

Hillgrove Union Cemetery Board Meeting

August 18, 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, Kevin McKinney Aaron Stonecash, John Schweickart, Rex Gore and Wade Collins.

The minutes of June 16, 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 June report.

- Interment sales were \$3,000
- Cremation interments sales were \$400
- Cremation vault sales were \$150
- Foundation sales were \$1,800
- Safety meeting topic was on poison ivy

Mr. Collins provided the Sexton's July report.

- Interment sales were \$1,500
- Cremation interments sales were \$1,100
- Foundation sales were \$1,350
- Safety meeting topic was on safe driving
- Ben Myers has been hired as the new part-time seasonal employee. Mr. Myers and Mr. Collins are working on items that have been on a to-do list for 14 months.
- Brightview is keeping up with the mowing but is still having labor issues.
- A family approached Mr. Collins about making payments on a \$750 lot. Mr. Collins and Mr. McCabe informed the family that the Board would need to discuss this issue at their next meeting. The Board discussed this issue and decided not to pursue this request at this time. The Board doesn't have a policy in place, nor do we have the staff to set up administratively.
- The cemetery is eligible for a \$1,000 PEP grant again this year. Mr. Collins suggested that they purchase a water tank sprayer.

A motion was made by Mr. McCabe, seconded by Mr. Pascoe to apply for the PEP safety grant in the amount of \$1,000 and to purchase a water tank sprayer. Motion carried.

Mr. Collins informed the Board that Jill Reed would like the Board to buy back her family lot. It is located in Section 18, Lot 3943. Purchase price was \$1,000. If the Board wishes to buy back the lot, it will cost the cemetery \$900. Mr. Collins stated this lot will sell for \$1,500.

A motion was made by Mr. Pascoe, seconded by Mr. Culp to buy back lot 3943 located in Section 17 from Jill Reed at a cost not to exceed \$900. Motion carried.

Ms. Johns provided the financial report.

- Ms. Johns informed the Board that June expenditures are 45% of budget and revenue is collecting at 56% of budget. Expenditures were a little higher this month due to vehicle lease reimbursements to the city.

- A CD was renewed at a rate of 1.25%. Funds were also deposited in Star Ohio. Their interest rates are 2.75%.
- Ms. Johns informed the Board that July expenditures are 50% of budget and revenue is collecting at 61% of budget.

A motion was made by Mr. Pascoe, seconded by Mr. Culp to accept the financial reports as prepared for June & July. Motion carried.

Ms. Johns presented Resolution 2022-01. This resolution will adjust the budget to accommodate the new part-time seasonal employee.

A motion was made by Mr. McCabe, seconded by Mr. Culp to approve Resolution No. 2022-01. A RESOLUTION TO AMEND THE ANNUAL BUDGETED REVENUES AND APPROPRIATIONS FOR FISCAL YEAR 2022 FOR THE HILLGROVE UNION. Motion carried.

Ms. John presented information on the Department of Commerce grant. This grant is available every other year. The cemetery has applied for this grant before and purchased trees with the funds.

A motion was made by Mr. Pascoe, seconded by Mr. Culp to apply for the Department of Commerce Grant in the amount of \$2,500. Motion carried.

The Board discussed having staff prepare a historical flyer that can be published in Township and City's newsletters along with placing it on the Cemetery's website.

The next meeting is scheduled for September 15 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

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Secretary