

CITY OF BERLIN
OAKWOOD CEMETERY BOARD MEETING AGENDA
WEDNESDAY June 19, 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.
- 5) Minutes from May 15, 2024 Oakwood Cemetery Board meeting. RECOMMENDATION: Approve the minutes from the May 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
 - A. Pricing on fencing vs fast growing trees
 - B. Tree purchase in Fall
 - C. Chapel Work - Kiosk
- 9) New Business
- 10) Adjourn

OAKWOOD CEMETERY BOARD MEETING
WEDNESDAY, May 15, 2024 6:00 P.M.
CITY HALL COUNCIL CHAMBERS

1.) Call to Order: Nancy Gimenez called the October Oakwood Cemetery Board meeting to order at 6:00 p.m.

Roll Call: Present were: Luann Beyer, Bobbie Erdmann, Nancy Gimenez, Dave LaBuda, and Glória Lichtfuss. Staff in attendance were Joe Drover, Sexton. Absent were: MaryKay Blazel, Midge Seaman

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

3.) Election of Cemetery Board Officers Motion made by Erdmann to postpone the election until next meeting when we have more representation, second by Beyer. The motion carried by voice vote.

4.) Financial Report: No financial report was reported as the Treasurer, Sara Rutkowski is on leave.

5.) April 17th Meeting Minutes: The minutes from April 17, 2024 were reviewed and Erdmann noted a correction to the minutes that should be added. It was Jim Olson who travels and speaks about Green Burials. It was suggested that we try to arrange something in the future with him to learn more about Green Burials. A motion by Erdmann to accept the minutes as corrected, seconded by LaBuda. The motion carried by voice vote.

6.) Review Certified Survey Maps from surrounding properties to learn if fencing is ok to install. Drover reported on the 2 options of installing to 370 feet, which would go to block 43 or to end 675 feet. One option is a white vinyl fence and the other a brown composite fence. After discussing the idea of looking into fast growing trees such as arborvitae or some other shrubs, Gimenez offered to look into pricing. Erdmann made a motion to have Gimenez look into this alternative to compare to the material fences, second by Lichtfuss. The motion carried by voice vote.

7.) Possible purchase of new trees: Drover stated that there was a list of original trees in the cemetery (330), of which there are still 300. The list contains the species and how many of each. He noted that 36-40 ash trees were taken out but that if you go up to the cemetery it's not that noticeable. LaBuda noted that it is more in the older section than the new section. They noted that from the 10 trees bought at Blue Sky in 2021, only 6 are still alive. Both Drover and LaBuda felt there are enough trees for now and suggested that the committee visit the cemetery and we can revisit the idea of purchasing trees in the fall.

8.) Old Business: a. Drover noted that the flowers purchased from Heath are coming in on May 24th.

b. Erdmann questioned how the chapel work is coming along. Drover said there hasn't been any progress done since the knockout. Drover said Scott has contacted the company several times but there hasn't been any further work done, no plaster back on. It was suggested that he talk to Scott and maybe even have Atty. Chier send a letter to the company.

9.)New Business: a.) Gimenez handed out a Cemetery Board Member list to check for accuracy of names, emails, addresses and phone numbers.

b.) Erdmann questioned if there were booklets, the booklets explain the history, how to reserve a spot, etc. and would be placed in the kiosk. Driver explained that right now the booklets are in the chapel and will be going in the new kiosk when it is put up. They are coordinating the cement work with other city projects to conserve costs.

12.) Adjourn: Gimenez made a motion to adjourn the meeting and Beyer provided the second. The motion was carried by voice vote. Meeting was adjourned at 6:37 P.M.

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