

CITY OF BERLIN
OAKWOOD CEMETERY BOARD MEETING AGENDA
WEDNESDAY April, 17, 2024 - 6 P.M.
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) Financial report from the City Clerk, Treasurer. RECOMMENDATION: Receive and place on file the written reports from the City Clerk, Treasurer. (Sara is still on maternity leave so there may be no Financial report)
- 4) Minutes from October 18, 2023 Oakwood Cemetery meeting. RECOMMENDATION: Approve the minutes.
- 5) Board Reappointments:
 - Bobbie Erdmann – term ends 2024 – has agreed to stay on, and has been reappointed by Mayor and confirmed by Common Council
 - Gloria Lichtfuss – term ends 2024 – has agreed to stay on, and has been reappointed by Mayor and confirmed by Common Council

Old Business:

- Green Burials
- Fence on the north end of the cemetery
- Flower update
- Dump truck update
- Kiosk update

6) New Business:

7) Adjournment

**OAKWOOD CEMETERY BOARD MEETING
WEDNESDAY, October 18, 2023 6:00 P.M.
CITY HALL COUNCIL CHAMBERS**

1.) Call to Order: Nancy Gimenez called the October Oakwood Cemetery Board meeting to order at 6:01 p.m.

Roll Call: Present were: New member Luann Beyer, MaryKay Blazel, Bobbie Erdmann, Nancy Gimenez, Dave LaBuda, and Gloria Lichtfuss. Others in attendance were Kristina Boeck, Joe Drover, Sexton, Midge Seaman, and Scott Zabel.

2.)General Public Comments: There were no public comments.

3.)Financial Report: Reviewed by members. Motion made by Erdmann to accept the financial report, and Blazel seconded. The motion was carried by voice vote.

4.)August 16th Meeting Minutes: The minutes from October 19, 2022 were reviewed and Erdmann suggested that under #5) it should be mentioned what resignation was. A motion by Erdmann to accept the minutes, seconded by LaBuda. The motion carried by voice vote.

5.) Present 2024 Flower bids for Oakwood Cemetery for 2024. Zabel stated he doesn't have any bids. He sent requests to Heath Farms, Hoover Country Greenhouse, and Petals and Plow but the only one who even showed any interest was Heath Farms, however they said it was too early for them to know their 2024 prices yet. Zabel felt the glitch was that they asked for deer resistant flowers. After discussion Erdmann made a motion to go with Heath Farms and pay up to \$4,000.00 for 2024 flowers, second by Lichtfuss. The motion carried by voice vote.

6.)Present Purchase of New Dump Truck that is jointly owned by the City of Berlin and Oakwood Cemetery: Zabel passed around pictures of the 1996 truck that was bought used and is falling apart and not safe for use and thus they are looking at purchasing a new 1 ton Ford truck with aluminum body. The city is approving ½ of the funds and Zabel is asking the Oakwood Cemetery Board to approve the other half, which he estimates will be \$40,000.00. The old truck would then go to auction and whatever it is sold for would be split 50/50 between the city and the Oakwood Cemetery funds. Blazel made a motion to take \$40,000.00 from our accounts to help purchase the truck, second by Lichtfuss. The motion carried by voice vote.

7.) Present Kiosk options: Zabel said he contacted Dave Olson Jr., furniture maker, but found he is no longer in business and not an option to build a kiosk. Zabel had a catalog with an example of what they were looking at and said we could table the topic until spring or we could order something and they could put it together over the winter. After discussion, Beyer made a motion to have Zabel purchase a Kiosk up to \$3,000.00, second by Erdmann. The motion was carried by voice vote.

8.) Present costs to repair monuments: Drover reached out to both Reinke and Twin City, both said they'd send quotes but he only received one from Twin City which he presented to the Board for cost of \$2,069.00. Erdmann noted that in the past \$1,000.00/year was allotted for repairs but repairs have not been done for many years, well before Covid. Drover noted some repairs are due to unlevel foundations, some small repairs they're able to do but not the major repairs listed. Erdmann made a motion to designate \$2,000.00 and she will personally donate the \$69.00 for the monument repairs by Twin City, second by LaBuda. The motion was carried by voice vote. Drover will contact Twin City tomorrow as they said they could complete the work yet this year.

9.) Presentation by Columbarium Committee: Seaman reviewed the findings of the Columbarium Committee, noting the need for some guidelines stemmed from one family having 24 niches and Cindy Skipchak pushing for single/double as some people can't afford lots. After presentation, there were no further suggestions thus this will go to Rutkowski and City Council. Blazel made a motion to adopt the recommendations from the Columbarium Committee and send to Council for approval, second by Lichtfuss. The motion was carried by voice vote.

10.) Old Business: Erdmann questioned if our next meeting is not until spring and a need came up what would happen. Seaman explained that an extra meeting would be called during the winter and we would be contacted if needed.

11.) New Business: 1) Seaman brought up the topic of Green Burials and whether or not we should educate ourselves about them. Erdmann suggested contacting Jim Olson (Dave and Diane's son) who runs a funeral home and has had some experience with them. Green burials are environmentally friendly but it would be helpful to learn more about them.
2) Seaman questioned if a fence is needed on the north end of the cemetery where the kids are coming in and playing, which is a violation as well as leaving garbage, etc. Erdmann suggested that the police be informed.

12.) Adjourn: Lichtfuss made a motion to adjourn the meeting and Beyer provided the second. The motion was carried by voice vote. Meeting was adjourned at 7:00 P.M.

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