

MEETING MINUTES
CEMETERY COMMISSION
Floral Hill Cemetery
Tuesday, June 29, 2021 at 4:45 p.m.

MEMBERS PRESENT: Brian Strey, Rob Way and Laurie Shaw

OTHERS PRESENT: Craig Hoffman, Tracy Hoffman, Jamie Walbruck and Missy Kempen

1. **Call to Order** – The meeting was called to order at 4:49 p.m.
2. **Roll Call** – Quorum present
3. **Approve Agenda**
 - a. **Motion** by Way / Shaw to approve agenda as presented, motion unanimously carried
4. **Approve Minutes of Prior Meeting**
 - a. Minutes of May 25, 2021 – **Motion** by Strey and seconded by Way, to approved the May 25, 2021 minutes as presented, motion carried
5. **Public Comment**
 - a. None
6. **Financials**
 - a. Approval of Year to Date Income / Expenses through May 31, 2021
 - i. Group questioned charge of \$322.08 for Street Department Wages and \$24.11 for Benefits. Missy will get details; commission does not think this is correct
 - ii. Motion by Stray seconded by Way to approve year to date income / expenses as is but with Kempen checking into \$322.08 / \$24.11 – if error to be corrected on financials by Treasurer, motion carried
 - b. Approval of Purchases / Invoices
 - i. None at this time
7. **Sexton Report**
 - a. Memorial Day service went well, approximately 100 people were there for about 45 minutes, bleachers seemed to be in a good spot
 - b. Many compliments on the cemetery from visitors over the holiday
 - c. As discussed at prior meeting Tony's dug and moved a family member that was in the wrong spot – family is now happy. Tony's to bill commission for work outside of scope of contract
 - d. There is a man who wants to sell his lots back to cemetery. Will review rules and add to next agenda for consideration
 - e. New Signs / Rules – Jamie to have yard signs created stating that new rules will be strictly enforced beginning 1/2/2022 and location of where rules that can be found; website or printed copy at the Sexton building
 - f. Septic holding tank alarm does not work, must be fixed. Jamie trying to find location of wire, will work on after Memorial Day
 - g. Water is standing in low area near caretaker building, Jamie to re-trench area and remove bushes
8. **Old Business**
 - a. Hostas at cemetery entrance – possible Show Choir fundraiser, Nicole Young to head up, to be completed by 7/31/2021 if not Tony's will remove when project begins
 - b. Corner Grave Markers – has all and will do after Memorial Day. Need to collect Ogdensburg's payment
 - c. Signage – they are here, getting additional sign to say enforcing 1/1/2022
 - d. Vets area layout / design – Craig is going further research and will bring to future meeting. Will need to determine who qualifies for this area and how we will lay out if more than 1 person in family to be buried – tabled for future
 - e. Status of cemetery fees – all notified and new fees are started, all is well
 - f. Rules and Regulations for Cemetery – according to the Police Chief and City Clerk no ordinance is needed to change rules

- i. Motion by Way, seconded by Stray to approve the new rules and regulations, motion unanimously carried
 1. Kempen to update website and facebook page
 2. Tony's to print new copies for handouts
 3. Jamie get draft of sign for notice of rule change, work with Missy / Laurie for proofing / wording
 - g. Mapping of Cemetery – Craig / Jamie and Missy are working on this, it is going well
 - h. Painting of Water Spigots – Tony's suggests painting each bright red so they are more visible, group agreed it's a good idea and that they can proceed then they have time - no action at this point, will be testing and working on it soon
- 9. New Business**
- a. Tree and Bench Donations – Way shared brochure from Winnebago County program and it was a great starting point
 - i. Jamie to contact Dean Hatterman owner of Dean's Tree Service and get tree pricing
 - ii. Missy to modify brochure with our information
 - iii. We will be able to offer the public some memorial options
 - b. WCCA Conference – annual conference held regionally for cemeteries cost of \$299.00 per person
 - i. Motion by Shaw and seconded by Way to pay for Craig and Jamie to attend this year's conference and cover mileage, motion unanimously carried
- 10. Future Agenda Items – buyback of graves and budget**
- 11. Next Meeting Date – Tuesday, August 3, 2021 at 4:45 p.m. at the New London City Hall**
- 12. Adjournment – Motion to adjourn by Way seconded by Strey, unanimously carried**