

MEETING MINUTES
CEMETERY COMMISSION

Thursday, December 5th, 2019 at 6:00 p.m.

MEMBERS PRESENT: Rob Way, Brian Strey and Mike Pinch

OTHERS PRESENT: Gary Henke, Dave Morack, Randy Zehms, Chad Hoerth and
Jamie Walbruck

1. Call to Order – The meeting was called to order at 6:03 p.m..
2. Roll Call – Quorum present.
3. Discussion regarding Cemetery going forward – Gary Henke provided a brief summary of where things stand with the pending retirement of Cemetery Sexton Randy Zehms. Discussion ensued as to the feasibility of discontinuing the practice of having a city employed Cemetery Sexton operate the Floral Hill Cemetery and instead going with a private contractor to maintain the site and conduct activities associated with the burial process. Thereafter, deliberation took place over how to go about linking the contractor's cemetery and burial functions with interactions involving the consumer, the funeral homes, and the city's administrative requirements as owner of the cemetery. Mike Pinch motioned to proceed with having city staff develop an RFP designed to acquire submittals from contractors interested in performing all functions necessary in maintaining the Floral Hill Cemetery grounds and providing consumer related cemetery burial services for the site. Brian Strey seconded the motion. MC 3 – 0.
4. Any other matters – Rob Way put forth that the Cemetery Commission should meet on Thursday, January 9th, 2020 to discuss and possibly approve the content of the RFP relating to the contracting of services entailed in operating the Floral Hill Cemetery. All present agreed to meet at 6:00 p.m. on January 9th.
5. Adjournment – Motion to adjourn made by Mike Pinch. Second by Brian Strey. Meeting adjourned at 6:48 p.m..

Respectfully submitted,
Rob Way
Cemetery Commission Member