

Cemetery Board Minutes  
June 18, 2025  
City Hall Conference Room 2C  
Lake Geneva, WI 53147

Members Present: Chair Cathy Stoodley, Vice President Terry Krohn, Secretary Ruth Monico, new member Rick Bailey, Alderperson Linda Frame.

Also in attendance, Tom Earle, DPW and Bridgette Barry, from Kapur Engineering.

1. Meeting called to order at 4:01 pm.
2. Roll Call. All present. Rick Bailey was introduced as our new member on the Cemetery Board.
3. Comments from the public. Mr. Clifford has requested a discussion on placing a bench at the Family Gravesites in Oak Hill Cemetery. Motion made by Linda Frame and seconded by Terry Krohn to discuss Agenda #10 at this time. Motion passed 5-0.
10. Discussion followed as to where the bench would be positioned, the base of it and how it would be attached. Tom Earle suggested some ideas and the Cemetery Board approved. A motion was made by Linda Frame and seconded by Terry Krohn to approve a CUP for a concrete pad and bench per DPW regulations. Motion passed 5-0.
4. Approval of Cemetery Board minutes from May 21, 2025. Motion made by Linda Frame and seconded by Terry Krohn to approve the minutes, Passed 5-0.
5. Annual Election of Officers:
  - a. President, Cathy Stoodley. Motion made by Linda Frame and seconded by Terry Krohn to approve Cathy Stoodley for President. Motion passed 5-0.
  - b. Vice President, Terry Krohn, Motion made by Linda Frame and seconded by Ruth Monico to approve Terry Krohn as Vice President. Motion passed 5-0.
  - c. Secretary, Ruth Monico. Motion made by Linda Frame and seconded by Terry Krohn to approve Ruth Monico as secretary. Motion passed 5-0.
6. Review of City Ordinance pertaining to the Cemetery Board
7. Motion made by Linda Frame and seconded by Terry Krohn to accept the Monthly Financial Reports. Motion passed 5-0.
8. Review of Staff Liaison Report
9. Discussion to approve Kapur Task Order #40 Phase 1 Cemetery Roads/Drainage Improvements for \$51,852.00. Kapur will provide a report on the repaving of the cemetery roads. A map was provided that describes the roads to be paved, noting the green pathways. Capital improvements will cover the costs. Motion made by Linda Frame and seconded by Terry Krohn to approve Task Order #40. Motion passed 5-0.
10. Discussion/Recommendation regarding Clifford bench review took place after public comment.
11. Discussion to increase transfer fees due to the increased amount of time involved for research. Motion made by Linda Frame and seconded by Terry Krohn to research the transfer fee for Transfer form #2. Motion passed 5-0.
12. Pioneer Cemetery sign ordered and will be installed in the coming months.

13. Concerns regarding Oak Hill Cemetery: Discussion of the possibility of installing a FLOK camera at the entrance to the cemetery and the purchase of an additional storage shed for the DPW equipment.
14. Discussion regarding WAC Conference
15. Future agenda items: Pet Cemetery, Perpetual Funds, Cemetery Rules and Regulations
16. The meeting was adjourned at 5:45 pm.

Next meeting, Wednesday, August 20, 2025 at 4:00 pm.

Respectfully Submitted,  
Ruth Monico, Secretary.