

CEMETERY COMMITTEE MEETING

September 15, 2015

Brillion City Hall Conference Room

4:00 PM

CALL TO ORDER: Carrie Wenzel called the meeting to order at 4:12 PM.

ROLL CALL: Present were Alderperson Carrie Wenzel, Robert Mathiebe, and Mary Levash. Also present were Jerome Popp, City Administrator/Clerk-Treasurer Lori Gosz, and Deputy Clerk-Treasurer Joy Buboltz. Absent were Karen Brick and Linda Deiter.

GUESTS:

None.

APPROVAL OF AGENDA:

Motion – Mathiebe moved to approve the agenda as printed. Seconded by Levash. Call vote taken. Motion carried unanimously.

APPROVAL OF MINUTES – AUGUST 28, 2014:

Motion – Mathiebe moved to approve the minutes of August 28, 2014. Seconded by Levash. Call vote taken. Motion carried unanimously.

REVIEW OF CEMETERY RATES FOR PERPETUAL CARE AND LOT COSTS:

Buboltz explained the last increase in Cemetery rates was done October 1, 2016. Mathiebe stated he feels the Perpetual Care amount should be increased and suggested 10% across the board and to leave the lot costs as is.

Wenzel proposed raising the Perpetual Care as follows:

One-half Lot (4 Graves)	\$550.00 (Total Amount for Lot and Perpetual Care - \$720.00)
One-Quarter Lot (2 graves)	\$275.00 (Total Amount for Lot and Perpetual Care - \$385.00)
One Grave	\$150.00 (Total Amount for Lot and Perpetual Care - \$230.00)

Commission agreed to these new proposed rates.

Motion – Mathiebe moved to recommend to City Council amending the City's ordinance as it relates to the City of Brillion's Cemetery Rates as proposed. Seconded by Levash. Call vote taken. Motion carried unanimously.

2016 CEMETERY BUDGET:

Wenzel stated the Commission is trying to place funds in Reserve for the Cemetery road repair. It was suggested placing \$2,000 in Reserves last year. However, Gosz informed the Commission those funds were not placed in the Reserves.

Mathiebe suggested placing \$3,000 in a Future Road Repair Reserves fund for the repair of the Community (New) Cemetery roadway. Gosz suggested milling that roadway and leaving the roadway as gravel. Popp and Mathiebe suggested installing a 3 X 2 trench with gravel by the garage on the Community Cemetery to help with water drainage.

The Commission reviewed the operating budget of the 2016 Proposed Budget. No changes were suggested.

Motion – Mathiebe moved to recommend to City Council the 2016 Cemetery Operating Budget and \$3,000 in a Future Road Repair Reserve account. Seconded by Wenzel. Motion carried.

SEXTON REPORT:

Popp reported on the following:

- One of the trees in the Cemetery had 15' of its top taken off from a wind storm. He asked if that tree should be taken down. The consensus of the Commission was to ask the DPW Staff to cut down that tree.

- He will be taking another lower layer of the pine trees branches off.

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OLD BUSINESS:

None.

NEW BUSINESS:

None.

ADJOURNMENT:

Motion – Levash moved to adjourn. Seconded by Wenzel. Call vote. Motion carried. The meeting adjourned at 4:38 PM.

Joy L. Buboltz, Deputy Clerk/Treasurer
Acting Secretary