

**Towns of Doty, Mountain and Riverview
Cemetery Committee Meeting September 28, 2020
Minutes**

The meeting stated at 6:30 pm at the Mountain Bill Lazansky Community Center by Andy Dryja (Doty). The Pledge of Allegiance is said. Roll call was taken with Dryja (Doty), Lindor "Skip" Maletzke via GoToMeetings (Mountain), Jim Zittlow (Riverview) and Assistant Sexton Wayne O'Barski present. Mountain Town Clerk/Treasurer Lynn Kauzlaric, present to record minutes. There are 2 others in attendance (former Sexton John VandenLangenberg and Henry Severson). Sexton Leah O'Barski absent. The agenda was posted by each of the three (3) towns; addition required to item 2 – Amended to include the approval of Minutes from the May 5, 2020 meeting. Motion to amend today's agenda to include the approval of the minutes from the May 5th meeting by Dryja. Seconded by Zittlow. Motion carried unanimously.

Minutes – of the Cemetery meeting held July 31, 2020 were available for review. Motion to approve the minutes of the July 31st meeting by Dryja. Seconded by Zittlow. Motion carried unanimously.

Minutes – of the Cemetery meeting held May 5, 2020 were available for review. Motion to accept minutes as written by Zittlow. Seconded by Dryja. Motion carried unanimously.

2020 Budget Update – 2020 budget reviewed with revenues and expenditures are both running over; storm cleanup included with expenditures may be included in FEMA funding (to be looked at and update towns prior to October board meetings).

Cemetery Sexton's Report (by Assistant Sexton Wayne O'Barski) – since appointment they have had 2 cremation burials, sold 1 plot, had a couple headstones set, verified a few gravesite locations.

- Discussed issues/costs associated with winter burials
- Fall clean-up starts October 1st; removal of all flowers and/or decorations from gravesites
- Mountain road crew to remove trash from cemetery every Monday
- Grass growing thru cracks in roadway should be crack sealed; will have contractor to look at and give quote; possible assessment to towns to complete this year or put into 2021 budget
- Request for skylight installed in garage; talked about solar lights to light inside of garage instead

Old Business –

- a. **Tree removal update** – discussed trees that need removal (some by shed and some near Tabor Lutheran Church); Henry to mark trees that are issues for Wayne to have removed
- b. **Winter snow plowing** – 2020 snow plowing created considerable damage to grass along roadway; only 1 winter burial in 2020; talked about keeping road open for access to garage (in case of large snowfall to check roof, possible flooding, etc.); to mark road edges with delineators; Skip mentioned that we would be unable to open other cemetery roadways if not plowed at least every other snowfall. **Motion** to discontinue winter burials, the time of winter will be determined by the Sexton unless extenuating circumstances present themselves, at that time will be go back to the 2019 fee schedule by Dryja. Seconded by Zittlow. Motion carried unanimously. **To be presented to Town Boards.**
- c. **Additional land needs** – look at land near garage that may be able to be cleared for cremains burial only; Henry to flag area for Andy to research property lines and possible wet land designation.

2021 Budget Workshop –

- Port-a-potty purchase vs rental discussed; Doty purchasing and will inquire if discount price if two (2) purchased and get to cemetery
- Wayne presented ground penetrating radar equipment that would assist on issues with old burials over lot lines, child burials that may not have used vaults, etc.; committee reviewed information presented but pricing not available. **Motion** to approve the concept of purchasing a ground penetrating radar system to find lost graves and plot new ones in our cemetery for a price range not to exceed \$10,000 by Dryja. Seconded by Maletzke. Motion carried unanimously. (Wayne to get specifications and pricing to committee members to present at October Town Board meetings).
- Need for records maintenance software for cemetery to assist with locating sellable lots, location of family members, etc.; discussed that if purchased Committee to establish policy and procedures for records management and sharing of information with each Town. **Motion** to pursue the concept of purchasing cemetery software by Dryja. Seconded by Zittlow. Motion carried unanimously.
- Equipment update given by Henry; equipment maintenance to be performed in spring on newest mower; possible tools or small equipment that might be needed; talked about borrowing/renting lawn roller in spring
- 2020 Budget was \$4,500 per town (\$3,000 operating, \$1,000 capital outlay and \$500 contingency). **Motion** that the 2021 Budget - the \$3,000 per town for the cemetery operating expense of \$9,000; contingency fund be \$2,500 per Town for total of \$7,500 and leave capital outlay of \$3,000 for 2021 by Maletzke. Seconded by Dryja. After discussion motion amended of operating expenses to \$3,500 per town for total operating expense of \$10,500 by Maletzke. Seconded by Zittlow. Motion carried unanimously. **To be presented to Town Boards.**

Any and all other Business of Interest – Jim Zittlow felt the email from Leah with items for discussion was very helpful for him to go to cemetery and know exactly what to look at; Andy Dryja asked if sharing the cellphone was working for Leah and Wayne.

Next meeting scheduled for Wednesday, May 5, 2021 at 5:00 p.m.

Hearing no other orders of business, meeting is adjourned at 8:08 p.m.

Respectfully submitted for approval by,

Lynn Kauzlaric, Clerk