

Hillgrove Union Cemetery Board Meeting
November 21 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, Kevin McKinney, Aaron Stonecash, John Schweickart, Rex Gore and Wade Collins.

The minutes of October 17, 2024, were presented for approval. Mr. Flasher moved to approve the minutes as written. Mr. Flasher seconded. Motion carried.

Mr. Collins provided the Sexton's report.

- Interment sales were \$2,250
- Cremation interments sales were \$1,500
- Lot sales were \$2,700
- Foundation sales were \$450
- Safety meeting topic was on pallet safety
- Public Works and Parks staff assisted cemetery staff with digging graves and grave maintenance
- During a service this past week a person passed out. Medics were called and staff met medics at the cemetery entrance and guided them to the memorial service. Medic response time was 4.5 minutes.

Mr. McKinney provided a staff report.

- O'Dell Electric installed the wiring and conduit from the garage to the Veteran's Memorial. Electric inspection was completed by the Building Inspector. The final work will be completed in two weeks. Public Works purchased the material. Water line installation will begin in the next few months. Additional work will include a farm hydrant with off/on handle, a light that goes on at dark, electrical outlets and a breaker box.
- Flooring and Beyond will install new flooring in the conference room area in January.
- Burkhardt Engineers Surveyors are waiting on clarification on property lines from Montgomery County.
- Staff is waiting on two other quotes from local businesses for the columbarium's.

Ms. Johns provided the October financial report.

- October expenditures are tracking at 72% while revenue is tracking at 74%. The budget looks good at this time.
- The capital improvement fund was added. Ferguson Water was paid from this account
- Ms. Johns talked with an AES representative. Hillgrove will receive the city's rate for electric.
- Ms. Johns applied for the PEP grant.
- Staff received an insurance reimbursement check in the amount of \$1,765 for trees that were damaged during the windstorm.

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

Ms. Combs informed the Board that 152 wreaths have been sold. Delivery date is December 6. The Boys Scouts will place wreaths on graves on December 7.

A motion was made by Mr. Culp, seconded by Mr. Flasher, to recess to an executive session at 8:29 a.m. to discuss a personnel issue. The Board recessed out of executive session at 8:54 a.m.

The next meeting is scheduled for December 19 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