

CITY OF BERLIN  
OAKWOOD CEMETERY BOARD MEETING AGENDA  
WEDNESDAY May 15, 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) Election of Cemetery Board officers. RECOMMENDATION: Discussion and action as appropriate.
- 4) 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 leave so there will not be a report available)
- 5) Minutes from April 17, 2024 Oakwood Cemetery Board meeting. RECOMMENDATION: Approve the minutes from the April Oakwood Cemetery Board meeting.
- 6) Review Certified Survey Maps from surrounding properties to learn if fencing is ok to install. RECOMMENDATION: Discussion and action as appropriate.
- 7) Possible purchase of new trees. RECOMMENDATION: Discussion and action as appropriate.
- 8) Old Business
- 9) New Business
- 10) Adjourn

City of Berlin - Oakwood Cemetery Meeting - 04.17.24

Meeting was called to order by Acting President Nancy Gimenez at 6:04 PM. Roll Call was taken. Board Members Present; Luann Beyer, Bobbie Erdmann, Nancy Gimenez, David LaBuda, Midge Seaman. Absent were: Gloria Lichtfuss and Mary Kay Blazel. Staff Present; Deb Thiel and Joe Drover, Sexton

There were no public comments.

No Financial Report was presented as the Treasurer, Sara Rutkowski is on leave.

Seaman moved to accept the minutes as presented. Erdmann seconded the motion which carried on a voice vote.

Board reappointments were announced; Erdmann and Lichtfuss were both reappointed. There was a discussion as to the length of the term which will be clarified at the next meeting.

The Board discussed Old Business:

Green Burials - Gimenez presented her findings on what she had learned recently about Green Burials. Drover also reported the discussion he and Zabel had concerning Green Burials and where, if determined we will allow them in Oakwood, they would likely go. Drover also added that because of the way the Cemetery Rules and Regulations read, it would still be necessary to require an urn vault or adjust the wording in the Rules and Regulations. Discussion ensued and it was suggested, due to not having serious inquiries yet, that we should be proactive in establishing rules and regulations if this is the direction the Board would like to go. Gimenez stated she has a link to a 45 minute YouTube video she could share with the Board. All agreed to watch a 45 minute video regarding Green Burials at a future meeting and discuss at that time.

Old Business:

Fence on the North End of the Cemetery: Drover reported that he and Zabel believe the lot line for the cemetery ends at the drive way and that we may not be able to put a fence up to close off access to the private houses on that end.

The Board asked Drover to contact Ludolf to see if there is a Certified Survey on one or both properties to establish where exactly that line is. Drover will do that and report at next meeting.

Flower, Truck updates were given by Drover. Small discussion, no actionable item as this is completed. Kiosk update by Drover. He stated the plan is to have the new Kiosk up by Memorial weekend. Thiel reported she is working on updating the books for the Memorial Weekend when the Cemetery gets busy with visitors.

New Business: Update on Diseased and Dead trees in the Cemetery and whether we should purchase more trees due to the recent loss of several trees.

Election of Officers for the 2024 year.

Seaman made a motion to adjourn the meeting, Erdmann seconded the motion which carried on a voice vote. At 6:44Pm Gimenez adjourned the meeting.

Midge Seaman, Acting Secretary