

CEMETERY BOARD MINUTES

Wednesday, November 15, 2023, 4:30 pm
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, October 18, 2023, Motion passed 5-0.

Discussion/recommendation to delete #23 on Rules/Regulations draft.

Motion made by Mary Sibbing and seconded by Patrick Quinn to keep #23 on Rules and Regulations draft, following discussion. Motion passed 5-0.

Review/discussion regarding continued updated draft of Oak Hill and Pioneer Cemetery Rules/Regulations #11 to reflect responsibility of damage and repairs, notification family/owner of any damage to headstones including not responsible for vandalism, etc. Mary Sibbing contacted City Attorney Draper for clarification on this item. President Sibbing informed the Cemetery Committee of his response and clarification. A motion was made by Alderperson Fesenmeier and seconded by Patrick Quinn to contact WAC to weigh in on our City Attorneys opinion with other municipalities. Motion passed 4-1. Mary Sibbing will follow up.

Review/discussion on protocol regarding #11 of rules and regulations; notification and documentation to family/owner of damaged headstone. This is on hold until the next meeting.

Review/discussion on budget items that were submitted for the 2024 City budget. Mary Sibbing contacted Tom Earle, DPW, regarding head stone repairs and line items in the budget from which they are paid and clarified and updated the board members. These repair expenditures are in the Cemetery Fund # 54200.

Discussion on WAC 3rd quarter newsletter reference to Funeral Aid. Mary Sibbing clarified the response from WAC, Tina Lefebre. This fund is specific to assisting funeral aid to indigent and those on Medicaid.

Discussion of the questionnaire pertaining to the new Park Superintendent position. As this is a new position, created to be a conduit to the 3 Parks and Cemetery committees, Tom Earle is looking for thoughts and ideas from these Committees. The Cemetery Committee completed the questionnaire and Mary will forward it to the DPW.

Reviewed Tom Earle's DPW monthly report. Maintenance issues on Niches are being worked out with the DPW and Mary Sibbing will request a follow up in the January DPW report.

Correction of the spelling of interment on City budget was completed by Laura, City Comptroller.

Future agenda items:

Invite future Park Superintendent to the Cemetery Board meeting.

Ideas for future planning of newly acquired land at Oak Hill Cemetery.

Review future costs of grade plots and fees. Review comptroller financial reports every 2 months, January 2024 is next review.

State Statute 157.115 (2) ***Abandonment of Cemetery Lots*** regarding lots not interred for over 50 years to sell these lots. This will be set aside for discussion with the newly budgeted Park Superintendent position for review and recommendation.

Annual WAC dues for budgeting thee boards annual joining

Determine who will attend the 2024 annual conference of the WI Alliance of Cemeteries.

Christmas Party/dinner. December 5, 2023, 5:30 pm. Tuscan Tavern and Grill, Lake Geneva.

Next meeting: January 17, 2024, 4:30 pm

Meeting Room A, Lake Geneva City Hall.

Motion made to adjourn at 5:41 pm by Patrick Quinn and seconded by Mary Sibbing.

Motion passed 5-0 to adjourn.

Respectfully submitted,

Ruth Monico,

Secretary