

CEMETERY BOARD MINUTES

Wednesday, January 17, 2024, 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 Terry Krohn to approve Cemetery Board meeting minutes from Wednesday, November 15, 2023. Motion passed 5-0.

Recommendation on continued updated draft of Oak Hill and Pioneer Cemetery Rules/regulations #11 RE: responsibility of damage/repairs of headstones. Mary Sibbing updated the board on researching the boards vote to request a second opinion on Attorney Drapers opinion. WAC President responded to Sibbing's request for a second opinion. Damian Lenshek, President of WAC response in part was- *so as a practice, repairing damage might be the best (=fastest, fairest, and least costly!) Writing it into 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 the best practice would be to listen to him.* A motion was made by Patrick Quinn and seconded by Terry Krohn that no verbiage in the rules/regulations for family/owner to be responsible for repairs of damage to headstones at the cemeteries will be written in the rules/regulations. Motion passed 5-0.

Discussion regarding notification and documentation of damage to headstones. Motion made by Patrick Quinn and seconded by Terry Krohn for protocol to document any headstone damage and what attempt was made to notify family/owner with documentation of that conversation. Motion passed 5-0. Mary Sibbing will follow up with DPW for possible documentation in Pontem.

Review of WAC 4th quarter newsletter, Cemetery Board suggested library book boxes be located in the cemeteries as noted in the newsletter. This will be a future agenda item.

Recommendation to pay dues to join WAC for 2024. Motion made by Patrick Quinn and Terry Krohn for \$141.00 for Annual Dues. Passed 5-0.

Recommendation to invite the newly hired Park Superintendent to attend a Cemetery Board Meeting for a meet-and-greet to understand the role and responsibilities of this position as it relates to the cemeteries. Motion made by Patrick Quinn and seconded by Mary Sibbing to invite the Park Superintendent to a future meeting. Motion passed 5-0. Sibbing will make those arrangements.

Recommendation to continue to the next meeting of the financial reports for review.

Discussion on Tom Earle's DPW monthly report to include Columbarium niches repairs and Pontem GIS glitch. Repairs for the Columbarium are still being worked on, and the Pontem GIS mapping glitch has been fixed.

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, March 2024 is next review.
- Determine who will attend the 2024 annual conference of the WI Alliance of Cemeteries.
- 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.
- Library Book Stations located in Oak Hill and Pioneer Cemeteries
- Follow up on Oak Hill road repairs.

Next meeting: Wednesday, February 21, 2024, 4:30 pm
Meeting Room A, Lake Geneva City Hall.

Motion made to adjourn at 5:09 pm by Terry Krohn and seconded by Patrick Quinn.
Motion passed 5-0 to adjourn.

Respectfully submitted,
Ruth Monico,
Secretary