

MEETING MINUTES
CEMETERY COMMISSION
New London City Hall
Monday, February 22, 2021 at 4:45 p.m.

MEMBERS PRESENT: Rob Way, Brian Strey and Laurie Shaw

OTHERS PRESENT: Craig Hoffman, Tracy Hoffman, Jamie Walbruck,

1. **Call to Order** – The meeting was called to order at 4:48 p.m.
2. **Roll Call** – Quorum present
3. **Approve Agenda**
 - a. **Motion** by Way / Strey to approve agenda as presented, motion unanimously carried
4. **Approve Minutes of Prior Meeting**
 - a. Minutes of January 21, 2021 – **Motion** by Way seconded by Strey, to approved the January 21, 2021 minutes as presented, motion carried
5. **Public Comment**
 - a. None
6. **Financials**
 - a. Approval of Year to Date Income / Expenses through January 31, 2021
 - i. **Motion** by Strey seconded by Way to approve year to date income / expenses, motion carried
 - b. Approval of Purchases / Invoices
 - i. None at this time
7. **Sexton Report**
 - a. **Vets Section Discussion with Local Groups**
 - i. Am Vets Meeting on February 4, 2021 at 6:30 p.m. at the Legion – got pushed back due to weather. Jamie and Rob to attend
 - ii. Legion Meeting on February 11, 2021 at 6:30 p.m. at the Legion – Bill Crowe contact – Jamie and Laurie to attend. Also ask follow-up questions about offer to “buff” bronze markers
 1. Jamie to contact Waupaca County Vets office and inquire about ownership and replacement of bronze markers if damaged in the “cleaning” process
 2. Jamie / Laurie talk to Bill Crowe about details of the project
 - iii. Additional meetings on
 1. 3/4/21 at the Legion, Rob and Jamie to attend
 2. 3/25/22 at the New London Senior Center, Brian and Jamie to attend
 - b. **New London Tree Service** – work is going well, almost done
 - c. **Plowing / Salting** – going well, Tony’s Cemetery Service is plowing regularly and salting hills
 - d. **Cemetery Fees – will be added to next agenda as official item**
 - i. Walbruck reported that other area cemeteries are charging fees for the following;
 1. Transfer fee – Hortonville charges \$25.00 / Clintonville \$25
 2. After hours’ fee (3 p.m. or later Monday – Friday) – Hortonville charges \$125
 3. Marking fee – Hortonville charges \$50.00 / Clintonville charges \$60.00 / Antigo charges \$50.00 / Oneida charges \$100
 - ii. Motion by Way / seconded by Strey to approve the following fees; headstone marking \$60.00, grave marking \$60.00, \$75.00 for all funerals starting at 3 p.m. or later, transfer fee \$25 and deed fee \$25.00. Will post prices info in newspaper (Missy / Laurie – Missy to find last similar posting) will begin new prices 30 days after newspaper ad runs. Missy to post on Facebook, website, letters to funeral homes and monument companies
 - e. **Hostas at entrance to cemetery** – group is looking into options for removal and what to put in place. Tony’s to get cost for grass and measure size of area

8. **Old Business**
 - a. Corner Grave Markers – in progress, starting to come in just need bolts, will install in spring
 - b. Tree Removal / Stump Grinding – in the works, almost done
 - c. Signage – locking case is here needs to be installed, group will decide on top 10 for sign order Hoeth is placing, Shaw e-mailed to Hoerth and will check status
 - d. Discuss usage of back gated area at cemetery with Chad Hoerth – scheduled joint meeting with Park & Rec Committee on 3/2/2021 at 4:45 p.m.
 - e. Other
 - f. Rules and Regulations for Cemetery – selected top items for signs, Shaw to condense / clean up and get to Hoerth so order can be placed, were approved at earlier meeting. Will review full rules at future meeting
9. **New Business**
 - a. Military medallion project
 - b. Discuss memorial project layout – Craig to work on design
 - c. Spring clean-up notice
 - d. Rob sent out donation procedure and naming info from Winnebago County
10. **Future Agenda Items –**
11. **Next Meeting Date** – 3/2/2021 at 4:45 p.m., joint with Parks & Rec and then normal meeting 3/23/2021 at 4:45 p.m.
12. **Adjournment** – motion to adjourn by Way / seconded by Shaw