

Lake Geneva Cemetery Board
Wednesday, January 17, 2024 – 4:30pm
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, November 15, 2023, meeting
5. Review/discussion/recommendation on continued updated ***draft*** of Oak Hill and Pioneer Cemetery Rules/Regulations #11 RE: responsibility of damage/repairs of headstone. City Attorney Draper's gave his opinion. Sibbing followed up on the boards decision to get another opinion and received a response from Damian Lenshek, President of WAC. His response, in part, reads:
So as a practice, repairing damage might be the best (=fastest, fairest, and least costly!), writing it into the policy might not be the best option.
WAC is not offering legal advice, and for that, your own attorney is your best source. So you were right to consult the city attorney, and I think best practice would be to listen to him.
6. Review/discussion/recommendation on concept of notifying family/owner of damaged headstone and maintaining documentation
7. Review/discussion/recommendation on WAC 4th quarter newsletter
8. Review/discussion/recommendation on paying dues to join WAC for 2024. There is \$200 budgeted in account #48 - 53200
9. Review/discussion regarding inviting the new Park Superintendent to a Cemetery Board meeting for a meet and greet to understand the role and responsibilities of this position as it relates to the cemeteries.
10. Review/discussion/recommendation on December 2023 financial reports
11. Review/discussion/recommendation on Tom Earle's DPW monthly report to include Columbarium niches repairs and Pontem GIS mapping glitch
12. Future agenda items:
 - Invite future Park Superintendent to Cemetery Board meeting.
 - Ideas for future planning of newly acquired land at Oak Hill Cemetery.
 - Review future costs of grave plots and fees.
 - Review comptroller financial reports every 2 months (March 2024 is next review)

- Monitor annual membership to WAC in December. Required to submit dues in January or February of each year.
- State Statute 157.115 (2) ***Abandonment of Cemetery Lots*** regarding lots not interred for over 50 years: possibility to sell these lots. Set this aside for discussion with the newly budgeted Park Superintendent position for review and recommendation.
- Determine who will attend the 2024 annual conference of the Wi Alliance of Cemeteries
- Complete the updated/revised Cemetery Rules/Regulations for recommendation to FLR/City Council as an Ordinance for code enforcement once completed.

13. Set next meeting date/time

14. Adjournment