

Minutes of Prince George's Cemetery Committee

May 31, 2015

Note: Recording Device Location Folder A

The meeting was called to order at 2:01 p.m. by President Melody Chandler. A sign-up sheet was circulated for member signatures. Present were Gayle Chandler, Melody Chandler, Brian Baull, Patti Adams, Meri Jo Montague, and Sandie Gerken.

After a review of the agenda, Gayle moved to approve. With a second motion by Patti Adams, all approved the agenda for today's meeting.

The minutes from November 16, 2014 were read. Gayle pointed out a typo error on page 2, first sentence to be corrected to read \$1000 for the grant. With the correction made, Gayle moved to approve the minutes with a second by Jo Montague. The minutes were approved as corrected.

Brian reviewed the Treasurer's report and cemetery budget. Our current assets are \$114,188.16, including checking, savings and CD accounts. Expenditures reported since the last meeting include payments to DDOC of \$1700.00 toward the total \$2550.00 contracted payments for 2015 maintenance of the cemetery. Income reported included \$1000 for 4 burials, \$500 donation from town council, \$167.51 interest on CDs, and insurance claim proceeds of \$1675.00 for the brick wall damage. The FY2016 projected budget was reviewed. A copy of this financial report and the town administrator's report are attached to the hard copy of these minutes and can also be reviewed at the town hall upon request.

Correspondence: Several emails have been received and answered and will be addressed in New Business.

The Administrator's report was reviewed and items will be addressed in Old and New Business below. No reports were given by officers or representatives.

OLD BUSINESS: DDOC: Maintenance of the cemetery was discussed. The \$2550.00 fee is a contracted amount for the season. The town pays DDOC \$425.00 per month until the total \$2550 is paid. Perpetual care and cuttings began April 1 and will continue weekly until November 1, 2015. It was agreed that this is a reasonable fee compared to the commercial going rate.

Update of Town Website: Currently ongoing, the website needs improvement. Discussion centered on the need to provide separate information for the Friends and the Cemetery Committee since we are separate entities. There should be a link to historical information on the chapel, officers of the Friends, membership fees, and calendar of events. The Cemetery Committee needs its own link for rules and regulations, burial information, list of local funeral directors, information on burials, costs, etc., phone/email numbers for contacts. We need to include invitation to everyone to join our committee,

pictures, video for both entities. Gayle volunteered to sit down with Autumn at town hall and provide the information. Melody has knowledge of design for the website, so information needs to be provided so this project can move forward. Jo will present this information to the Friends at the June meeting.

Fencing: Since the fencing on the Ward Lane, tract 1 side of the cemetery infringes on some plots and there is no fencing around the cedar tree and two plots beneath the tree, Stacey has presented two options to the state for corrected fencing in this area. Option 1 brings fencing back onto state property towards the "lane" and encompasses the tree, then meets up with the last 3 sections in this tract. Option 2 brings the fence back but does not encompass the tree. The committee was more in favor of Option 1, but discussion centered on moving that entire section of fence for tract 1 back to encompass the tree and includes the remaining 3 sections. Gayle moved that this is the option we would recommend. Sandie seconded and motion passed. Stacey is awaiting a reply from the state. (See photos attached to hard copy of minutes.) We would address any objections to the fence on tract 2 on Chapel Lane side at a future time when funds might be available.

Bunting Plot: Regarding the issue of the fallen stone of Hannah Conquest in this family plot, the Deputy State Historic Preservation Officer, Gwen Davis was contacted for advice. Her reply by email suggested that this stone has become embedded in the turf a long time. If the family wants to pursue discovering if grave actually exists there or whether the monument was broken off "in situ", removing topsoil and/or probing the ground for vault or other stone evidence, she recommended that a professional archaeologist do it. A funeral director could do the probe. Removing the stone is not recommended. The information was relayed to Jim Bunting, but no further response has been received from the family to date.

NEW BUSINESS: Smith and Lewis Plot: A call was received from Mrs. Tietmeyer regarding a headstone monument for LEWIS(Victor and Nancy) being placed too close to the footstone the grave of Joseph Smith behind it. Several members of our committee inspected the site. It appears that the Smith footstone may infringe slightly into the Lewis plot when lined up with the Lewis cornerstone. Mrs. Tietmeyer was advised that she needed to discuss the issue with the monument company to determine if both stones were placed correcting or need to be resituated. No further inquiries have been received from Mrs. T, so the matter is considered resolved for our committee.

Spicer and Lewis Family Plot: Melson Funeral Home received a call earlier this year from a family with 3 graves in the older section (tract 2) of the cemetery requesting information on interring the remains of a relative near the 3 existing lots. Inspection by Gayle and the town indicated that there is a small area between the Spicer headstone and the right cornerstone, but more room to the far left of the 3 lots (orientation refers to the photos taken at the site. See photos attached to hard copy of these minutes). Doug Melson was informed that the family could place the remains in the Spicer plot small area by paying only the burial permit opening fee of \$250 and \$225 for the 4 corner markers. If the area to the left of the 3 plots is chosen, they would need to pay \$600 for a new burial plot plus \$225 mandatory cornerstones in addition to the \$250 grave opening fee. Doug Melson advised that the family would rather use the small area within Spicer plot IF they can get a small gravestone there. Doug sent Lloyd's

Memorial to measure. The matter has been resolved as far as the town is concerned, but no burial has been done there to date.

Cost of Plot and Mandatory Cornerstones: The above issues led to addressing the issues of cornerstones and costs of new plots. Many lots DO NOT currently have cornerstones in place, which could lead to more issues with grave placements. The council voted in March to set the new burial plot fee to \$825.00 (includes \$225.00 for 4 cornerstones). The vote included making the 4 cornerstones mandatory for each lot. Any grave within a current plot without cornerstones will need to pay \$225.00 for cornerstones plus grave opening fee any time a grave needs to be opened for burial. If there are missing/damaged cornerstones on a lot, a reduced cost of \$75 for replacement is required. Any existing lot without cornerstones, an owner can pay \$225 to have them placed.

Amendments were needed to the existing rules and regulations for the above costs and approved by council. The additions are the addition of rule #9 and amendment to rule #7. We noted that switching the order of rules 8 and 9 for clarity. Patti moved that we approve the adoption of these two amendments to the rules/regulations with the suggested order change. Sandie seconded and all approved.

INSURANCE: In April, the liability insurance for the cemetery has switched carriers due to cost. The new policy is very similar with considerable savings. Insurance for Markers and Stones caused by Vandalism/Malicious Mischief has limits up to \$25,000 per occurrence for replacement cost, subject to \$500 deductible.

With no other business, Sandie moved to adjourn the meeting with a second by Patti. The meeting was adjourned at 2:55 p.m. Next meeting will be scheduled for November 2015, date and time to be announced.

Respectfully submitted,

Cassandra H. Gerken

Recording Secretary