the sign, to which he declined. **Chair Kilbourn** requested that Deputy Clerk Chase include an update on the sign layout on the agenda for the August meeting.

b) Update on Quiring Monument Orders

J. Jones shared that the final 60 monuments were finished and ready to ship, but the company was finishing the two Johnston stones in order to ship them all together. She stated that update was from a couple weeks ago, so the markers should arrive soon.

c) Report on Air Force Volunteers Work Day on June 8, 2023

Chair Kilbourn gave a summary of the work performed. She reported that they were able to set 47 monuments by digging the holes, putting the rocks in, putting the cement base in, getting them glued, and then J. Richardson sealing them. She remarked that it was unbelievable how much they accomplished within the span of four hours. She expressed hope that something would come out in the FDNM soon. She commented that Dusty reacted to the Facebook post that Deputy Clerk Chase published.

d) Dandelions

Chair Kilbourn stated that the grass at the cemetery still needs to be treated, even though they [Public Works] have had the product since last fall. She expressed hope that it would be done soon. She noted, however, that when she was there the day prior, everything was mowed, edged, and there was not a dandelion in sight. She stated the cemetery looked fantastic, and she praised Public Works’ efforts in maintaining the property.

e) Ants

Chair Kilbourn shared that she learned there is a product which can be spread, but she is unaware if they are supposed to purchase it directly and spread it themselves, or if Public Works will do that. J. Richardson stated that Alex Lexa, from Public Works, told her that he was going to get it. **Chair Kilbourn** added that she was uncertain if it was something that could still be purchased in Fairbanks, or if stores were out of stock. She stated she has put a few things out in areas where they work, but ants have been bothering them.

f) PVC Crosses

J. Richardson provided an update, stating that Tim, the City Carpenter, completed all the crosses and added a wooden dowel or stake to the bases, so that force could be applied with a mallet or other tool to secure them in the ground without damaging the PVC. Members discussed options for what tool to use. **J. Richardson** stated that she has something in mind she believes will work. She shared that she and her husband plan to complete the task whenever they have time in the near future.

NEW BUSINESS

a) Reimbursements

- i. A. Kilbourn. Total reimbursement of \$125.88 for three purchases:
 1. \$59.96 for two garden edgers (\$39.98/ea.). Home Depot 6/8/23.
 2. \$39.96 for two shovels (\$19.98/ea.). Home Depot 6/8/23.
 3. \$25.96 for concrete adhesive. AIH. 6/13/23.
- ii. J. Richardson. Total reimbursement of \$22.44 for three containers of concrete adhesive. Home Depot. 7/3/23.

Chair Kilbourn gave a breakdown of recent purchases by Commission members. She stated she purchased two garden edgers, two shovels, and concrete adhesive for a total of \$125.88. She shared that J. Richardson purchased three tubes of silicone concrete adhesive for \$22.44.

J. Jones, seconded by **M. Gibson**, moved to APPROVE the reimbursement of \$125.88 to Chair Kilbourn and the reimbursement of \$22.44 to J. Richardson, for a total of \$148.32 for the four presented receipts, using funds from bed tax funds.

Chair Kilbourn took a voice vote on the motion to APPROVE the reimbursements, and all members voted in favor.

Chair Kilbourn pointed out that there will be a need for more silicone concrete adhesive in the near future once they deplete their current stock, so they should expect to see additional similar reimbursements later this season. **J. Jones** stated that these smaller purchases are part of the language in their Bed Tax Grant, and reimbursements for these kinds of supplies are perfectly acceptable and to be expected.

REFERENCE MATERIALS

a) June 2023 Room Rental Tax Balance Report

Deputy Clerk Chase informed the Commission that the report in the packet was generated prior to a check for \$15.50 being issued to A. Stratman for an approved reimbursement. **Chair Kilbourn** reviewed line items on the report that occurred since the previous meeting, including \$700 for the GPR service and two reimbursements for J. Richardson. **J. Jones** noted that with this transaction and the reimbursements that were just approved, the balance for the Room Rental Tax (aka bed tax) account, is now at \$7,503.18.

b) June 2023 Capital Projects Fund Balance Report

Chair Kilbourn spoke to the remaining balance of \$9,314.27. She stated she thought the funds had already been spent on the current outstanding monument order. **J. Jones** clarified that the incoming order was paid for with the previous year's funds. She stated that some of the funds will be spent on the names that Commission members are researching and preparing for submission.

Deputy Clerk Chase reported that after the June meeting, he reached out to Quiring Monuments to check on the status of their account. He stated he inquired about any outstanding invoices, and there were none. **Chair Kilbourn** asked if the Commission needs to spend the account funds prior to October, and Deputy Clerk Chase replied that it is a good problem to have." **J. Jones** added that the Commission also needs to spend the bed tax funds on approved expenses by the same time. **Chair Kilbourn** spoke to the need to purchase more concrete bases and stated that there will soon be expenses for the names currently being researched. **J. Jones** explained that the total amount of funds available will easily be spent on the names that are close to being ready for submission [30 from J. Richardson and 15 from A. Stratman], which will cost about \$11,250. She stated that some funds will be spent on concrete and pea gravel. She indicated that Quiring Monument orders could be more expensive in the future, with the increases in shipping, fuel, granite, etc. **Chair Kilbourn** asked Deputy Clerk Chase if he could contact J. Jacobson regarding any outstanding bills for the recent purchase of pea gravel. **J. Jones** noted that while there seems to be a lot of money available, it will go quickly, and when all things are accounted for, she estimates there will be only \$1,500 left at the end of the year. She stated she will request an estimate for 30 markers, so they can see how much prices have increased since 2022. She commented that she could go back to U.S.-based sources, but they have been using Quiring Monuments for years. **Chair Kilbourn** added that when you switch vendors, you have the added concern of an unknown quality. **J. Jones** agreed.

OPEN AGENDA

M. Gibson asked if the Commission had considered talking to Mayor Pruhs about getting on his radio show "Problem Corner." **Chair Kilbourn** responded that she had done that a few years ago. **J. Jones** stated that doing so would be a great way to get volunteers for placing the next 60 stones on future workdays. **Chair Kilbourn** shared the frustration of having individuals express interest in helping, but then when it is time to come out and help, they do not show up. She stated she would follow up with Dusty to see if the recent volunteers would be available again at the beginning of August, if there is another time they might be, or if there is another group they know

of that might be interested in helping. **J. Jones** added that she can also ask Jomo Stewart from Fairbanks Economic Development Corporation, and she can see about setting a date that works around their schedule.

Chair Kilbourn praised J. Richardson's recent technique of spray-painting designated spots that need work performed for the sake of volunteers who may not be familiar with the process. She stated it has made a huge difference in efficiency and quality of work compared to how they have done things in the past.

NEXT MEETING DATE

Chair Kilbourn confirmed that the next meeting is scheduled for August 2, 2023, at 5 p.m.

ADJOURNMENT

Chair Kilbourn declared the meeting ADJOURNED at 5:49 p.m.

Aldean Kilbourn, Chair

Colt Chase, Deputy City Clerk

Transcribed by: CC

Colt Chase

From: cityclerk
Sent: Tuesday, July 25, 2023 2:59 PM
To: Colt Chase
Subject: FW: Cemetery Map

City Clerk's Office

-----Original Message-----

From: Amy Stauner <amymstauner@live.com>
Sent: Tuesday, July 25, 2023 2:43 PM
To: cityclerk <cityclerk@fairbanks.us>
Subject: Cemetery Map

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

To Whom It May Concern,

Hello, I'm Amy M. Stauner. I volunteer with Billion Graves (www.BillionGraves.com) that has partnered with Family Search. My mission is to photograph and index (transcribe) every headstone in Fairbanks, North Pole and surrounding areas so the public can find their deceased relatives.

This email is to request a cemetery plot map that shows every gravestone/headstone. In order to ensure that every gravestone is photographed and indexed. Please feel free to contact me at (907) 322-3221 or via email at amymstauner@live.com if you have any questions.

Regards, and thank you for your time.
-Amy M. Stauner



Board Roster



Karen J Erickson

3rd Term Sep 01, 2020 - Aug 31, 2023

Appointing Authority Fairbanks City Council

Office/Role Member

Category Willing to research records and work at cemetery

Dais Seat Seat F



George Dalton

1st Term Sep 01, 2020 - Aug 31, 2023

Appointing Authority Fairbanks City Council

Office/Role Member

Category Willing to research records and work at cemetery

Dais Seat Seat A



Aldean Kilbourn

3rd Term Sep 01, 2021 - Aug 31, 2024

Appointing Authority Fairbanks City Council

Office/Role Member

Category Willing to research records and work at cemetery

Dais Seat Seat C



Julie Jones

3rd Term Sep 01, 2022 - Aug 31, 2025

Appointing Authority Fairbanks City Council

Office/Role Member

Category Willing to research records and work at cemetery

Dais Seat Seat E



Amy Stratman

1st Term Sep 01, 2022 - Aug 31, 2025

Appointing Authority Fairbanks City Council

Office/Role Member

Category Willing to research records and work at cemetery

Dais Seat Seat G



Janet Richardson

2nd Term Sep 01, 2022 - Aug 31, 2025

Appointing Authority Fairbanks City Council

Office/Role Member

Category Willing to research records and work at cemetery

Dais Seat Seat D



Jeff Jacobson

No Term

Appointing Authority Fairbanks City Council

Position Non-Voting Member

Office/Role Ex Officio

Category City Public Works Director Designee

Dais Seat N/A



Vacancy

Appointing Authority Fairbanks City Council

Office/Role Member

Category Willing to research records and work at cemetery

Dais Seat Seat B

Aldean,

This letter to is to inform you I am officially resigning my position as the seat B member of the Clay Street Cemetery Commission for the City of Fairbanks. Before I continue I want you and all of the other members to know that my decision to resign is certainly not due to any dissatisfaction with the Commission or any of the members of the Commission. I have enjoyed my years of service with all of you and I feel proud of the many accomplishments we have achieved together.

My motive for resigning is simply because I physically cannot perform the work needed to my own satisfaction. My new shoulder (titanium), prevents me from lifting the concrete bases, granite headstones, and bags of pea gravel. At 71 years of age I feel that I simply can't perform the duties of my position as I once did. It is time for someone younger and healthier to step in and put their "shoulder to the wheel" so to speak.

In closing I would like to express my fondest regards to all of the people I have had the privilege to work with for nearly a decade. First and foremost Aldean Kilborn who's dedication and leadership has been essential to the success of the Commission. Ditto to Jeff Jacobson, although not a seat holder on the Commission, his effort, support and enthusiasm has been equally critical to our mission. My Pioneer brother, and Pioneer sisters, George Dalton, Karen Erickson, and Janet Richardson, and of course Julie Jones, and Amy Stratman. All of you have selflessly given of your time and talents and you should be very proud of your accomplishments.

As I understand it, there is a person interested in serving on the Clay Street Cemetery Commission to fill my seat. Her name is Dawn Milligan. I have heard very positive endorsements about her and would suggest the City consider her as my replacement on the Commission.

Farewell my friends (not goodbye). Keep up the good work!

Michael E. Gibson, Seat B (retired).

CLAY STREET CEMETERY

EFF DATE	VENDOR NAME	DESCRIPTION	AMOUNT	BALANCE
02/01/22	CITY OF FAIRBANKS BED TAX	CLAY ST CEMETERY BED TAX	\$ 8,710.00	\$ 11,289.04
06/06/22	JANET RICHARDSON	REIMBURSE FOR CLAY ST CEMETERY	\$ (56.91)	\$ 11,232.13
06/06/22	JANET RICHARDSON	REIMBURSE FOR CLAY ST CEMETERY	\$ (33.58)	\$ 11,198.55
07/21/22	ALDEAN KILBOURN	REIMBURSE FOR CLAY ST CEMETERY	\$ (11.98)	\$ 11,186.57
07/21/22	ALDEAN KILBOURN	REIMBURSE FOR CLAY ST CEMETERY	\$ (17.16)	\$ 11,169.41
07/21/22	ALDEAN KILBOURN	REIMBURSE FOR CLAY ST CEMETERY	\$ (34.24)	\$ 11,135.17
07/21/22	LAHONTAN GEOLOGICAL	CLAY ST GPR SERVICES	\$ (2,100.00)	\$ 9,035.17
08/18/22	ALDEAN KILBOURN	REIMBURSE FOR CLAY ST CEMETERY	\$ (27.98)	\$ 9,007.19
08/18/22	FAIRBANKS PAINT & GLASS	PLEXIGLASS FOR CLAY ST CEMETERY	\$ (519.52)	\$ 8,487.67
08/18/22	FAIRBANKS PAINT & GLASS	PLEXIGLASS FOR CLAY ST CEMETERY	\$ (522.00)	\$ 7,965.67
08/18/22	NORTHLAND WOOD PRODUCTS	BUILDING SUPPLY FOR KIOSK	\$ (1,003.31)	\$ 6,962.36
09/15/22	FAIRBANKS PAINT & GLASS	PLEXIGLASS FOR CLAY ST CEMETERY	\$ (594.00)	\$ 6,368.36
09/15/22	HOME DEPOT CREDIT SERVICES	BUILDING SUPPLY FOR KIOSK	\$ (156.47)	\$ 6,211.89
09/15/22	HOME DEPOT CREDIT SERVICES	BUILDING SUPPLY FOR KIOSK	\$ (100.50)	\$ 6,111.39
09/15/22	HOME DEPOT CREDIT SERVICES	BUILDING SUPPLY FOR KIOSK	\$ (24.87)	\$ 6,086.52
09/15/22	HOME DEPOT CREDIT SERVICES	BUILDING SUPPLY FOR KIOSK	\$ (76.66)	\$ 6,009.86
09/15/22	FAIRBANKS PAINT & GLASS	PLEXIGLASS FOR CLAY ST CEMETERY	\$ (72.00)	\$ 5,937.86
09/30/22	PIIONEER OF ALASKA MENS IGLOO	CLAY ST CEMETERY DONATION	\$ 200.00	\$ 6,137.86
10/07/22	DOMENICO DONATION	PETER CONLEY HEADSTONE	\$ 300.00	\$ 6,437.86
10/10/22	FAIRBANKS PAINT & GLASS	PLEXIGLASS FOR CLAY ST CEMETERY	\$ (72.00)	\$ 6,365.86
10/13/22	QUIRING MONUMENTS INC	MONUMENT PILLOWS	\$ (3,800.00)	\$ 2,565.86
10/24/22	JASON GOULD	JOHNSTONE MARKERS	\$ 600.00	\$ 3,165.86
02/01/23	CITY OF FAIRBANKS BED TAX	CLAY ST CEMETERY BED TAX	\$ 8,305.00	\$ 11,470.86
05/11/23	HOME DEPOT CREDIT SERVICES	MATERIALS FOR CROSSES	\$ (2,799.44)	\$ 8,671.42
05/25/23	QUIRING MONUMENTS INC	PETER CONLEY HEADSTONE	\$ (250.00)	\$ 8,421.42
06/20/23	JANET RICHARDSON	REIMBURSE FOR CLAY ST CEMETERY	\$ (43.94)	\$ 8,377.48
06/20/23	JANET RICHARDSON	REIMBURSE FOR CLAY ST CEMETERY	\$ (10.48)	\$ 8,367.00
06/20/23	LAHONTAN GEOLOGICAL	CLAY ST GPR SERVICES	\$ (700.00)	\$ 7,667.00
07/06/23	AMY STRATMAN	REIMBURSE FOR CLAY ST CEMETERY	\$ (15.50)	\$ 7,651.50
07/20/23	ALDEAN KILBOURN	REIMBURSE FOR CLAY ST CEMETERY	\$ (99.92)	\$ 7,551.58
07/20/23	ALDEAN KILBOURN	REIMBURSE FOR CLAY ST CEMETERY	\$ (25.96)	\$ 7,525.62
07/20/23	JANET RICHARDSON	REIMBURSE FOR CLAY ST CEMETERY	\$ (22.44)	\$ 7,503.18

Clay Street Capital Projects - Account
11035011-9003

Date	Purchase Order	Description	Amount	Balance
2/27/2023		Budget - Reappropriation		\$9,314.27



Fairbanks Precast & Rebar

Address: 1122 Bradway Road, North Pole, Alaska 99705

PH: (907) 459-4820

Store 001

Ticket #: 16098

11/17/2022 4:01:29 PM

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FAIRBANKS PRECAST & REBAR

1122 Bradway Road
Fairbanks, AK 99705
Phone 907-459-4820 Fax 907-488-8300

Remit To Fairbanks Precast & Rebar
1040 O'Malley RD
Anchorage, AK 99515

Bill To: 415207
CITY OF FAIRBANKS
800 CUSHMAN ST.

Ship To: 800 CUSHMAN ST.

FAIRBANKS,AK 99701

SO#: Cashier: Fpr.Coun

FAIRBANKS,AK 99701

PO#: CLAY STREET CEMETERY - JULIE

Del Address: CLAY STREET CEMETERY

Item #	DESCRIPTION	UOM	QTY	PRICE	EXT PRICE
137070	MISC PADS 18" X 10" X 4" CEMETERY PAD	PD	64	46.000	2944.000
13DELIVERY	PRECAST DELIVERY DELIVER AND OFFLOAD	EA	1	300.000	300.000
				Subtotal:	3244.000
				TOTAL:	3244.000

Tender Name: Charge

*TERMS: BILLING CLOSES 30TH OF EACH MONTH (UPON APPROVAL OF CREDIT) NET 30 DAYS

*1% SERVICE CHARGE ON BALANCES OVER 30 DAYS, BUT NOT IN EXCESS OF LAWFUL MINIMUM

* RETURNS MUST BE MADE WITHIN 30 DAYS AND BE ACCOMPANIED BY THE ORIGINAL RECEIPT. A 20% RESTOCKING FEE WILL APPLY ON ALL RETURNS. *NO RETURNS ON SPECIAL ORDERS

*AS&G IS NOT RESPONSIBLE FOR ANY DAMAGE TO VEHICLES DURING GRAVEL OR PRODUCT LOADING.

Print Name: _____

Signature: *Phone Order JF*

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