



**Cemetery Board
Minutes**

**2nd Floor Conference Room
City Hall**

August 23, 2017

Call to Order:

The meeting was called to order by Mr. Hammel at 4:09 P.M.

Board members present:

Mr. Jacob Hammel, City Department of Public Services Director
Mr. John Barrett
Mr. Carl "Bud" Heinowski
Ms. Carol Lackey

Board members absent:

Ms. Vicki Ladd

Also present were:

Mr. Frank Engle, City Sexton
Mr. Stephen M. French, City Clerk

Approval of Minutes

Mr. Barrett, seconded by Mr. Hammel, moved to approve the minutes of May 3, 2017 meeting as submitted. By a voice vote, the motion passed unanimously.

Public Comments

No comments were offered.

OLD BUSINESS

A. City Ordinance 2017-01 and Cemetery Rules

Mr. Engle stated city staff had attended the Michigan Association of Municipal Cemeteries conference in Frankenmuth, which provided valuable information, including the financial and

legal liabilities of publically owned cemeteries. Mr. Engle discussed the restriction that prohibited public entities from repairing monuments that may have been damaged or destroyed. Mr. Barrett noted the grave owners and their descendants were the owners of the monuments, and any repairs to the stones were the responsibility of the owners, and not the city.

Ms. Lackey noted historical organizations or other non-profit entities may provide some assistance with markers that are of historical significance or are markers that may memorialize a veteran or their family.

Mr. Engle also provided information received at the conference regarding headstone cleaning, underground radar services that determine exact grave locations, and eco-friendly or “green” burials.

NEW BUSINESS

A. Discussion of Cemetery Fee Schedule

Board members engaged in general discussion regarding the cemetery fee schedule that had last been updated in 2011. Mr. Barnett noted the city’s fees for cemetery services were comparable to other, municipal cemeteries in the area.

Mr. Hammel stated additional information on the fee schedule would be presented at the next Cemetery Board meeting.

Discussion was also held in regards to the ownership of grave sites and which family member is responsible, or permitted, to determine who is buried at that site. Mr. Engle noted the current city policy was to follow the Probate Court determination, if a conflict arose on the subject.

B. Road Improvements in the Cemeteries

Mr. Hammel reported spray patching had been completed on the roadways within both cemeteries at an approximate cost of \$8,000. Mr. Hammel stated city staff would continue to monitor the effectiveness of the spray patching to determine if it was a viable option for those roadways.

C. Next Meeting

After general discussion, it was determined the Cemetery Board meetings would begin at 4:15 p.m. based on the meeting length of Shade Tree Commission, which met prior to the Cemetery Board.

The next meeting of the Cemetery Board was scheduled for October 11, 2017 at 4:15 p.m.

Adjournment

Mr. Barnett, seconded by Mr. Heinowski, moved to adjourn the meeting. By a voice vote, the motion passed unanimously.

The meeting adjourned at 4:45 p.m.

Respectfully submitted,

Stephen M. French, MMC
City Clerk