

CEMETERY BOARD MINUTES

Wednesday, October 18, 2023 - 4:30pm
Conference Room A, Lake Geneva City Hall

Meeting was called to order by President Mary Sibbing at 4:28 p.m.

Roll call:

Present: Mary Sibbing, Terry Krohn, Ruth Monico, Alderwoman Fesenmaier, Patrick Quinn

Comments from the public. None

Motion made by Patrick Quinn and seconded by Ruth Monico to approve Cemetery Board meeting minutes from Wednesday, September 20th, 2023, Motion passed 5-0.

Reviewed/discussion suggesting changes to the updated ***draft*** of the Oak Hill and Pioneer Cemetery Rules/Regulations. 1) newly added definitions; 2) #11 updated to reflect responsibility of damage and repairs, notification of family/owner of any damage to headstones, including not responsible for vandalism.

Discussion on protocol regarding notification and documentation of family/owner of damaged headstones. It was suggested to document damages, repairs, and family/owner notification of such damage within Pontom and included this information in Tom Earles monthly report. Mary Sibbing to follow up with DPW for Tom Earle and Nan's input on this.

Review: recommendations on any possible budget items that are needed to be submitted for the 2024 City budget. Mary Sibbing discussed this with Tom Earle, DPW regarding the 2024 and future budgets. These are the items listed for the 2024 and future budgets.

Dues and conference for WAC \$2950.00.

Insulate and heat maintenance shed.

Paving grass roads at Oak Hill.

Sexton shed repair.

Grave spoil dump maintenance.

Chapel/Office rehab.

Drainage issues.

Pioneer fence painting.

Repair, upkeep on sheds.

Continue stone repair, Oak Hill.

New Columbarium.

These requests will be spread over several years.

Mary will follow up with Laura, City Comptroller, regarding clarification on Cem Graves/Headstones in 2024 budget.

Discussion regarding the WAC 3rd quarter newsletter. The staff from the DPW appreciates the information from the WAC report. It was suggested that the DPW staff attend the 2024 WAC

Conference along with the Cemetery Board members. Mary will investigate WAC Funeral Aid noted in the WAC 3rd quarter newsletter.

Reviewed the Comptroller's report. It is noted that there is \$800,137.73 in the Cemetery Perpetual account after the land acquisition payout of \$91,271.63.

Discussion regarding update on Niche pricing from Tom Earle, DPW. Ketterhagen Memorials advised Tom that our prices for the Niche inscriptions are incorrect. Tom requested Nan revise the price list for the Columbarium for these charges stating 'Call for Pricing' since the prices fluctuate several times a year.

Review Tom Earle's Cemetery update/Oak Hill Cemetery Interments. Next report will include September and October interments.

Mary Sibbing displayed vendor catalogs from the 2023 WAC Conference for future possibilities for the newly acquired Oak Hill property. Catalogs will be shared with DPW and the future Park Superintendent.

Future Agenda items:

Invite future Park Superintendent to Cemetery Board Meeting.

Ideas for future planning for the newly acquired land at Oak Hill property.

State Statute 157.115(2) ***Abandonment of Cemetery Lots*** regarding lots not interred for over 50 years, and possibility of selling these lots. This will be set aside for the newly budgeted Park Superintendent position.

Christmas Party discussed: December 5, 2023, 5:30 pm. Location to be announced at a later date.

Next meeting: November 15, 2023, 4:30 pm
Meeting Room A, Lake Geneva City Hall.

Motion made to adjourn at 4:30 pm by Patrick Quinn and seconded by Mary Sibbing.
Motion passed 5-0 to adjourn.

Respectfully submitted,
Ruth Monico,
Secretary