

## CEMETERY COMMITTEE MEETING

June 6, 2018

Brillion City Community Cemetery

4:00 PM

**CALL TO ORDER:** Carrie Wenzel called the meeting to order at 4:02 PM.

**ROLL CALL:** Present were Alderperson Carrie Wenzel, Linda Deiter, Mary Levash, and Joan Holzschuh. Also present were Jerome Popp, Public Works Director Andy Geiger, and Deputy Clerk-Treasurer Joy Buboltz. Absent were Karen Brick and Mayor Gary Deiter.

### **APPROVAL OF AGENDA:**

It was noted that the "Approval of Minutes" on the agenda should read "October 25, 2017" not "October 12, 2017".

**Motion** – Levash moved to approve the agenda with the above noted correction. Seconded by Holzschuh. Call vote taken. Motion carried unanimously.

### **APPROVAL OF MINUTES – OCTOBER 25, 2017:**

**Motion** – Deiter moved to approve the minutes of October 25, 2017 as printed. Seconded by Levash. Call vote taken. Motion carried unanimously.

### **CEMETERY SEXTON CONTRACT AND DUTIES:**

Geiger distributed a list of duties the current Cemetery Sexton provides. He stated this agenda item was discussed last year. Geiger state he feels there should be a separate contract, not included with the Lawn Maintenance Contract for City Cemetery Sexton duties. One concern Geiger stated he has is if the current Cemetery Sexton, Jerome Popp, is not available who would be responsible for the duties. All of this should be included in the Cemetery Sexton contract. Geiger stated that Trinity Lutheran Church has a Cemetery Sexton contract and will request a copy of that contract from them.

Wenzel stated since this would be a contract it would need to go to City Council for approval.

Geiger stated he will bring to the next Cemetery meeting a draft Contract for Cemetery Sexton duties.

Wenzel suggested documenting the difference in the locating lots/markers in the Village Cemetery and the Community Cemetery.

This item will be tabled to the fall meeting.

### **STATE OF THE CEMETERY(S):**

Wenzel asked the Committee members of any issues they would like to discuss. Geiger noted that the City cemeteries looked excellent for Memorial Day. Geiger stated he feels that the one (1) treatment of weed killer from Nicklaus Landscaping was money well spent and suggested this treatment of weeds be done every other year.

Geiger mentioned that when the Cemetery road was being repaired/asphalted it was discussed to place a swale in the back area of the Community Cemetery to help with water drainage. Geiger stated since the roadway was completed the water now flows off the roadway very well and feels that a swale is no longer needed.

Popp mentioned a low spot along the fence line in the Community Cemetery. He suggested filling the area around the fence/garage area with stone.

Holzschuh questioned who is responsible for the care of removing overgrown grass on the flat grave markers. Popp stated he did in the past use an edger around the monuments to remove some of the grass. Popp also stated that sometime family members will remove the overgrown grass off of their loved ones markers.

**SEXTON REPORT:**

No report.

**OLD BUSINESS:**

Geiger distributed to the Committee sample wording for the signage of removing decorations from grave markers by May 1<sup>st</sup> of each year. He stated the sign would be 8 X 11 and be a vinyl sign. Holzschuh suggested placing this signage in the Village (Old) Cemetery also.

**NEW BUSINESS:**

Holzschuh pointed out a grave that was dug in 2015 that does not have grass growing on it. Popp stated he did plant grass but it did not grow. He will plant grass again on that site in fall.

Wenzel suggested meeting again in the fall. A date of September 13<sup>th</sup> at 4:00 PM was chosen.

**ADJOURNMENT:**

**Motion** – Deiter moved to adjourn. Seconded by Holzschuh. Call vote. Motion carried. The meeting adjourned at 4:30 PM.

Joy L. Buboltz, Deputy Clerk/Treasurer  
Acting Secretary