

CITY OF BERLIN
OAKWOOD CEMETERY BOARD MEETING AGENDA
WEDNESDAY APRIL 19, 2023
BERLIN CITY HALL COUNCIL CHAMBER
MEETING IS OPEN TO THE PUBLIC & CITY HALL IS HANDICAPPED ACCESSIBLE

- 1) Call to Order/Roll Call
- 2) General Public Comments. Registration card required (located at podium in Council Chamber).
- 3) Election of Officers.
- 4) Financial report from the City Clerk, Treasurer. RECOMMENDATION: Receive and place on file the written reports from the City Clerk, Treasurer.
- 5) Minutes from October 19, 2022 Oakwood Cemetery meeting. RECOMMENDATION: Approve the minutes.
- 6) Discussion on Columbarium Bylaws/State Law Requirements. RECOMMENDATION: Listen to discussion and action as appropriate.
- 7) Old Business:
- 8) New Business:
- 9) Next meeting date as necessary
- 10) Adjourn

**OAKWOOD CEMETERY BOARD MEETING
WEDNESDAY, OCTOBER 19TH, 2022
CITY HALL COUNCIL CHAMBERS**

Call to Order: Moldenhauer called the October 19TH Oakwood Cemetery Board meeting to order at 6:00 p.m.

Roll Call: Present were: Leroy Moldenhauer, Jane Waalkes, Dave LaBuda, Nancy Gimenez, MaryKay Blazel, and Gloria Lichtfuss. Others in attendance were Joe Drover, Sexton.

Public Comments: There were no public comments.

Financial Report: Reviewed by members. Waalkes asked if the CD is just rolled over or if someone checks into a better rate. LaBuda stated that in the past they do shop around for the best CD rate when they come due. Motion made by Blazel to accept the financial report, and Gimenez seconded. The motion was carried by voice vote.

September 21st Meeting Minutes: The minutes from September 21st, 2022 were reviewed and a motion by LaBuda to accept the minutes, seconded by Waalkes. The motion carried by voice vote.

Ghost Walk Cancellation for 2022: Moldenhauer reported the Ghost Walk for 2022 has been cancelled. Lichtfuss noted that Chris Kalupa said it was due to a lack of volunteers.

Lawn Mower for Cemetery: Drover reports that one of the mowers no longer works and needs replacing by spring as they need to keep 3 mowers functioning. Drover presented a quote for a new mower with a bagger and after discussion a motion was made by Waalkes to cover half the cost of the mower, up to \$6,025.00 at discretion of Sarah to what funds to use, seconded by Gimenez. The motion was carried by voice vote.

Spring 2023 Flower Bids: Drover reported that Hoover did not respond to the spring flower bid, he presented a bid from Heidi Heath Farms Inc. for \$3,800.00. Blazel reported that in talking to Petal and Plows they might be interested in the future but they weren't at this time. Flower Bid was reviewed and motion made by Blazel to go with Heath Farms for the 2023 flowers, seconded by LaBuda. The motion was carried by a voice vote.

Columbarium Bylaws Discussion: Gimenez stated that the subcommittee is looking for more guidance on exactly what the city needs, she will contact Midge Seaman and look into putting together an outline. Discussion followed on who is responsible for making sure payment is made. Drover noted that a recent columbarium burial was paid.

Sexton Report: Drover reports the columns are completed. The interior of the chapel will start soon. They will be working on picking up leaves and putting up deer fences soon.

No old or new business was brought up for discussion.

Next Meeting Date: TBD

Gimenez made a motion to adjourn the meeting and Lichtfuss provided the second. The motion was carried by voice vote. Meeting was adjourned at 6:40 p.m.

This report is respectfully submitted by Gloria Lichtfuss, Oakwood Cemetery Board Member