

**MINUTES
SPECIAL CALLED MEETING
HIGHLAND CEMETERY BOARD
MARCH 11, 2021 2:00 P.M.**

Robert Williams, called to order the Special Meeting of the Highland Cemetery Board on, Thursday March 11, 2021, 2pm at the Owens Multipurpose Center Conference Room. Notice of the meeting and agenda were posted on the City Hall bulletin board as required by State Law.

ROLL CALL

PRESENT: Robert Williams, Gerald (Deuce) Gragg and Barry Beauchamp

MEMBERS ABSENT: None

STAFF PRESENT: Keith Neitzke, Parks and Grounds Superintendent, John Spencer Mullins, Katisha Wiley, Recording secretary

Deborah Long, Past Recording Secretary

VISITORS: None.

NO MINTUES AT THIS TIME

AUDIENCE PARTICIPATION: none

NEW BUSINESS ITEMS:

1. CONSIDER AND TAKE APPROPRIATE ACTION, IF NECESSARY, TO CREATE A DOUBLE-DEPTH SECTION OF THE CEMETERY AND MAKE RECOMMENDATIONS TO THE COUNCIL.

DISCUSSION:

Mullins said there are only 160 grave spaces running north & south in a row with 4 rows running east to west and 3,840 spaces available. Could possibly be a price increase but it will be up to the board to approve. He is proposing double-depth grave sites. To have an upright marker you would have to purchase 4 spaces or more. If double-depth is approved, they can get an upright for each 2 which would keep the maintenance down. The double-depth will be taking up half as much space. If they are military, they can have the bronze marker. If there was a double-depth for a husband and wife and wife passes and husband remarries only a family member can utilize the 2nd double-depth. 2015 was the last time the fees were raised. If an increase of fees is added it would have to be a separate item purposed to the council.

MOTION by BEAUCHAMP, SECOND by GRAGG TO TABLE ITEM 1 AND BRING BACK AT THE NEXT MEETING. AYES: Williams, Gragg, Beauchamp NAYS: None. MOTION CARRIED.

2. CONSIDER AND TAKE APPROPRIAT ACTION, IF NECESSARY, TO CREATE A COLUMBARIUM SECTION OF THE CEMETERY AND MAKE RECOMMENDATIONS TO THE COUNCIL.

DISCUSSION:

Mullins said the public is wanting more options. Cremations are affordable and do not require as much maintenance. The columbarium will be double niches that will be 4 to each level. The benches can be moved from the chapel and the columbarium can be placed around that area. The cost of one columbarium could possibly be \$2000.00, and it would be 2 per pad. Chairs and a handicap ramp will be added to the chapel if approved by the council. Staff involvement would be minimal. A funding source will be discussed at the next meeting

MOTION by BEAUCHAMP, SECOND by GRAGG TO TABLE ITEM 2 AND BRING BACK AT THE NEXT MEETING. AYES: Williams, Gragg, Beauchamp NAYS: None. MOTION CARRIED.

3. CONSIDER AND TAKE APPROPRIATE ACTION, IF NECESSARY, TO CHANGE PROCEDURE REGARDING CHARITY BURIALS.

DISCUSSION:

Mullins stated that it cost \$775.00 per space, and it cost \$450.00 open and close a grave totaling \$1,225.00 the cemetery would like to have the right to require cremation of the individual for charity burials. We would be able to put 3 cremations in one full body space. If cremated it would only cost \$450.00. Gragg posed a question of who was going to pay for the cremation? It was stated that it should be the funeral home that has the body. Williams stated what would be the qualifications for a charity burial? An individual without family and no funds or if no one claims the body. Nietzsche stated that if the city was going to pay for it there would have to be a line item in the budget. Nietzsche suggested to Mullins to look into seeing if the state pays for cremations.

MOTION by BEAUCHAMP, SECOND by GRAGG TO TABLE ITEM 3 AND BRING BACK AT THE NEXT MEETING. AYES: Williams, Gragg, Beauchamp NAYS: None. MOTION CARRIED.

4. CONSIDER AND TAKE APPROPRIATE ACTION, IF NECESSARY, TO RAISE/ADD FEES CHARGED TO THE PUBLIC AND MAKE RECOMMENDATIONS TO THE COUNCIL.

DISCUSSION:

Nietzke suggested that the board should look over the fees and bring it back to the table all at one time at the next meeting. Mullins presented paperwork of the current fees and the paperwork for fee increases if approved by the council, that will be discussed at next meeting. Nietzsche suggested that each one of the discussion items should have a report and a list of fees with each one.

MOTION by BEAUCHAMP, SECOND by GRAGG TO TABLE ITEM 4 AND BRING BACK AT THE NEXT MEETING. AYES: Williams, Gragg, Beauchamp NAYS: None. MOTION CARRIED.

There were no other comments or discussion and the meeting adjourned at 3:43 p.m.

RESPECTFULLY SUBMITTED,
ROBERT WILLIAMS, CHAIRMAN
HIGHLAND CEMETERY BOARD