

**CITY OF BERLIN
OAKWOOD CEMETERY BOARD MEETING MINUTES
WEDNESDAY JULY 15, 2026 - 6 P.M.**

1. Call to Order/Roll Call - The meeting was called to order by President Gimenez at 6:01 PM. Members Present: Gimenez, Labuda, Blazel, and Seaman. Members Absent: Beier, Lichtfuss, and Erdmann. Also Present: Majeskie, Drover, and Cauley.

2. General Public Comments - There were no public comments.

3. Minutes from the 06/17/2026 Meeting - Seaman made a motion to approve the minutes from the June 17, 2026 meeting. The motion was seconded by Blazel and passed via voice vote.

4. Financial Report

A. Review CD Renewal Outcome -

The financial report was presented, including an update on the CD renewal rate. Majeskie stated the CDs were renewed with Farmers and Merchants Bank at a rate of 3.75%. The board discussed how this rate differed from the previously approved terms and agreed on the need to establish a timeline to meet prior to the next renewal date to allow sufficient time for Council approval.

Labuda made a motion to accept the financial report as presented. Following a roll call vote, the motion passed with 3 ayes (Labuda, Gimenez, and Blazel) and 1 nay (Seaman).

5. Old Business

A. Lighting Project Update - Gimenez provided an update, and Majeskie and Drover shared the current project status. Drover noted that the electrician (Lundt) will arrive soon to complete the necessary wiring for the additional lighting, after which the Lighting Squad will be notified.

B. DAR (Daughter's of the American Revolution) Historic Preservation Grant Follow Up- Gimenez reported that she placed another call to the contact in Ripon to resolve the outstanding questions holding up the grant. No response has been received to date, so the project remains at a standstill.

C. Arboretum Update - Gimenez shared recommendations from the Morton Arboretum regarding final approval preparation. Per their suggestion to have a brochure ready, Gimenez presented a draft brochure to the members for feedback on the included map. Following a group discussion, Gimenez made a motion to accept the brochure as presented, with the option to make future revisions based on public feedback. The motion was seconded by Blazel and carried via voice vote.

1. Tree Update

a. Storm Damage - Drover reported that three large limbs came down during the storm: two Red Oaks (one in Potter's Field and one directly across the road to the west of Potter's Field) and one Linden tree limb.

b. Tree Purchase - Gimenez provided an update on the species currently available from Marty's Blue Sky Nursery in Eureka, WI, which include Hackberry, American Beech, and Kentucky Coffee tree. The board discussed purchasing smaller trees to maximize the budget, noting that 68% of the trees in the cemetery are aging out. The recommendation from Gimenez was to purchase two Hackberry trees, one Beech tree and one Coffee Tree. Seaman made a motion to accept Gimenez's recommendation. Labuda seconded and the motion was passed on a voice vote.

2. Mapping Trees - This topic was addressed during the Arboretum Update. No further action taken.

E. Priority Areas for Oakwood Cemetery – Survey Results Review - Gimenez tallied the results of the priority list survey. The results are:

1. Cemetery Tours
2. Headstone cleaning and repairs
3. Cemetery owned Columbarium
4. Honorable mention: Website review and update

E. Example Revised Memorial and Bequest Form - Seaman presented a draft of a bequest form but discussed that it was only a rough draft. She stated she felt it would be best to revisit when we are an actual arboretum so we could discuss what we will officially be calling the Cemetery with Arboretum and include that in the letter/form.

1. Are Donations Tax Deductible? – Majeskie presented information from the City Attorney which stated, "Because the Cemetery Board is an extension of the City, donations made to the Cemetery Board are tax deductible since donations made for public purposes qualify for deduction under the Internal Revenue Code ("IRC") § 170(c)(1)."

6. New Business

A. Arboretum Brochure - This topic was addressed during the Arboretum Update. No further action taken

7. Sexton Report - Drover stated he is using the new lawnmower, and it is working well.

8. Adjourn - At 7:00 pm Gimenez made a motion to adjourn the meeting. Seaman seconded the motion which passed on a voice vote.

Minutes submitted by

Midge Seaman, Oakwood Cemetery Board Vice President