

## **Minutes:** Coe Township Cemetery Board Meeting

**Date:** January 14, 2014

**Attending:** Paul Riewerts, Stan Woodburn, Mike Sadoris, Jim Sallows, John Sample and Steve Simpson

### **Meeting called to order at 7pm:**

It was decided to have 4 board meetings per fiscal year to be attended by the three board members with Jim Sallows and John Sample attending as needed.

The board will follow the township fiscal year, April 1<sup>st</sup> through March 31<sup>st</sup>

It was decided to hold meetings the second Tuesday of: March, June, September, and December.

**March 11<sup>th</sup>, June 10<sup>th</sup>, September 9<sup>th</sup>, December 9<sup>th</sup> and March 10<sup>th</sup> 2015**

All members provided email addresses and phone contact numbers.

Members filed out W-9 forms and pay checks for the 2013/2014 year were passed out.

### **Cemetery Board Members Chosen:**

Paul Riewerts – President, Stan Woodburn – Secretary, Mike Sadoris – Board Member

Pay - \$500 per year and contingent on attending at least two required meetings per year

### **Sexton appointments and pay:**

Jim Sallows – Fairfield, John Sample - Pleasant Point (with cross training for them)

Pay \$500 per year plus \$50 per burial

There was a discussion and vote on the \$50 per burial issue. The vote was unanimous to have all funeral directors collect the \$50 as part of the burial fee and pay the township for the sexton service starting **01 April 2014**.

### **Other issues:**

**Paul** to check on mowing cost for each cemetery and ask for separate billings.

Members were shown a room in the township building to be used for office and records. Keys were given to **Paul, Jim and John** (both building and office keys). Records are not to leave the township building.

Per state statute, graves should be registered with the state (not presently doing this). **Paul** to meet with Pam Bruner at Cordova to see how this is done and what other items we need to consider to meet all the new cemetery statutes. Meeting set for 21 Jan 2014 with Pam.

The Board should put together a list of expectations for the Sexton

Snow removal will be done by the township road commissioner /staff

**Paul** to develop concept of new forms for Jim and John when selling lots

Estimate mowing to cost \$4000 per year for both cemeteries

Liability insurance?

Surveillance needed? **Suggested we get No Trespassing After Dusk Signs**

Post maps in Township Building?

Do we have any rules/restrictions on grave markers or monuments? Is there an approval process?  
**Board to review Fairfield rules and restrictions document, No trees at Pleasant Point, no burial of animals, one body per site including cremation remains.**

Do we have any rules on flowers, decorations etc.?

Grave markers may need work to reset some to prevent falling over?

Gravel for roads at Pleasant Point?

Solar lighting on flags? **May need new flag poles and solar lighting**

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.