MINUTES
REGULAR CALLED MEETING
HIGHLAND CEMETERY BOARD
JANUARY 6, 2010

The Chairman, Chris Elledge, called the Regular Called Meeting of the Highland Cemetery Board to order at 2:05 p.m., Wednesday, January 6, 2010 at the Highland Cemetery Office. Notice of the meeting and agenda were posted on the City Hall bulletin board as required by State Law.

ROLL CALL: Chris Elledge, Raymond Jackson, and Robert Williams.
MEMBERS ABSENT: None.
STAFF PRESENT: Gerald Catlett, Parks and Grounds Administrator
Azalee McGahee, Cemetery Sexton
Jeanie Wheeler, Recording Secretary
VISITORS: None.

CONSIDERATION OF THE MINUTES OF THE REGULAR CALLED MEETING OF JULY 8, 2009.
Elledge asked for consideration of the minutes of the Regular Called Meeting of July 8, 2009, and they were approved as written.

AUDIENCE PARTICIPATION: None.

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1. CONSIDER AND TAKE APPROPRIATE ACTION TO APPROVE ITEMS CAPITAL OUTLAY REQUESTS FOR THE COMING FISCAL YEAR OF 2010-2011. (A list of items and quotes were presented by staff). This list will be included with these minutes.

Elledge introduced this item for discussion and asked the members to review and consideration for discussion and approval as appropriate.

Catlett provided background information and justification for each item requested for capital outlay as presented on the outlined listing.

There was continued discussion among the board members and staff member referencing each item requested.

There was no other discussion and a motion was called.

MOTION by WILLIAMS; SECOND by ELLEDGE.
To approve action for capital outlay requests as presented by staff coming fiscal year of 2010-2011 as follows:

1)	**COMPUTER AND SOFTWARE**	**REPLACEMENT**	**$1,500.00**
2)	**MUD TRACKS**	**ADDITION**	**$2,500.00**
3)	**HARD TOP CHAPEL 14'X20'**	**ADDITION/REPL**	**$5,000.00**
4)	**JOHN DEERE BACKHOE SEALS**	**REPLACEMENT**	**$7,000.00**
5)	**POWER PRESSURE WASHER**	**ADDITION**	**$ 600.00**
6)	**LANDSCAPING**	**ADDITION**	**$ 2,500.00**
7)	**COLVERTS (for underground drainage)**	**ADDITION**	**$2,500.00**

AYES: Elledge, Jackson, and Williams. NAYS: None. MOTION CARRIED.

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2. CONSIDER AND TAKE APPROPRIATE ACTION TO REQUEST FROM THE TRUSTEE OF THE PERPETUAL CARE FUNDS FOR CHEMICALS AND WEED CONTROL PRODUCTS AND EQUIPMENT/SUPPLIES NEEDED FROM THE PERPETUAL CARE FUNDS FOR THE PURPOSE OF CARING FOR THE PERPECTUAL CARE LOTS.

Elledge introduced this item for discussion and the asked the Board member and staff to review and provide a decision for the necessary action needed to provide resolution for this item.

McGahee and Catlett provided discussion concerning the justification of this request of the Trustee of the Perpetual Care Funds.

There was no other discussion and a motion was called.

MOTION by JACKSON; SECOND by WILLIAMS.

TO APPROVE ACTION TO REQUEST FROM THE PERPETUAL CARE FUND TRUSTEE THE FOLLOWING ITEMS FOR CARE OF THE PERPETUAL CARE LOTS:

1)	**SELF-PROPELLED WALK MOWERS**	**REPLACEMENT X 2**	**$2,200.00**
2)	**CAB COVER FOR 4 X 4 GATOR**	**ADDITION**	**$ 750.00**
3)	**CONTRACT WEED/FERTILIZER SPRAYING**		**$3,500.00**
			$6,450.00

AYES: Elledge, Jackson, and Williams. NAYS: None. MOTION CARRIED.

Catlett stated that he would get a letter prepared to the Trustee of the Perpetual Care Fund to request these items for next years budget.

REPORTS/CORRESPONDENCE:
A. Cemetery Care Funds Report. (Copies handed out at meeting)
B. Cemetery Sexton's Output Report.
The Sexton provided the information for the Output Report for October, November, December.
C. Staff update on all Cemetery projects that are not completed.

No updates were given at this time.

COMMENTS/DISCUSSION/ADJOURNMENT
There were no other comments or discussion and the meeting adjourned at 3:00 p.m.

RESPECTIVELY SUBMITTED,
CHRIS ELLEDGE, CHAIRMAN
HIGHLAND CEMETERY BOARD