



**Cemetery Board
Minutes**

**2nd Floor Conference Room
City Hall**

October 11, 2017

Call to Order:

The meeting was called to order by City Clerk French at 4:15 P.M.

Board members present:

Mr. John Barrett
Mr. Carl "Bud" Heinowski
Ms. Carol Lackey
Ms. Vicki Ladd

Board members absent:

Mr. Jacob Hammel, City Department of Public Services Director

Also present were:

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

Approval of Minutes

Ms. Lackey, seconded by Mr. Heinowski moved to approve the minutes of August 23, 2017 meeting as submitted. By a voice vote, the motion passed unanimously.

Public Comments

No comments were offered.

OLD BUSINESS

There was no Old Business items on the agenda

NEW BUSINESS

A. Expansion at Lakeview Cemetery

Mr. Engle reported there were only 40 graves that remained unsold at Lakeview Cemetery and approximately 10 of those graves were single grave sites. Mr. Engle recommended the Cemetery Board recommend city staff begin the process to expand the cemetery to include a city-owned parcel of land to the south of the existing cemetery. Mr. Engle distributed a draft layout of the expansion which would allow for the addition of nearly 6,000 new grave sites. Mr. Engle noted the expansion would be done in phases, as the city sold between 20 and 40 graves per year. Mr. Engle stated the first step would be to identify trees that could be harvested and begin to clear an access road in the expansion area.

Responding to a question from Mr. Engle, City Clerk French stated he would speak with Finance Director Bonnie Tew to determine if Cemetery Perpetual Care Funds could be used for cemetery expansion costs.

By consensus, the Cemetery Board agreed that an expansion was necessary at Lakeview Cemetery and encouraged city staff to begin planning for this project.

B. Discussion: Review faucets at cemeteries and remove extras

Mr. Engle recommended the Cemetery Board authorize the removal of inoperable water faucets throughout both cemeteries. Mr. Engle stated there were only a small number of faucets that were in use due to the regulations imposed by the Michigan Department of Environmental Quality (MDEQ) in 2016. Mr. Engle recommend the board permit staff to remove the non-working faucets to allow for easier mowing and to remove any trip hazards. Mr. Engle noted that if the water service was expanded in the cemeteries, the existing water lines would have to be replaced and new faucets would have to be installed.

Mr. Heinowski, seconded by Mr. Barrett moved to approve the staff recommendation to remove the inoperable water faucets throughout both cemeteries. By a voice vote, the motion passed unanimously.

C. Next Meeting

The next meeting of the Cemetery Board was scheduled for February 7, 2018 at 4:15 p.m.

Adjournment

The meeting adjourned at 4:52 p.m.

Respectfully submitted,

Stephen M. French, MMC
City Clerk