

Lake Geneva Cemetery Board
Wednesday, September 20th, 2023 – 4:00pm
Lake Geneva City Hall - Upstairs Conference Room
626 Geneva Street, Lake Geneva, WI 53147

President-Mary Sibbing
Vice President-Terry Krohn
Secretary-Ruth Monico
Patrick Quinn
Council Liaison-Mary Jo Fesenmaier

Agenda

1. Meeting called to order
2. Roll Call
3. Comments from the public as allowed by Wis. Stats. 19.84(2), limited to items on this agenda. Comments will be limited to 5 minutes
4. Approve Cemetery Board meeting minutes from the Wednesday, August 9, 2023, meeting
5. Discussion/recommendation to review State Statute 157.115 (2) ***Abandonment of Cemetery Lots*** regarding lots not interred for over 50 years: possibility of this to be set aside for the budgeted Park Manager position for review and recommendation
6. Review/discussion/recommendation regarding an update from Sibbing on any input from Tom Earle on proposed updates to the existing Cemetery Rules/Regulations to include Pioneer Cemetery in order to complete the document
7. Review/discussion/recommendation regarding how the city should notify families of any damage to headstones
8. Review/discussion/recommendation on word definitions to integrate into the cemetery rules/regulations, i.e., plot, lot, site
9. Review/discussion/recommendation regarding Sibbing' attendance at the 2023 Wisconsin Alliance of Cemeteries Conference, the first WAC Conference attended for this Cemetery Board. Total cost = \$654 *excluding* mileage reimbursement
10. Review/discussion/recommendation on any possible budget items that need to be submitted for the 2024 City budget. Suggest an annual budgeted WAC Conference. Breakdown for 2023 conference -conference \$245, (excluding Cemetery Management Course, that would add approximately \$100); 2 nights Hotel \$309; Meals \$100. 2024 WAC Conference will be in Lake Geneva
11. Review/discussion/recommendation on proposed increase to Cemetery Board members from 5 to 7 as reviewed by FLR. Mary Jo to update
12. Review/discussion/recommendation on Tom Earle's DPW monthly report
13. Review/update/discussion on purchase of property adjacent to Oak Hill. On August 24, 2023, Comptroller reported that the city officially closed on the lots for the cemetery. Total cost \$91,271.63. Funded by the Perpetual Care Edward Jones Account. The current balance in Edward Jones, after the purchase of the lots is \$714,207.90
14. Future agenda items:

Review future costs of grave sites and fees.

Review comptroller financial reports every 2 months.

Follow up on Cemetery Rules and Regulations as an Ordinance for code enforcement once completed.

Cemetery design and header on the Cemetery Website.

Determine who will attend the 2024 annual conference of the Wi Alliance of Cemeteries

Consider the updated Cemetery Rules/Regulations for recommendation as an Ordinance for code enforcement once completed.

15. Set next meeting date/time

16. Adjournment