

CEMETERY BOARD MEETING
APRIL 6, 3:00 P.M.
COUNCIL ROOM, CITY HALL

Meeting called to order by Chairman Lulham at 3:00 p.m.

Present: John Austin; Jack Boursmith; Bill Lulham; Gene Sanderson; Bob Volek; Tim Crawford, sexton; Joe Sawyer, city manager; Shauna Bayless, recording secretary. Bayless left at 3:50 p.m. to attend a cemetery matter. Boursmith left at 4:10 p.m. because of a prior commitment

Guest: Jim Postema, Great Lakes Monument.

Lulham introduced new member, Gene Sanderson, and welcomed him to the board. Lulham informed the board that Jack Boursmith has a prior commitment on Thursday afternoons. If the Cemetery Board meetings continue to interfere with that commitment, the board will look into changing the day or the time of their meetings.

OLD BUSINESS:

1. Consider Columbarium Granite Colors: Jim Postema, from Great Lakes Monument explained that the Moonlight Gray and the Nero Black are domestic granite. The Tropical White and Himalayan Black are foreign granite from India. It would be about three months, from the time of order, before the columbarium would be delivered if we used domestic granite. If we use foreign granite, it would be four to six months for delivery. The only real difference in the granites is the size of the graining.
Motion made by Sanderson, seconded by Volek to use the domestic granite, Moonlight Gray and Nero Black, for the columbarium.
Roll Call
Ayes: Sanderson, Austin, Volek, Lulham.
Nays: Boursmith.
Motion Carried.
2. Consider Font Choices for Niche Covers: It was agreed that one font style be used for all engraving for uniformity. Postema discussed the three fonts offered and said that the Roman style was the most traditional using natural engraving rather than engraving the granite and then adding a monochrome color.
Motion made by Boursmith, seconded by Austin to have only the Roman style font used on the niche covers.
Roll Call
Ayes: Lulham, Boursmith, Austin, Sanderson, Volek.
Nays: None.
Motion Carried.

Motion made by Sanderson, seconded by Volek to use natural engraving on the niche covers.
Roll Call
Ayes: Volek, Sanderson, Austin, Boursmith, Lulham.
Nays: None.
Motion Carried.
3. Consider Rules and Regulations for the Columbarium: Bayless put together a packet of rules and regulations based on research she had done on other columbaria throughout the country. This was presented to the board. Ownership of the columbarium will stay with the city. Those wanting to be interred will have reservations, not a deed. This way, if the columbarium would ever be severely damaged, the city's insurance would take care of the cost. Sawyer asked for some clarification as to who would be responsible for payment if a niche was damaged and needed to be replaced.

Wording stating that the city would repair any small defects, if possible, but if the cover needed to be replaced, the city would replace only the niche cover. Any engraving would have to be replaced by the owner or family members. Each incident of damage will probably have to be looked at on a case by case basis by the board. Postema offered that homeowner's insurance will cover damage to replace a headstone. It may be the same for a niche cover.

Motion made by Volek, seconded by Boursmith, to accept the presented Rules and Regulation as presented with the addition of wording to clarify who is responsible for niche cover replacement cost and engraving as presented.

Roll Call

Ayes: Volek, Sanderson, Austin, Boursmith, Lulham.

Nays: None.

Motion Carried.

Crawford explained to the board the niche reservation form and the niche maintenance and repair schedule that will be attached to the reservation form.

Sawyer asked Postema about symbol engraving or plaques for veterans. Postema stated that plaques would change the look of the columbarium. More research will be needed before a decision on the use of veteran plaques or symbol engraving can be made.

4. Consider Pricing of Niches: It was decided that this was covered in the rules and regulations vote.
5. Consider Location of Columbarium in New East Addition: Crawford stated that the marked location was the best location. Other columbaria could be built either way from this one. And it is away from large trees. Volek asked if there was a light near there. Presently, there is not, but Consumers could be contacted to add a light to an existing pole across the street from the columbarium. All were agreeable to the approximate location and that no vote was necessary.
6. Consider Naming the Columbarium: Bayless explained that the columbarium needed to be named rather than just calling it the "New East Columbarium". If other columbaria are placed in the area, there will be confusion with record keeping. Lulham suggested having a contest to name the columbarium with a money prize awarded to the winner. Crawford stated that letters could be sent to the schools announcing the contest. Volek suggested that we open it up to the entire school system, not limit it to just middle or high school. Crawford asked that an award amount be agreed to by the board. ***Postma offered to donate the \$100 prize money from Great Lakes Monuments and this was accepted by the board.-Addition to the minutes, per the board on 5-11-06.***

Motion made by Boursmith, seconded by Volek, to have a contest for Corunna students to name the columbarium with a \$100 prize awarded to the winner.

Ayes All.

Motion Carried.

Crawford explained the numbering system to designate the individual niches. Each side will be labeled for the direction it faces and then each niche numbered. The board was shown diagrams of the labeling system.

NEW BUSINESS

1. Consider writing off \$115 due on Carpenter grave: Crawford explained that this had been turned over to collections a few years ago and is no longer a matter for the board.
2. Consider raising prices for graves, opening/closing, and foundations: Lulham felt that the new figures are competitive with other area cemeteries. Crawford explained that last year's increase was small because he did not want to raise prices all at once. He felt that the rates should be looked at every year.

Motion made by Sanderson, seconded by Volek, that the new cemetery fees for 2006-2007 be accepted, as presented, to become effective July 1, 2006.

Ayes All.

Motion Carried.

3. Requests For 2006-2007 Budget: Lulham stated that he still would like the south property dedicated to the cemetery and have council budget money to have it surveyed. Austin wondered if trees could be planned behind the ball field fence so that, if the cemetery ever needed to use the land, it would separate the field and the cemetery. Sawyer, again, reminded the board that this land cannot be specifically dedicated for cemetery use unless they spend money to plat it. Sawyer stated that the township has about 20 acres of land adjoining the north side of the cemetery that cannot be used for much of anything because of the airport restrictions. However, it would make excellent cemetery land. That idea is currently being looked into.

Lulham asked Crawford to request a bobcat as well. Sawyer stated that council must act where the need is the greatest. The board may not get what they request this year. However, it is good to keep making requests in case money does become available in the future.

Crawford stated that he has added to the budget a request for new signs in the cemetery, but he felt that we should have enough to do them in this year's budget. There would be two signs in each section, one on the Cherry St. side and one on the Pine St. side of the access roads. Agnew Graphics gave the city a bid of \$715 for the signs needed. The city will do the posts and Agnew would do the signs. Sawyer suggested that it might be better to have four signs per section.

Crawford stated that he had ads in the papers for cemetery help this year. The person that worked in the cemetery the last two years will not be available this year.

Lulham suggested that columbarium brochures be made to take to funeral homes. Crawford suggested that a line item for cemetery publications could be added. A ground breaking ceremony is planned for the columbarium. Sanderson suggested that a display board be put up in the area of the columbarium for Memorial Day weekend to show what is planned. Crawford stated that the area could be roped off and a display board put in the center of it.

Lulham said that there is a large pine tree that is dead in the cemetery. Crawford stated that it is impossible to get a truck into the area to cut it down. The only way would be to find someone who can climb it and cut it down in pieces. Otherwise, we risk destroying headstones.

Motion made by Volek, seconded by Sanderson to adjourn.

Ayes All.

Motion Carried.

Bill Lulham, Chairperson