

## CEMETERY COMMITTEE MEETING

November 17, 2016

Brillion City Hall Conference Room

4:00 PM

**CALL TO ORDER:** Carrie Wenzel called the meeting to order at 4:05 PM.

**ROLL CALL:** Present were Alderperson Carrie Wenzel, Linda Deiter, and Mary Levash. Also present were Jerome Popp and Deputy Clerk-Treasurer Joy Buboltz. Absent were Karen Brick and Joan Holschuh.

### **GUESTS:**

DPW Working Leadman Dennis Jandrey.

### **APPROVAL OF AMENDED AGENDA:**

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

### **APPROVAL OF MINUTES – OCTOBER 27, 2016:**

**Motion** – Wenzel moved to approve the minutes of October 27, 2016 as printed. Seconded by Levash. Call vote taken. Motion carried unanimously.

### **COMMUNITY CEMETERY ROAD:**

Jandrey explained that he and City Administrator Gosz met with Glen Braun from Deer Run Golf Course regarding the cemetery road. Braun indicated that he spent \$40,000 - \$45,000 already on the flood control on Hole #4 and it still isn't where it should be. Braun stated he is willing to help with the landscaping of the cemetery and will allow the City to install a swale on the west end of his property for better water flowage for the cemetery. Braun is also willing to assist with the construction of the swale.

Wenzel asked if he or City Administrator Gosz discussed with Braun before he used the Cemetery road for his trucks if any damage would occur in him paying for those repairs. Jandrey stated no that Gosz was aware that the roadway was in poor condition and something needed to be done with that roadway.

Jandrey stated he received costs for repairs to that roadway from Scotts Construction. To single chip seal the roadway would cost approximately \$8,000 and for a double chip seal the cost would be approximately \$16,000. To pave the roadway with asphalt would cost approximately \$40,000. Jandrey noted these costs don't include in house costs by the DPW.

Jandrey informed the Commission that he did place gravel on the roadway already and leveled that gravel. Jandrey explained the north side of the roadway may not need as much road base, but the south side does need a new road base.

The consensus of the Commission was to double chip the roadway.

Wenzel explained the City Council is looking at borrowing funds for projects and suggested the Cemetery Commission consider asking the City Council to borrow an additional \$20,000 for this roadway. The Commission could then take \$1,000 from the Cemetery Reserve Account and the balance of the project to come from the Perpetual Care Account.

**Motion** – Wenzel moved to recommend to City Council to borrow an additional \$20,000 for this roadway, the Commission would take \$1,000 from the Cemetery Reserve Account and the balance of the project to come from the Perpetual Care Account. The roadway would be double chipped with the DPW building the road base. Seconded by Levash. Call vote taken. Motion carried unanimously.

Wenzel suggested that Gosz draft an agreement between the City of Brillion and Glen Braun, Deer Run Golf Course, detailing that Braun will assist the City with the landscaping at the cemetery and will allow and assist the City in creating a swale along the west end of Hole #4.

**HEIMKE FAMILY MONUMENT:**

Buboltz explained that she received a variance request from Miller Monument Company for the Stanley and Louise Heimke monument. Miller Monument is requesting to place a marker width of 52” on their lot. Cemetery Rules & Regulations allow 48”. Miller Monument is requesting a 4” variance.

**Motion** – Deiter moved to deny the variance request by Miller Monument Company for the Stanley & Louise Heimke monument. Seconded by Wenzel. Call vote. Motion carried unanimously.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

Popp stated that he is interested in renting the shed at the Community Cemetery for his lawn equipment. He stated he would also be willing to make the needed repairs on that shed. Popp was advised make his request in writing to the City Administrator.

**ADJOURNMENT:**

**Motion** – Levash moved to adjourn. Seconded by Wenzel. Call vote. Motion carried. The meeting adjourned at 4:47 PM.

Joy L. Buboltz, Deputy Clerk/Treasurer  
Acting Secretary