

**CITY OF NEW LONDON**  
**MINUTES OF CEMETERY COMMITTEE MEETING**  
**Thursday, February 6, 2020 @ 6:00 p.m.**

Members Present: Brian Strey, Rob Way, Mike Pinch  
Members Absent:

Others Present: Dave Morack, Chad Hoerth  
Jaimie Walbruch, Craig Hoffman - Tony's Cemetery Service

Chairman Strey called the meeting to order at 6:02 p.m.; Motion by Way seconded by Pinch to approve the agenda. *Motion carried by all*

Directors Memo: Nothing New to add.

Discussion of Randy Zehm Retirement: Randy gave his notice of retirement with a retire date of March 2<sup>nd</sup>, 2020. The cemetery commission thanked Randy for his years of service. Randy agreed to help out if there were any unexpected issues with the new contractor. *No motion was made on this item.*

Review bids for RFP: There was only one bid. The bid was from Tony's Cemetery Service. The bid was read by secretary Pinch and the bid of \$7000/month and the costs for extra services was discussed. It was decided that the bid was acceptable. *No motion was made on this item.*

Award bid: The commission did not award bid as a contract will need to be drawn up and approved by both parties and approved by attorney Luaders, at which point the contract will be awarded. *No motion was made on this item.*

Discuss equipment use and sale: Chad will have Luke take a look at the equipment at the cemetery. The Street Department can take any equipment that would help them out. A list of any remaining equipment will be put out for bid in the future. Maintenance of the existing cemetery building was discussed. Ted is to take a look at roof to determine life expectancy. *No motion was made on this item.*

Next month's agenda items: The next meeting will be held February 13<sup>th</sup> at 6 PM at City Hall. The purpose of this meeting will be to discuss the new contract provisions so that the bid can get approved. Other contract items to discuss include burial rates, grass heights, holiday grooming, opting out of contract, rental of building, and any other items that are thought of before the next meeting. A second meeting will be held February 27<sup>th</sup> at 6 PM to award contract. There being no further business a motion was made by Pinch and seconded by Way to adjourn the meeting at 6:50 p.m. *Motion carried by all.*

Brian Strey: Cemetery Committee Chair