



**Cemetery Board
Minutes**

**2nd Floor Conference Room
City Hall**

August 1, 2018

Call to Order:

The meeting was called to order by Mr. Hammel at 4:18 P.M.

Board members present:

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

Board members absent:

Mr. John Barrett
Ms. Vicki Ladd

Also present were:

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

Information from City Sexton

Mr. Engle provided information on cemetery administration that was found on www.cemeteryconservatorsunitedstandards.org.

Public Comments

No comments were offered.

OLD BUSINESS

There was no Old Business items on the agenda

NEW BUSINESS

A. Rule Changes – Removal of Temporary Decorations

Mr. Engle provided information on a staff recommendation to require that all temporary decorations be removed from the city cemeteries by March 15th of each year. Mr. Engle stated that most of the temporary decorations left in the cemetery throughout the winter were in very poor condition in the spring. Mr. Engle noted the annual, spring clean-up of the cemetery could include the collection the temporary decorations that were left, as well as the leaves and brush. Mr. Engle noted the proposed rule change was consistent with the rules enforced in other municipal cemeteries in the area. Mr. Engle stated the city would provide notice to the public through social media, the city's website, and area media outlets, to inform the public of these changes.

Mr. Heinowski, seconded by Ms. Lackey, moved to amend the cemetery rules by adding a provision which required that all temporary decorations to be removed from the cemetery by March 15th of each year. By a voice vote, the motion passed unanimously.

C. Next Meeting

The next meeting of the Cemetery Board was scheduled for October 10, 2018 at 4:15 p.m.

Adjournment

The meeting adjourned at 4:45 p.m.

Respectfully submitted,

Stephen M. French, MMC
City Clerk