

Hillgrove Union Cemetery Board Meeting

February 15, 2024

8:00 a.m.

Board Meeting Minutes

Chairperson McCabe called the meeting to order. The following Board members were present: Don Culp, Eric Flasher and Mike McCabe. The following staff members were present: Jennifer Johns, Ryan Davis, Kevin McKinney, Aaron Stonecash, John Schweickart and Wade Collins.

The minutes of January 18, 2024, were presented for approval. Mr. Flasher moved to approve the minutes as written. Mr. Culp seconded. Motion carried.

Mr. Collins provided the Sexton's January report.

- Interment sales were \$2,200
- Cremation interments sales were \$800
- Cremation vault sales were \$300
- Lot sales were \$750
- Foundation sales were \$600
- Safety meeting topic was on first aid
- The wreaths will be picked up on Friday

Mr. Schweickart informed the Board that he attended an OTA conference. He spoke with OTA representatives about exploring a bill regarding capital improvement funding for cemeteries. He also informed the Board that there is a senate bill that will help fund roadway and building improvements. All of this is just in the conversation stages at this point.

Mr. McKinney provided a staff report.

- Mr. McKinney presented the 2024 mowing contract from L3 Lawn and Landscaping. This contract clarifies the area that Mr. Collins will mow and the twenty-two mowing occurrences and nine marker trimmings. The contract price is \$63,161.35. Spraying in the spring and fall is an option that can be added, if needed for an additional fee.

A motion was made by Mr. Culp, seconded by Mr. McCabe, to approve Resolution 2024-01. A RESOLUTION TO ENTER INTO A CONTRACT WITH L3 LAWN AND LANDSCAPING FOR MARKER TRIMMING AND LANDSCAPE MAINTENANCE SERVICES AT HILLGROVE UNION CEMETERY. Motion carried.

Mr. Davis provided a staff report.

- Mr. Davis provided an overview of expansion planning process. Township and City staff are meeting to finalize a strategic plan process for the cemetery. They are discussing operations, finance, timelines, marketing, grants and pricing. They will bring their recommendations to the Board in the summer.

Ms. Johns provided the January financial report.

- January expenditures were \$9,660.14 while revenue was \$6,392.57.
- Ms. Johns stated that CD's aren't earning as much interest as Star Ohio. The cemetery has several CD's coming due this year. She will invest them in Star Ohio for a better return on interest.

- A separate perpetual care fund account is needed. This new account will allow it to earn more money in interest.

A motion was made by Mr. Flasher, seconded by Mr. Culp to approve the request to set up a separate account with Star Ohio for perpetual care fund. Motion carried.

- Ms. Johns stated that in order to provide direct deposit to employees a motion is needed to transfer funds.

A motion was made by Mr. McCabe, seconded by Mr. Flasher, to approve the data entry deposit plan. Motion carried.

- Ms. John presented the annual financial report. She will distribute this to City Council and Miami Township Administrators.

A motion was made by Mr. Culp, seconded by Mr. Flasher, to accept the financial report as prepared for January. Motion carried.

Ms. Combs asked the Board if they would like to continue with the Memorial Day Flower Fundraiser. Stockslager's price for a 12-inch pot is \$15.50 with delivery fee of \$95.00. This is an increase of 50 cents for each flowerpot and \$20.00 increase with delivery fee.

A motion was made by Mr. Flasher, seconded by Mr. Culp to proceed with the Memorial Day Flower Fundraiser at a cost of \$29.00. Motion carried.

The next meeting is scheduled for April 18 at 8:00 a.m.

There being no further business to come before the Board, Mr. McCabe declared the meeting adjourned.

Respectfully submitted,



Kim Combs
Secretary