

**CEMETERY COMMISSION
MEETING MINUTES**

April 15, 2010

5:00 P.M.

Engineering/Planning Conference Room, City Hall

MEMBERS PRESENT

Ray Geigel
Fred Radandt
Dennis Schneider
Jerry Waak
John Zabel

STAFF PRESENT

Derek Muench
Sandy Ronski

OTHERS

R. Geigel called the meeting to order at 5:00 p.m.

Approval of the minutes from November 12, 2009

J. Waak made a motion to approve the minutes. J. Zabel seconded the motion. Motion carried unanimously.

Annual request to place crosses on hill around Easter time

D. Muench explained that the annual request to place crosses on the hill by Evergreen Cemetery was approved by the Streets and Sanitation Committee. There were no objections or problems this year. In 2009, an individual had attached "Freedom from Religion" signs on the crosses.

Section X: survey by SMI & other updates

Two bid quotes were received from SMI – one for \$3,200, which would use temporary 8" spikes, and one for \$3,700, which would use permanent rods. It was decided to go with the lower quote and have the cemetery employees replace the temporary spikes with the same type of concrete lot markers that they make and have installed in other sections. SMI is scheduled to start no earlier than June 1st, in order to have the cemetery looking its best for Memorial Day.

After the survey is complete, an employee from the Engineering Department will mark the location of where we would like the waterline installed in the grass alleyways. Then we will proceed with getting estimates for the waterline.

D. Muench said that the landscaping for the Dow Memorial Chapel has been started and will definitely be completed by Memorial Day. After the money from the Dow Trust is spent, we still plan to spend about \$1000 in that section in order to complete the landscaping. There should be enough money left in the budget line for Section X to pave the asphalt road to the south of Section X by the dirt piles. This area was hit hard by storms in 2008, and everything was washed out. It was put on the City's asphalt bid for 2010. There could potentially be a \$1,200 reimbursement from the County through the Storm Damage Fund. D. Muench believes that we may have \$5,000 - \$7,000 left in the fund to lay out the southern portion of Section X in the future.

D. Muench, F. Radandt, and J. Zabel will meet in the next week or two to select a rock to use as a sign for the new Dow Memorial Chapel. D. Muench said the rock will be placed on the northeast portion of the landscaping and will face east.

Fees, focusing on spaces in Section X, & possible vote

D. Muench proposed to sell the cremation-only spaces in Section X for \$500 each. These spaces can accommodate a maximum of two cremations per cemetery regulations. There are a limited number of cremation-only spaces in the other sections, where we cannot accommodate casket burials. Those spaces sell for \$400 and also accommodate two cremations. D. Muench passed out a sheet listing his five main reasons for this premium price.

R. Geigel said that this is coming at bad time due to the state of the economy. D. Muench said the economy will turn around. He thinks that we should start selling those spaces at a premium rate right away when nobody is in that section yet, instead of trying to increase the price of those spaces at a later date. S. Ronski said that even though the economy was bad in 2009, we still collected more revenue than we originally budgeted. F. Radandt stated that he did not see any problem with charging \$500. D. Muench said that as soon as we have the survey, we should be able to begin selling in Section X. We would begin by selling just in the first few rows and then move back as spaces were sold. Once the initial lot markers are installed, then the cemetery workers can go back and put the concrete ones in at any time.

F. Radandt made a motion to go with a \$500 fee for the cremation-only spaces in X. D. Schneider seconded the motion. Motion carried unanimously. No further discussion.

Revisions to existing Rules & Regulations

S. Ronski passed out some proposed changes to the Rules & Regulations. Many of the changes pertain to removing references to pet cremations in X, updating the sizes of the cremation-only spaces in X, and exchanging cremation-only spaces. J. Zabel suggested looking this over and discussing it at the next meeting. This item was tabled until the next meeting.

Review draft of ordinance against unauthorized cremation dispositions & possible vote on a resolution

D. Muench stated that nothing has been put together on this yet. S. Ronski said that the current Rules & Regulations booklet just states that scattering of cremains is not allowed. R. Geigel said that if we charge a fine, the cemetery will not really get any of that money. D. Muench said that it is really just a deterrent. R. Geigel suggested writing it up an ordinance so that we can charge them, but not have a fine, so that we can recoup the money. D. Muench would like to broaden it to include parks, waterways, etc., especially with the stormwater mandates. F. Radandt suggested checking with other municipalities or the Department of Natural Resources. J. Zabel thought the person(s) should pay a fine and also the proper burial fees. S. Ronski said that we could charge a disinterment fee if it was something that a member of the public buried. That way, if they chose not to bury the cremation here after being fined, we would still collect some money. J. Zabel said that you have to make it high enough to prevent it right away. F. Radandt said that you cannot make the fine cheaper than it is to go through the proper channels.

Plans for Memorial Day

D. Muench said that we have the same Civil War group on board again this year for a Veterans Memorial Walk on Memorial Day. Some different veterans will be presented. D. Muench said he discussed the idea of having refreshments available and possibly have one of the groups, such as Special Olympics, on site selling soda and water. This year, we will have a tent and table at both the North 18th and Michigan Avenue entrances to serve people by handing out maps, having information available about Manitowoc County Civil War veterans, etc. The Walk will also be extended an extra hour this year until 3:00.

D. Muench said that he was working on a press release, possible ads in the paper, and purchasing a banner for the hill by North 18th Street. R. Geigel suggested contacting the t.v. stations. V. Mellon said the construction on the Revere Viaduct will be started as of May 17th, but one lane of traffic will be maintained in each direction.

Plans for Donald & Eunice Dow Memorial Chapel Dedication

V. Mellon asked if Donald and Eunice Dow had family that would come for a dedication of the Dow Memorial Chapel. D. Muench said that he did not believe so, since the bank representative for the Trust Fund said that there was no family that he could contact about the language in the trust. V. Mellon questioned if we should have a minister bless it.

R. Geigel thought it would be good to have a dedication on Memorial Day, since there would be many people in the cemetery that day. J. Zabel said that if you do it another day, then it would be another reason to get people into the cemetery. R. Geigel said that he didn't think you'd get the same amount of people as you would on Memorial Day. F. Radandt said that the next biggest day would be Mother's Day. D. Muench suggested Labor Day weekend. D. Muench said that the problem with doing it on Memorial Day is that it is so far in the back of the cemetery, and since most people will be coming from North 18th Street, he doesn't know if they will walk all the way to the back of the cemetery. He felt that it would be difficult to do it in the middle of the Walk, because people will be at all different stations and having a program then would take away from the Walk. He felt that by 3:00, many people will have drifted out and will not stick around for the dedication. S. Ronski suggested making a grand opening for Section X, when the cremation-only spaces are laid out.

F. Radandt suggested having the dedication on Mother's Day, since he felt that is the second busiest day at a cemetery. D. Muench said the landscaping may not be done by that time. Father's Day was then suggested. F. Radandt said that Labor Day does not really draw people in to the cemetery. D. Muench said that he would like to "play it by ear." If SMI is doing the survey work at that time, Father's Day may not work out. D. Muench said that he would like to have the section complete when we do the dedication.

Other business

D. Muench said that the City is re-doing its entire website, which will include the cemetery pages. It will probably be up and running in August. D. Muench is re-doing and re-organizing much of the existing information. R. Geigel asked if people can find where someone is buried. S. Ronski explained that there is a .pdf on the website which shows the name, date of death, and burial location of each of the burials in the cemetery. There is a separate link where you can see the map of the cemetery, including a close-up of each section showing the blocks and lots. You cannot see the exact location of the burial on the map.

J. Zabel thanked R. Geigel for his time on the Cemetery Commission and asked if he had any future visions for this Commission. R. Geigel said that he would like to see the cemetery become self-sustaining, but it will be a long road before that ever happens. He said that we are making steps in the right direction. He applauds the other members for their time as well. Everybody has something to add, and he's enjoyed working with everyone. In his discussions with the Mayor, he asked to be appointed to the Commission again sometime in the future.

F. Radandt made a motion to adjourn the meeting. J. Waak seconded the motion. The meeting adjourned at 5:46 P.M.

Derek Muench, Cemetery Manager