

**BOARD OF CEMETERY COMMISSIONERS
COUNCIL ROOM, CITY HALL
SEPTEMBER 18, 2017
5:00 P.M.**

The Board of Cemetery Commissioners met in City Hall, Acting Chair Quicker presiding. On roll call: Chair Marden absent, all other members present. Sexton Barth also present.

The minutes of the previous meeting were declared approved.

Sexton Barth reported that with all the rain this year the mowing and weed whacking never quit, it was a struggle to keep up, the Cemetery looked good to Memorial Day, then we shifted to the Parks and received complaints about the Cemetery on Father's Day. Everything is going good otherwise, normal maintenance on equipment, roads and graves. Two dead pines have been removed, headstones straightened and a new roof with some fascia and soffit on the Cemetery building has been completed.

Roehl presented an Application for Transfer and Reconveyance of Graves from William and Susan Zank for Graves 1 and 2, Lot 38, Division X, E ½, Map of 1969 – to resell the graves.

Motion Clough, second Bjerke, to recommend to the Common Council to allow the Transfer and Reconveyance from William and Susan Zank of Graves 1 and 2, Lot 38, Division X, E ½, Map of 1969 – to resell the graves. All Aye.

Sexton Barth presented the proposed 2018 Cemetery Budget. Barth stated that his Salary is 2/3 Cemetery and 1/3 Parks. The Personnel Committee has recommended a 1.5% wage increase..

<u>Budget Line</u>	<u>2017 Budget</u>	<u>2018 Proposed Budget</u>
Sexton Salary (2/3)	\$ 29,120	\$ 29,564
Extra Help	15,538	15,538
Utilities	2,600	2,600
Telephone	1,250	1,250
Conferences & Travel	1,000	1,000
Repairs & Maintenance	7,800	9,950
Seeds, Plants & Trees	1,000	1,000
Landscaping	1,000	1,000
Gas, Oil & Grease	3,800	3,800
Street Maintenance	500	500
Care Fund	4,000	4,000
Equipment (1/2)	1,250	-0-
Vehicles (1/2)	-0-	-0-
Lawnmowers (1/2)	-0-	7,250
	<u>3,200</u>	<u>3,200</u>
Totals	<u>\$ 72,058</u>	<u>\$ 80,652</u>

Barth stated that Repairs and Maintenance is increased \$2,150 for converting our Cemetery mapping and custom reports from CIMS Desktop to CIMS Cloud. CIMS would assign a latitude

and longitude to the Cemetery spaces and align the data with an aerial photo. This will make latitude/longitude coordinating and the GPS functionality available.

Barth stated that Equipment is decreased - \$1,250 since the skid steer final payment is done in 2017. That Vehicle is increased - \$7,250 for ½ of a new UTV.

Barth presented UTV proposals from:	Kubota -	\$14,500	Diesel
	John Deere -	\$21,000	Diesel
		\$10,700	Gas

Discussion followed. Our current UTV is a Kubota Diesel and we have had no problems with it, Barth has scheduled a test drive at the Cemetery for the John Deere and diesel versus gas was discussed.

Motion Clough, second Bjerke, to refer the 2018 proposed Cemetery Budget to the Finance Committee as presented with the purchase of a UTV and Cemetery computer program update. All Aye.

Discussion followed on a new shed/office building, which will be needed in the next three to five years – estimated cost \$118,300 for a 40 foot by 100 foot building.

Motion Clough, second Bjerke, to recommend that the Finance Committee start setting aside money for the construction of a new Cemetery shed/office building within the next three to five years. All Aye.

Motion Roehl, second Bjerke, to adjourn. All Aye.

Jerry Quicker, Acting Chair

Rex R. Roehl, Clerk