

**CEMETERY COMMISSION
MEETING MINUTES**

August 20, 2009

5:00 P.M.

Engineering/Planning Conference Room, City Hall

MEMBERS PRESENT

Ray Geigel
Dennis Harrigan
Ted Dirkman
Fred Radandt
Jerry Waak
John Zabel

STAFF PRESENT

Derek Muench
Sandy Ronski
Valerie Mellon

OTHERS

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

Approval of the Minutes from July 16, 2009

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

Results of bid for chapel

V. Mellon showed the commission members a sketch of the proposed chapel. Lakeland Construction was the low bidder at \$32,700, which is more than the \$30,000 trust. V. Mellon explained that they have been looking at tasks that could be done by City employees to reduce the cost to below \$30,000. She handed out a paper showing some examples. V. Mellon was told by the Public Property & Safety Committee that she could not award the contract unless the bid came in under \$30,000, so she is at a standstill. T. Dirkman asked why there was not a schedule of values. V. Mellon said that it was bid as a lump sum. When V. Mellon talked to Randy Junk from the DPW about the project, he felt that they may not have the skill for the intricate carpentry work. They are experienced and efficient at doing road and sewer work not carpentry work.

V. Mellon said that some of the other bids came in at \$37,000 and \$38,000. D. Muench said he thought that a total of 4 or 5 bids were received. V. Mellon said that the project was advertised in the newspaper. D. Muench said that Lakeland Construction is not a member of the carpentry union, and that the union has said that they will picket outside of the cemetery, if we award the project to a non-union contractor. J. Zabel questioned if the architectural fee had to be paid out of that \$30,000 trust as well. D. Muench said no, that it had already been paid for out of the account to develop section X. J. Waak said that if the union wants to picket, so be it, we will get publicity out of it. T. Dirkman said that we need to anticipate unforeseen problems, and we should anticipate an extra 10% of the cost for those. He said that he will not vote for this project, because it is overpriced.

R. Geigel said that another option would be to go back out again for bids. V. Mellon talked to Gene Maloney about re-bidding this in the future, and Gene's response was that he did not think that we would get better prices. D. Muench said that Randy Junk suggested that the

steel is what is making the project so expensive. He thought we would save a significant amount by using another material. But V. Mellon said that Gene Maloney was not willing to go with anything but a steel frame because of the potential for uplift. J. Waak said that he is in favor of doing the project if the City employees could do all of the options listed to reduce the cost. T. Dirkman said that if Gene is worried about wind, he could open up the top and put a cupola in there for the draft to go through. F. Radandt said that the bandstands at Expo are all wood, and they have been standing for decades. They withstand the same amount of wind, etc. that the chapel would. T. Dirkman said the 16' x 16' structure at Knollwood was built for \$8,000 eleven years ago. He said that he loves the idea of the chapel, but he doesn't like the price. F. Radandt said the average builder will not touch the project with the steel supports. T. Dirkman asked why Gene Maloney didn't design this to be a \$30,000 building since he was given our budget. V. Mellon said that when the bids came back higher, Gene offered some ideas as to how to reduce the cost.

T. Dirkman questioned the design of the ceiling. D. Muench said that the ceiling is wood with a waterproof primer and paint. R. Geigel questioned why we need a flat ceiling. D. Muench questioned whether an open roof would be better resistant to the potential uplift. T. Dirkman said that he has worked with Lakeland before and that they are a good company. He asked if we could go back to all the bidders and see if they could suggest ways to reduce the cost. F. Radandt said that they should give options to reduce the cost and then we should pick a bidder. He said bid out the same spec we have, but then give the builder the option to replace the spec with another spec that comes in under budget. Then, Gene would have to make sure it is structurally sound. T. Dirkman said that if DPW does the foundation and something goes wrong in the future, then there will be finger-pointing as to who did it. He said that the City shouldn't do any structural work, but leave that all to the contractor.

V. Mellon said that she could send the same letter to all the five bidders requesting a response within two weeks; she wouldn't re-advertise. R. Geigel suggested that she check with the City Attorney first. T. Dirkman suggested asking the bidders for a schedule of values, so we can see what we are paying for each item. He asked if a new bidder could submit a bid. The other commission members thought that would probably not be allowed.

Review decision to have flush markers in section X

S. Ronski reminded the Commission members that in August of 2007, they had designated the first two rows in the northeast portion of section X as a test area for flush markers. R. Geigel questioned how many flush markers we currently have in the cemetery. S. Ronski stated that we have some, but not many. R. Geigel said that upright markers give the cemetery its nostalgia. S. Ronski said that if the spaces in section X do not sell, we may not know if it is because of the flush markers or the cremation-only spaces, since we are trying two new things at once. T. Dirkman said that he didn't think we need to make it a flush garden and suggested asking the Cemetery Foreman. S. Ronski said that the Foreman's opinion was that if we were still going to allow flowers then we may as well have uprights, because we are still going to have to trim around them. People always have the option to do a flush marker if they choose. S. Ronski said that we have sold a couple cremation-only spaces this year in other sections. R. Geigel made a motion to change the marker policy in section X to be the same as the rest of the cemetery. T. Dirkman seconded the motion. The motion carried unanimously.

The next meeting date will be September 10th at 5 p.m. R. Geigel made a motion to adjourn the meeting. J. Waak seconded the motion. The meeting adjourned at 5:42 P.M.

Derek Muench, Cemetery Manager