



City of Lawton

Lawton City Hall
212 SW 9th Street
Lawton, OK 73501

Highland Cemetery Board

Minutes

Wednesday, November 5, 2025

2:00 PM

2nd Floor Conference Room -
Lawton City Hall

"Official action can be taken only on items which appear on the agenda. The Commission may adopt, approve, ratify, deny, defer, recommend, or continue any agenda item. The Commission may also propose and enact floor amendments to any matter presented before them. When more information is needed to act on an item, the Commission may refer the matter to City Staff. Under certain circumstances, items are deferred to a specific later date or stricken from the agenda entirely."

Meeting Called to Order and Roll Call

MEMBERS PRESENT: Robert Williams, Deuce Gragg

MEMBERS ABSENT: Barry Beauchamp

STAFF PRESENT: Kelvin Ingram (P&R Deputy Director), Donald Kousman (Cemetery Sexton), Dylan Dunavin (Administrative Assistant II).

OTHERS PRESENT: None

Reports

1. Parks and Recreation staff

Donald Kousman reports that Highland Cemetery has had 104 interments, 56 spaces purchased, and 13 charity cremations with 6 more upcoming. The cemetery care fund is at \$26,093.75, the general fund is \$78,281.25, totaling \$104,375.00.

- Kelvin Ingram asks for clarification on charity cremations.
 - DK states that a charity cremation is when nobody claims the body after so long and the county can't contact a next of kin, the body becomes eligible for a charity burial, however they only do cremations now to save the spaces.

2. Cemetery Board Members

Robert Williams and Deuce Gragg both state they have nothing to report.

Audience Participation

Anyone who has an item of business to present to the commission that does not appear on the agenda please come forward.

Unfinished Business

Business Items

3. Consider approving the minutes from the August 6, 2025, regular meeting.

Consider approving the minutes from the regular meeting held on August 6th, 2025 regular meeting.

MOTION by Robert Williams; SECOND by Deuce Gragg

AYES: Robert Williams, Gerald "Deuce" Gragg.

NAYS: None

MOTION CARRIES

4. Consider approving the 2026 Annual Meeting Notice.

Consider approving the 2026 Annual Meeting Notice

MOTION by Deuce Gragg; SECOND by Robert Williams

AYES: Robert Williams, Gerald "Deuce" Gragg.

NAYS: None

MOTION CARRIES

5. Discuss and take action on the James Pooschke project.

Discuss and take action on the James Pooschke project.

Donald Kousman states that citizen James Pooschke wants to put full-size granite markers on the remaining graves he owns. The concern is the potential for liability on the city in the future when those monuments need to be moved for a burial. Since Mr. Pooschke is absent, as well as Barry Beauchamp, it is best to table the subject until a special meeting can be held, so the citizen can properly present it to all board

members.

MOTION TO TABLE by Robert Williams; SECOND by Deuce Gragg

AYES: Robert Williams, Gerald "Deuce" Gragg.

NAYS: None

MOTION TABLED

Adjournment

The City of Lawton encourages participation from all of its citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at (580) 581-3305 at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. The City may waive the 48 hour rule if interpreters for the deaf (signing) is not the necessary accommodation."

MOTION by Robert Williams; SECOND by Deuce Gragg

AYES: Robert Williams, Gerald "Deuce" Gragg.

NAYS: None

MOTION CARRIES, MEETING ADJOURNED AT 2:08PM