

City of Racine

*City Hall
730 Washington Ave.
Racine, WI 53403*



Meeting Minutes

Monday, September 18, 2006

4:30 PM

City Hall, Room 103

Board of Cemetery Commissioners

*Sharon Baldukas, Margo Drummond,
Vilas Lund, Dale H. Slaasted,
Alderman Sandy Weidner*

Call To Order

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

Approval of Minutes for July 17, 2006 Meeting

On a motion by Sandy Weidner, Seconded by Vilas Lund, the July minutes were deferred to the next meeting for a vote because they were not received until handed out by Supervisor Bedard at the September meeting.

The Motion Passed

Public Comment

No Public Comment at this time.

06-2517

Variance in Monument Rules.

Subject: Jim Anspaugh from Meyers Monument request variance in monument rules

Jim Anspaugh of Meyers Monument spoke to the Commission and asked for a ruling that granite bases should be used at Graceland Cemetery because they are already allowed at Mound Cemetery.

His reasons for the request included the fact that it would be easier to mow around markers with a granite base and that granite bases would lessen settling that takes place when markers are set on graves.

The variance would raise 16" upright slant markers by 6" and would not, according to him alter the planting area in front of granite-based markers.

A motion made by Alderperson Weidner and seconded by vilas Lund requested staff come to the October meeting with language that more clearly addresses this request, including whether or not this variance would affect the Bruce Company contract.

The Motion Passed

Recommended For Further Consideration

06-2519 **Road Repair**

Subject: Road Repair will begin September 19th at the Graceland Cemetery entrance.

Supervisor Bedard reported that repair of the entrance to Graceland Cemetery from the gates ONLY would begin on September 19th. When asked about potholes, Mr. Bedard said those were fill each spring before the Memorial Day parade. Questions were raised as to whether this work reflected the \$20,000 promised for road repair at Graceland.

According to Jack Schumann, our bid for road work went out before paving prices went up. the \$20,000 comes out of the Cemetery maintenance fund from the information provided the Commission it was run that the Cemetery road work is part of a larger contract.

In order to clarify questions raised Steve Nenonen suggested that a report be requested from the City Engineering Department.

Received and Filed

06-2520 **Rules & Regulations Booklet**

Subject: needed changes to the Rules & Regulations Booklet

A discussion was held on the need to insure that information given over the cemetery website, in the cemetery booklet, and to the funeral directors was consistent. Supervisor Bedard said that the office was almost out of booklets and suggested that changes made via the microsoft program could save the cost of a printing company.

Chairperson Baldukas raised issues relating to the fee charged for transfer of title, the changes in grave repurchasing, the reinstatement of Saturday burials, the need to include a map and the changes in hours at the cemeteries. Dale Slaasted suggested that corrections to the internet information be made first, followed by and update of those changes to funeral directors.

Questions regarding the disposition of cremation remains were also raised. Supervisor Bedard said that following a practice instituted by his predecessor, Gene Schuster, up to ten cremation remains could (and have been) placed in a single gravespace - 9 in the grave itself plus one under the headstone. He explained that in addition to the headstone a flat stone could be added to include the individual names.

When questioned as to how many of these 10 - cremation remains sites there were, he said several. Asked about where in Graceland there was a cremation plot he said he thought it was in Block 10, Lot 151-A, and contained 10-20 cremation sites. It was agreed by the Commission that we adhere to the rules stated in the guide book.

Recommended to be Received and Filed

06-2521 **City Buildings in the Cemeteries****Subject:** Use of City Buildings in Cemeteries

Chairperson Baldukas said that she had spoken to Jack Schumann regarding a written policy for public building use, but that he could not find one pertaining to the cemetery chapel. She pointed out that charging a fee for use of the chapel generated revenue for the cemeteries.

It was Donnie Snow who had made the rule that a public employee must be present when a public building is in use and since he was on vacation, the matter was deferred on a motion by Alderperson Weidner, seconded by Dale Slaasted.

Deferred

06-2522 **Monthly Reports****Subject:** Monthly report for July 2006

Commission members were given a print-out by Supervisor Bedard at the meeting. He explained that it was a new format. Alderperson Weidner noted that there was too much information to figure out, saying that what the Commission needed was information on income and Expenditures.

In answer to questions regarding how many G.I. Markers are done by the Bruce Company, Supervisor Bedard said he didn't know. It was also noted that prices for G.I. Marker settings were included on the cemetery website but not the guidebook. Supervisor Bedard said that the information given to the Commission was what he submitted to City hall. Alderperson Weidner suggested that the audit being done on the cemeteries might include recommendation on how best to provide the Commission with detailed information regarding income and expenditures.

Steve Nenonen said that a meeting would take place next week to determine the scope of the audit and when it would take place. He also said that Commission members should contact him with items they would like included in the audit. The monthly receipt reports were filed and received changes in format deferred.

Recommended For Further Consideration

06-2523 **Monthly Report****Subject:** Monthly report for August 2006

See Action notes in Monthly report for July

Recommended to be Received and Filed

06-2524 **Saturday Burials**

Subject: Notification of guidelines for Saturday funeral services

Supervisor Bedard told the Commission that he had informed area funeral directors regarding Saturday burials. A question arose as to why the business hours of the cemetery ended at 12:00 p.m. when staff was available until 1:00 p.m.

Discussion followed on when the cutoff time for Saturday burials should be. Chairperson Baldukas noted that the cutoff time given to the funeral directors was not the one that the Commission had agreed to. She inquired of bedard as to whether or not he could be flexible on the matter. His response was no comment. Alderperson Weidner stated that the cemeteries are losing money and are not user - friendly. She also noted that on 44 of 52 weeks there were Saturday burials, when available.

Received and Filed

06-2597 **Supplement to Agenda Items**

Subject: Information pertaining to non-Agenda related items.

Attachments: [SUPPLEMENT to Sept 18 06 Meeting Minutes.doc](#)

File Attached

Deferred

Adjournment

The meeting was adjourned at 6:18 p.m.

declared the public hearing closed