



# City of Racine Meeting Minutes

City Hall  
730 Washington Ave.  
Racine, WI 53403  
www.cityofracine.org

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Monday, September 17, 2007

4:30 PM

City Hall Annex, Room 130

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## REVISED AGENDA

### Call To Order

*Staff present: Steve Bedard, Donnie Snow, Dawn Lackey*

**PRESENT:** 5 - Sharon Baldukas, Margo Drummond, Vilas Lund, Dale H. Slaasted and Sandy Weidner

### Roll Call

### Approval of Minutes for August 20, 2007 Meeting

to Approve the Minutes

### Financial Report

*No report at this time. Kathy Kasper from Finance will send a report at the end of the quarter.*

### Burial and Revenue Report

*Ald. Weidner asked Steve Bedard how many burials there were for August and he stated that there was approximately one (1) a day. Donnie Snow pointed out that the figure is reflected on the Detail of Revenues. Ald. Weidner then asked what the projected 2007 budget was and Donnie Snow stated that it was \$89,250 for lot sales and that we are about half way through now and on budget. Ald. Weidner asked about the moratorium buy back and Steve Bedard stated that in the past fourteen (14) months there has been one (1) request to sell back and two (2) inquiries. Bud Lund stated that he had a call that very day for four (4) lots and that the people indicated they had spoken to the cemetery office and had not received a satisfactory answer.*

*Slaasted moved to receive and file. Passed unan.*

**The Report was Received and Filed**

### **Grave Buy Back Program**

*Ald. Weidner spoke about the council's action regarding the moratorium and the number of people interested in selling back graves and the number of requests the City receives to repurchase graves. The City has not felt the need to offer buy backs, however Ald. Weidner stated she never expected that the City would not buy back the graves and wants people to be able to sell back. Sharon Baldukas stated that no other cemeteries buy back graves and that the religious cemeteries offer people the option to donate the graves and write it off.*

*Dale Slaasted stated that each member is to give their own written recommendations regarding the buy back policy to Steve Bedard within the next two weeks and he will come up with something solid to present at the next meeting.*

*Baldukas moved to defer to the next meeting. Passed unan.*

### **Cemetery Office Hours**

*Dale Slaasted comprised a letter to be distributed to surrounding funeral homes asking for opinions on office and burial hours. Corrections will be made to the letter and it will then be mailed out. This matter will be deferred to the next meeting to gather additional information and responses to the letter.*

*Baldukas moved to defer to the next meeting. Passed unan.*

### **Cemetery Fees and Charges**

*The Commission is looking at the possibility of pre-sale for the crypts and niches that will be built in the coming years. A new brochure can be completed with updated fees and pictures. Donnie Snow will check with Mekus regarding marketing and pre-sale information.*

*Slaasted moved to defer to the next meeting. Passed unan.*

### **Available Family Mausoleum Space**

*There is a possible spot for a mausoleum across from the Case monument. The cemetery is plotted all the way up to the fence and a mausoleum has approximately twenty (20) graves and a structure. The Commission will have to look at the State laws and further discussion is needed.*

*Baldukas moved to defer to the next meeting. Passed unan.*

### **Ground Maintenance Contract**

*The current contract is up in August 2008. Any changes and recommendations are to be put in a spec and given to Donnie Snow by October 15, 2007 (you can also e-mail to [snowdo@cityofracine.org](mailto:snowdo@cityofracine.org)). There will be further discussion at the next meeting.*

**07-0908**

Subject: Approval of Burial Permission Form

Recommendation of the Board of Cemetery Commissioners 7-16-07: that the item be approved with corrections.

Fiscal Note: N/A

Recommendation of the Board of Cemetery Commissioners 8-20-07: that the item be deferred.

Fiscal note: N/A

Recommendation of the Board of Cemetery Commissioners 9-17-07: that the item be approved.

Fiscal note: N/A

*The burial permission letter was finalized with the City Attorney's office and has been approved.*

*Slaasted moved to approve. Passed unan.*

**Recommended For Approval****07-0808**

Subject: (Direct Referral) Cemetery Board and Board of Parks, Recreation and Cultural Services to meet with Donnie Snow, Director of Parks, Recreation and Cultural Services, to review and recommend resolution of apparent conflicts in their functional operations as set forth in the Code of Ordinances.

Recommendation of the Board of Parks, Recreation & Cultural Services 8-8-07: that the item be deferred.

Fiscal Note: N/A

Recommendation of the Board of Parks, Recreation & Cultural Services 9-12-07: that the item be deferred.

Further recommend that the item be referred to the Board of Cemetery Commissioners

Fiscal note: N/A

Recommendation of the Board of Parks, Recreation & Cultural Services 9-17-07: that the item be deferred.

Fiscal note: N/A

*There is a conflict with the City Ordinance 7038 and 3044. The ordinances have conflicting language regarding who has authority over the other - Parks, Recreation and Cultural Services Department, or Cemetery Commission - that needs to be discussed and resolved. Donnie Snow would like everyone to bring his or her thoughts on the subject to the next meeting to discuss.*

*Deferred to the next meeting.*

**Deferred**

**Miscellaneous**

*Donnie Snow has indicated that this is an item that should no longer appear on the agenda. Dale Slaasted feels that future requested items should be placed under miscellaneous, however Donnie Snow pointed out that all a person needs to do is speak to a member of the Commission and ask to be on the agenda.*

**Adjournment**

*Adjourned at 7:35 p.m.*

**Office of the City Cemetery**

**If you are disabled and have accessibility needs or need information interpreted for you. please call the Cemetery Office at 636-9188 at least 48 hours prior to this meeting.**