

Hillgrove Union Cemetery Board Meeting

October 20, 2022

8:00 a.m.

Board Meeting Minutes

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

The minutes of September 15, 2022, were presented for approval. Mr. Pascoe moved to approve the minutes as written. Mr. Culp seconded. Motion carried.

Mr. Collins provided the Sexton's September report.

- Interment sales were \$1,500
- Cremation interments sales were \$1,900
- Cremation vault sales were \$150
- Foundation sales were \$1,500
- Veteran's marker sales were \$450
- Safety meeting topic was on power take off
- Since the weather has been dry, Wade cancelled Brightview mowing for this week. They will continue with leaf control. Brightview is paid on a per occurrence basis. Staff is waiting on the contract for next year. Staff has requested a 2-year contract. Mr. Davis reminded the Board that need to look at service aspect of staffing when making this decision.
- 1,000 graves are undesirable. A new section needs to be pinned. The Board requested a rough drawing of what lots are available and identify the drainage issues.
- Seasonal employee accepted a full-time job at the City of Carlisle.
- Midwest provided a quote for a security camera to be attached to the garage. The camera would be hard wired into the office and monitored by cemetery staff. The quote is \$3,068.22. There is no monthly fee and lead time is three weeks. Mr. McKinney informed the Board that he was not able to obtain any formal quotes for automated gates but estimated at \$35,000.

A motion was made by Mr. Culp, seconded by Mr. Pascoe to approve the expenditure to purchase a security camera. Motion carried.

Mr. McCabe asked about paving the driveway behind the office. Mr. Gore stated that the gravel driveway is prepped and ready for asphalt. Mr. McCabe asked if this can be added to the city/township paving program next year. Mr. Davis will talk to Mr. Stanley to see if this can be done.

Ms. Johns provided the financial report.

- Ms. Johns informed the Board that September expenditures are 65% of budget and revenue is collecting at 73% of budget
- \$40,000 was moved from Star Ohio to the checking account.

A motion was made by Mr. McCabe, seconded by Mr. Pascoe to accept the financial reports as prepared for September. Motion carried.

Ms. Combs informed the Board that 75 wreaths have been sold. Delivery date is December 2.

The next meeting is scheduled for November 17 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