

CEMETERY BOARD MINUTES

Wednesday, June 21, 2023

Summer Solstice

Conference Room A, Lake Geneva City Hall

Meeting was called to order by President Mary Sibbing at 4:32 pm.

Roll call:

Present: Mary Sibbing, Terry Krohn, Ruth Monico (arrived at 4:40), Alderman Fesenmaier, Patrick Quinn

Absent: None

Comments from the public. None

Approved Cemetery Board Minutes from April 19, 2023

Motion by Quinn, second by Krohn, to approve the Cemetery Board Minutes. Motion passed 4-0.

Discussion to review State Statute 157.115(2) *Abandonment of Cemetery Lots* regarding lots not interred for over 50 years: possibility to set this aside for the budgeted Park Manager position to assist in handling this issue once employed. Sibbing emphasized that this is an important part of the Committee's role and that the September conference might provide more information. Sibbing will also let Administrator Nord know that the Board supports the Park Manager position which would encompass the cemeteries as well in the job description that will be reviewed/recommended at their July meeting and sent to FLR for final approval before posting and hiring. Motion by Sibbing, second by Quinn, to continue to the next meeting. Carried 4-0.

Recommendation to continue each member's input on the tasks to review updates on the existing Cemetery Rules/Regulations to include Pioneer Cemetery. Sibbing and Krohn met and went through all the documents to make changes in a Word Doc. Sibbing will next meet with DPW Earle about the proposed changes. The Etiquette document will be reviewed and revised at a later time.

Ruth Monico arrived at 4:40 pm.

Election of Officers. City Ordinance Chapter 2, Administration Articles v, Boards and Commissions Division S, Cemetery Board Sec 2-302. Officers. Members of the Cemetery Board shall be elected annually in May.

President Mary Sibbing: Alderperson Fessenmeier made a motion to reelect President Sibbing, and Ruth Monico seconded the motion.

Vice President Terry Krohn: President Mary Sibbing made a motion to reelect Vice President Terry Krohn, and Alderperson Fessenmeier seconded the motion.

Secretary Ruth Monico: President Sibbing made a motion to reelect Secretary Ruth Monico, and Terry Krohn seconded the motion.

Motions passed 5-0 for all positions.

Discussion regarding Black Point 2023 Cemetery Walks' schedules.

On May 8, City Council approved the dates for the Cemetery walks: dates previously noted.

Discussion/recommendation with regards to the Fischbach Oak Hill family plot.

The surviving members of the Fischbach family brought to the Cemetery Board's attention a need to clarify who should inherit the remaining decedents plot(s).

Clarification discussed and Sibbing to follow up with Tom Earle. Board took no official action.

Discussion regarding thoughts on the setup of the now live Pontom Cemetery link on the City's website. Cemetery Board to look at a placement for a more friendly layout on the website.

Recommendation to review the controller's monthly financial reports for the next meeting.

Sibbing made a motion to make a recommendation to the Finance, License, and Regulation Committee to approve the Century Fence bid of \$19,000. Quinn seconded. The Board asks that the letter from Earle, pictures, and other documents be included in the FLR and Council packet. Motion passed 5-0.

Reviewed Tom Earle's DPW monthly report for June 2023.

Motion to go into Closed Session pursuant to Wisconsin Statute 19.85(1)(e). Motion made by

Alderperson Fessenmeier and seconded by Patrick Quinn to move into Closed Session. Motion passed by roll call vote, 5-0.

Motion made by Quinn and seconded by Krohn to return to open session pursuant to Wisconsin Statute 19.85(2) and take action on items discussed in the closed session. Motion made by Sibbing and seconded by Patrick Quinn to recommend to FLR to purchase lots, ZA 400001, ZA 400002, ZA 400003, ZA 400004, to extend the adjacent cemetery land for a negotiable price. Discussion followed to recommend purchase of the property out of the Perpetual Care Fund. That balance stands at \$774,190.60. Motion carried 5-0. Mary will follow up regarding the purchase.

Future agenda items:

The annual conference of the Alliance of Cemeteries will take place September 6th, 7th and 8th. (Two people budgeted to attend).

Continue the updated Cemetery Rules/Regulations for recommendation as an ordinance for code enforcement once the project has been completed. Continued to the next meeting.

Continue to explore increasing the Board members from 5 to 7.

Motion to adjourn the meeting by Quinn, and seconded by Sibbing. Motion passed 5-0 to adjourn. Meeting adjourned at 5:31 pm.

Respectfully submitted,
Ruth Monico
Secretary