

Subject: Meeting of the Coe Township Cemetery Board

Location: Township Admin Building, 7:00pm, January 14, 2014

Call to Order:

Select Meeting Dates:

- Four per fiscal year to be attended by the three board members (Jim and John attend as needed)
- Fiscal year is April 1st through March 31st (Possibly March, June, September, December dates?)
- Provide email addresses and phone contact numbers for each of us
- We must follow the Opens Meeting Law (must record minutes)

Sexton appointments and pay:

- Jim Sallows – Fairfield
- John Sample - Pleasant Point
- Pay proposed \$500 per year plus \$50 per burial

Cemetery Board Members proposed:

- Paul Riewerts – President
- Stan Woodburn – Secretary
- Mike Saddoris – Board Member
- Pay - \$500 per year and contingent on attending at least two required meetings per year

Top priority issues:

- Per state statute, graves should be registered with the state (not presently doing this)
- The Board should put together a list of expectations for the Sexton
- Snow removal and mowing contracts
- Records, who has them and where are they stored? Copies to place in fire proof location?
- Set up room in the township building as the cemetery board office and records room.

Other:

- Estimate mowing to cost \$4000 per year for both cemeteries
- Liability insurance?
- Surveillance needed?
- Post maps in Township Building?
- Do we have any rules/restrictions on grave markers or monuments? Is there an approval process?
- Do we have any rules on flowers, decorations etc.?
- Grave markers may need work to reset some to prevent falling over?
- Privacy fence at Fairfield?
- Gravel for roads at Pleasant Point?
- Solar lighting on flags?
- Review lot pricing, suggest lower price for tax paying township folks and higher price for non-township residents.
- Construct new cemetery web page with pricing, rules, and contacts posted.
- Could funeral homes charge and collect the \$50 per grave for the sexton? Per Chris, they could.
- Additional Issues?