



CEMETERY BOARD

**MEETING MINUTES
MAY 12, 2022 - 8:00 AM**

The meeting was called to order at 8:00am by Chairman Joel Day. Day thanked everyone for attending.

Present were members Mayor Day, Kelly Herron, Ron McAbier, Mark Wideman, Tim Halter, and Rich Geib

Excused: Mitch Pace, Jim Exley and Dave Frantz

Minutes from the April 14, 2022 board meeting were approved on a motion by Tim Halter and seconded by Mark Wideman. The motion passed unanimously.

SUPERINTENDENT'S REPORT:

Superintendent Kelly Herron reported that the black chain link fence has been installed along 20th Drive SE at a cost of \$21,750.

The new backhoe and 590 tractor arrived yesterday. Herron said that he is still waiting on a gator and one more zero turn mower to come in. He was told that the gator should be in by the end of the month and the zero turn should arrive toward the end of June.

Herron said that he is currently working with the Prosecutor's office for restitution on the windows that were broken out at the caretaker's building. The two juveniles charged for the vandalism were scheduled to appear in court yesterday. One did not show and there is now a warrant out for his arrest. The superintendent said that since the plan is to take the building down, the windows were replaced with painted plywood in order to secure the building. The restitution amount submitted will be for the cost of materials and labor. Herron also suggested that the juveniles could possibly serve community service hours working at the cemetery.

Superintendent Herron reported that he has been in communication from Tom Adamich, who has started the process for the Donahey historical marker at East Avenue Cemetery. Adamich has also been in contact with Sharon Ricklic, who is the advisor for the We Can Club at Welty Middle School. Her group is willing to

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clean up and edge all of the markers around the Donahey stone as a project. Herron will contact Mrs. Ricklic to set up the project.

Herron said that he has received two applications for summer help and Director of Human Resources Lacey McKain is currently processing those applications. Service Director Ron McAbier is also working with Probation Officer Mindy Craig to have court workers serve community service at the cemetery. Herron noted that he is hoping to get more applications when college students are out for the summer, as he is still badly in need of seasonal help.

Herron reported that he received approval from Service Director McAbier to pay overtime on Saturday, May 14th to get caught up on weed trimming at the cemeteries. Mayor Day mentioned that he had gotten a Facebook message from a constituent regarding the grass height at Evergreen Cemetery.

OLD BUSINESS:

Superintendent Herron reported that in the past year (April 2021 to April 2022), 131 lots and 16 niches were sold for a total of \$105,125. The average spaces sold prior to the opening of Schoenbrunn Meadows Cemetery was 12. \$31,800 of that amount went into the 815 Evergreen endowment fund. That fund is growing and is currently up to \$58,000. The 814 trust fund was at \$47,606.44, however, is currently at \$25,856 due to the fencing installation at Schoenbrunn Meadows. Herron explained that \$40,000 was originally budgeted under the Cemetery Improvements line item, with \$21,000 earmarked for the fence and the rest for the demolition of the old office building. When the superintendent received the invoice from Swiss Valley Fence, the money was no longer in that line item. He was told by the Auditor that the money was cut, and the fence project would need to be paid from the endowment fund.

Herron provided an update on the construction of the pillars at the entrance of Schoenbrunn Meadows Cemetery, being donated by Chris Born. He said that the project is moving forward, and that Jeff Graham at Belden Brick has donated 19,000 bricks for the pillars. Herron spoke with Chris Born recently to let him know that the bricks were made and ready to be picked up.

Discussion continued on the brochure for Schoenbrunn Meadows. Flyers mailed with the water bills to all residents would go through Smartbill, at a cost of around \$465 for 6,000 flyers. The Cemetery Board members suggested the information that they'd like the flyer to include. Executive Assistant Jami Bailey will continue to work with Kelly Herron on the flyer and bring it to the board once complete for their input and approval.

NEW BUSINESS:

None.

With no other business to discuss, the meeting adjourned at 8:24 am on a motion by Ron McAbier and second by Tim Halter.

Jami Bailey, Administrative Assistant