

Hillgrove Union Cemetery Board Meeting

December 22, 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, Rex Gore, Kevin McKinney Aaron Stonecash and Wade Collins.

The minutes of November 17, 2022, were presented for approval. Mr. Pascoe moved to approve the minutes as written. Mr. Culp seconded. Motion carried.

A motion was made by Mr. McCabe, seconded by Mr. Culp to approve Resolution No. 2022-02. A RESOLUTION TO ESTABLISH ANNUAL BUDGETED REVENUES AND APPROPRIATIONS FOR FISCAL YEAR 2023 FOR THE HILLGROVE UNION CEMETERY. Motion Carried.

A motion was made by Mr. Pascoe, seconded by Mr. Culp to approve Resolution No. 2022-03. A RESOLUTION PROVIDING FOR THE COMPENSATION OF WAGES FOR EMPLOYEES OF THE HILLGROVE UNION CEMETERY. Motion carried.

A motion was made by Mr. Culp, seconded by Mr. Pascoe to approve Resolution No. 2022-04. A RESOLUTION TO ENTER INTO A CONTRACT WITH BRIGHTVIEW LANDSCAPING SERVICES FOR MARKER TRIMMING AND LANDSCAPE MAINTENACE SERVICES AT HILLGROVE UNION CEMETERY. Motion carried.

A motion was made by Mr. Pascoe, seconded by Mr. Culp to approve staff recognition at a cost not to exceed \$150. Motion carried.

Mr. Collins provided the Sexton's November report.

- Interment sales were \$4,050
- Cremation interments sales were \$800
- Lot sales were \$2,025
- Foundation sales were \$450
- Safety meeting topic was on snow removal and salting techniques
- The cameras will be installed next month. The contractor has several large jobs to complete before he can begin the cemetery's installation.
- The Boy Scouts assisted with the wreath program on December 3.
- 42 columbarium's have been sold. 30 columbarium's remain to be sold.

Mr. Davis provided a drawing of the cemetery to clarify which sections needed to be surveyed for the new section of selling lots. Staff will provide a quote for surveying and GEO tech and have the surveyors look at the drainage property.

Ms. Johns provided the financial report.

- Ms. Johns informed the Board that November expenditures are 78% of budget and revenue is collecting at 91% of budget
- December revenues should be a good one. Two columbarium's were sold. Also, the wreath sales will be included.

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

Ms. Combs informed the Board that 194 wreaths were sold. Total sales were \$6,790.

The next meeting is scheduled for January 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