

Ela Township Cemeteries

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Cemetery Board Meeting Minutes

April 11, 2023 at 4:00 p.m. Ela Town Hall, 1155 East Route 22, Lake Zurich Approved July 13, 2023

Call to Order

Meeting was called to order by Supervisor Palmblad at 4:11 p.m.

Roll Call

Present were Supervisor Palmblad, Township Manager Marciniak, and Cemetery Board Members Ahlgrim, Sullivan, and Thompson

New Business

- a. Approve minutes from February 28, 2023 MOTION was made by Member Sullivan, seconded by Member Thompson. All in favor, motion carried.
- b. Cemetery Member Thompson suggested that all maps and pricing be taken offline until they can be updated.

Old Business

a. Fairfield Cemetery Fence

To date we have received one quote from Aaronson Fence Company to install a wood fence along the north side for \$6275. Foreman Meyer is meeting Action Fence next week for a second quote.

- b. Veteran's markers and Memorial Day flags
 - The veteran's markers are still in the development stage. Both cemeteries will need additional flags for distribution during Memorial Day weekend. Will await word from both Member Sullivan and Member Ahlgrim on size and quantity before ordering additional flags.
- c. Computerized map of Cemeteries
 - Supervisor Palmblad spoke to Mark from Professional Cemeteries. They are closer to finalizing the software and will reach out soon for us to test the program.
- d. Replacement of Cemetery Manager Kyllo
 - Still no manager. The Board feels it would be best to have someone in my office handle the day to day calls and paperwork with field support from someone in the Highway Department. This will transition once a third staff member is hired for our office.
- e. Plaque purchase for Scatter Garden
 - After reviewing the two quotes with Cemetery members, it was decided to move forward with the vendor that produced the very first plaque for the Scatter Garden International Bronze. Proof was supplied and approved.

- Name plate purchase for Scatter Garden
 - After reviewing the two different vendors for this item, it was also decided to purchase these from International Bronze. Names will be submitted with requests for proofs.
 - Due to the increase in cost for these plaques, it was decided to increase the cost for the Scatter Garden, along with the plaque, to \$550, effective immediately.
- Columbarium fees and markers
 - Supervisor Palmblad obtained quotes from two vendors to inscribe names in the granite onsite. Current pricing from Peter Troost is at \$540 a name. Due to this increased cost, the Board decided to keep the cost of the niches the same, but as of April 11th, 2023, owners of the niche will pay current pricing to have names inscribed. Samples of engraving were provided for the Board to select. Regular Roman was the font of choice.
- The Cemetery Board is still very much interested in the property to the south of Fairfield Cemetery. Supervisor Palmblad will request the Township Attorney to send a registered letter suggesting a meeting to discuss further.

Next Meeting

Next meeting is scheduled for Thursday, July 13th at 4 pm.

Adjournment

Meeting adjourned at 5:12 p.m.

Submitted by: Gloria M. Palmblad, Supervisor