

City of Racine

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



Meeting Minutes

Monday, January 15, 2007

4:30 PM

Board of Cemetery Commissioners

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

Roll Call

STAFF PRESENT: STEVE BEDARD

PRESENT: 4 - Sharon Baldukas, Margo Drummond, Dale H. Slaasted and Sandy Weidner

EXCUSED: 1 - Vilas Lund

Call To Order

Meeting called to order at 4:30 p.m.

Approval of Minutes for December 4, 2006

The December 4 minutes were approved on a motion by Sandy Weidner, second by Sharon Baldukas.

to Approve the Minutes

Reports

The December report was not approved at the January 15th meeting, will be resubmitted at the February 19th meeting.

Old Business**06-2520**

Subject: Needed changes to the Rules & Regulations Booklet.

Supervisor Bedard reported on the rewriting of the Rules and Regulations booklet asking that the Commissioners report back to him as soon as possible with corrections or changes.

Chairperson Baldukas said that she had received calls requesting that upright markers be allowed in the sections of Graceland where only flush markers are currently allowed. She said that she had spoken with former cemetery supervisor Gene Schuster and Dave Weiss from Catholic Cemetery regarding how the rules first came about and if changing the rules was a good idea. Since the elimination of the buy - back program, she noted, people who have gravesites in areas where only flush markers are allowed have little choice.

Supervisor Bedard explained that whenever a grave purchase is made at Graceland, rules regarding the type of marker allowed are carefully gone over but that people don't always understand mainly because they like the site. He received past problems when someone requested a rule change and pointed out potential future problems, should the rules and regulations be changed. He recommended that the rules and regulations be left as written. The matter was deferred to the February meeting, on a recommendation by Alderperson Weidner, who said it would be better to wait until the audit was completed before deciding.

Recommended For Further Consideration**06-2639**

Subject: Volunteer Computer Work: Item was discussed as a non-agenda item. Item is now open for discussion. Questions regarding item should be referred to file no. 06-2597 supplement to Agenda items.

A discussion was held on how to secure volunteers to do computer work on cemetery records. Chairperson Baldukas reported that she had approached several groups

including Retired School Teachers and Volunteers of Racine. Two main problems were noted - that volunteers could work evenings and weekends (when the cemetery office is closed) and that the only computer available is the one in the chapel family room.

In answer to questions by Dale Slaasted and Sharon Baldukas, Supervisor Bedard said it would take about an hour or so to train a volunteer and that it might be possible for them to work on a laptop, though they will still need access to cemetery records at the office. The Commission agreed to leave this item under Reports for further information. Chairperson Baldukas said that, meanwhile, she would check on the cost of maintaining the third computer, which is not in use.

Deferred

06-2781

Subject: Supplemental Information stated under 06-2522 not pertaining to the legislative file.

Attachments: [COMMISSION MEETING OCTOBER 16.doc](#)

A discussion was held on the issue of Saturday hours at the cemeteries, held over from the October 16, 2006 meeting. Supervisor Bedard reported that Saturday hours had been changed from 8 a.m. - 10 a.m. to 8 a.m. - 11 a.m.

Chairperson Baldukas inquired about the Bruce Co. contract noting, that it had increased by 3% per year, despite the elimination of Saturday hours. Her information, she said, had been provided by Director Snow of Parks and Recreation and went back to 1999.

Supervisor Bedard said that the increase for Bruce was not 3%, given the fact that cleaning expenses were also part of \$28,400.00 per month paid to the Bruce Co. He stated that the contract would have gone up 6% had Saturday burials been included.

Chairperson Baldukas pointed out that the commission was not allowed any input when the last Bruce contract was signed and that when it came up in 2008, she wanted the commission to be involved.

Discussion was held on why funeral directors have to notify the Cemetery office by 8:30 a.m. on Thursday for a Saturday burial when they can give notice on Friday for a Monday burial.

Supervisor Bedard explained that policy only pertained to burials between November and April when extra preparation time might be required due to inclement weather conditions.

Received and Filed

06-2891

Subject:Chairman Baldukus wishes to discuss the value of the Cannons.

Supervisor Bedard reported that the cannon appraisal information and implementation had gone to Sam Aiello and would be handled through his office.

Chairperson Baldukas said that all cannons belonging to the City of Racine should be appraised and documented and that Wayne Stark, who works with the Federal government, would be willing to do appraisals and documentation free of charge.

Questions about where other cannons belonging to the city were and where they might best be placed were discussed. The issue was then deferred to the February meeting.

Deferred

New Business

06-3021

Subject: Request of Alderman Thomas Friedel for review of the fees charged for use of Cemetery facilities (grounds and buildings) used for a function not associated with burial on Cemetery grounds.

Attachments: [Cemetery fees - Ald. Friedel](#)

Chairperson Baldukas reported that she had attended a Finance committee meeting to explain the fee system recently implemented for the Mound Cemetery Chapel usage. She had explained to the Finance Committee that implementation of the fees was not intended to curtail chapel usage. She also noted that Supervisor Bedard was no longer willing to open the chapel during his non-working time and that Director Snow had opened the chapel for the Grief Warehouse Candlelight Service in December.

Discussion was held on whether any group of a non-profit nature should be grandfathered out of paying chapel usage fees. It was agreed by the commission that the Greif Warehouse, which has maintained a flower bed at the Lathrop Monument and Preservation - Racine which has made ongoing donations to the cemetery (including a walking tour guide) would be the two groups grandfathered out of the chapel usage fees.

Dale Slaasted suggested that Chairperson Baldukas write up such a proposal to be submitted at the February Commission meeting, to which she agreed. That proposal could then be shared with the Finance Committee along with Tom Freidell who had questions about chapel user fees.

Supervisor Bedard was asked to write an ammendment to the Rules and Regulations Handbook, grandfathering in Preservation - Racine and the Greif warehouse.

Deferred

Adjournment

The meeting was adjourned at 6:00 p.m.

declared the public hearing closed