



City of Racine

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

Meeting Minutes - Final Board of Cemetery Commissioners

*Sharon Baldukas
Sandy Weidner
Kristine Reisdorf
Jerry Ruud*

Monday, September 16, 2013

4:30 PM

City Hall Annex, Room 130

Call To Order

Chairman Baldukas called the meeting to order at 4:35 p.m.

Staff Present: Director Molbeck, Cemetery Supervisor Bedard, and Secretary Kellie Ptaschinski.

Guest Present: Donna Deuster of the Volunteer Center of Racine.

PRESENT: 4 - Sharon Baldukas, Sandy Weidner, Kristine Reisdorf and Jerry Ruud

Approval of Minutes for August 19, 2013 Meeting

A motion was made by Jerry Ruud and seconded by Kris Reisdorf to Approve the Minutes. The motion PASSED by a voice vote.

Approval of Minutes for August 29, 2013 Special Meeting

A motion was made by Kris Reisdorf and seconded by Jerry Ruud to Approve the Minutes. The motion PASSED by a voice vote.

Public Comment

No Public Comment

Cemetery Supervisor Report

Supervisor Bedard reports that sales are down by nearly \$60,000 from last year. There has been a rise in cremations and a decrease in grave sales and burials.

Chairman Baldukas points out that education of services offered is key to promote sales. Director Molbeck would like to see that a focus in 2014.

Alderman Weidner entered the meeting at 4:41 p.m.

A motion was made by Kris Reisdorf and seconded by Jerry Ruud to Receive and File the Report.

13-9347

Subject: (Direct Referral) Communication on behalf of the Volunteer Center of Racine, Inc. requesting to close Mound Cemetery to vehicular traffic from 3:00 to 7:00 p.m. on Sunday, October 20, Saturday, October 26, and Sunday October 27, 2013 for historical

walking tours.

Recommendation of the Board of Cemetery Commissioners on September 16, 2013: to approve the closing of Mound Cemetery to tour traffic from 3:00 to 7:00 p.m. on Sunday, October 20, Saturday, October 26, Sunday, October 27, and Sunday, November 3; but to deny closing of Mound Cemetery to public traffic.

Fiscal Note: n/a

Attachments: [Volunteer Center of Racine, Inc.](#)

Supervisor Bedard points out that Sunday, November 3rd was left out as a tour date.

Kris Reisdorf asks Donna Deuster for the expected attendance. Donna reports that 100 tickets are available per tour date. Kris doesn't feel that warrants closing the cemetery to traffic and asks where traffic would be directed. Supervisor Bedard reports that traffic would park in the CVS lot across the street and the City lot near the cemetery.

Chairman Baldukas asks where the tour would be conducted. Donna replies that the tour would cross the bridge, head north, and then head back over the bridge from the south.

Alderman Weidner asks if there is revenue for the cemetery, and Donna states that Mound Cemetery would receive \$10.00 per ticket as a donation.

Director Molbeck will contact Kathleen Fischer in the Finance Department to inquire as to how donation funds are able to be distributed.

Supervisor Bedard reports that BelleTV will be filming the event.

A motion was made by Alderman Sandy Weidner and seconded by Jerry Ruud to approve the closure to tour traffic, but deny the closure to public traffic.

Cemetery Project Update

Supervisor Bedard states that one area in the northwest corner of Graceland Cemetery's fence is not completed, pending information on installing an emergency gate at that location. Facilities Specialist Robert Rafel is working to get this complete.

Director Molbeck states that repairs will most likely start in 2014. Alderman Weidner suggests that both Mound and Graceland crypts be repaired at the same time. Director Molbeck replies that the projects need to be prioritized by severity of recommended repairs.

Alderman Weidner asks about CIMS training for Secretary Crystal Weimer. Supervisor Bedard reports they were unable to send her to the overnight training. Director Molbeck will look into training dates, as Alderman Weidner indicated she would like to attend.

Director Molbeck reports there is a meeting Thursday, September 19th at 9:00 a.m. with I.S. that Alderman Weidner indicated she would like to attend regarding the CIMS software upgrade.

2014 Fees & Charges

Supervisor Bedard put together a proposed price increase of approximately 10% and is open to any changes or suggestions recommended by the Board.

Alderman Weidner asks what the increase was last year. Chairman Baldukas and Supervisor Bedard report that there have been no changes since 2011.

Director Molbeck asks the Commission to contact Steve individually before the next meeting with any proposed changes or questions to be discussed at the October meeting.

Alderman Weidner would like to recommend not increasing prices as revenue is down.

Cemetery Decoration Guidelines

Item deferred to next month's meeting.

Discussion: Parks, Recreation & Cultural Services Board Recommendation of the Meredith Family Burial Space Request

Alderman Weidner is disappointed that this item was referred to the Parks, Recreation, & Cultural Services Board as a direct referral, since the Commission already voted and a decision was made. Other than the Council, she feels items should not be brought to other Boards for recommendation, and will be working to get this item sent back to the PRCS Board. She states the Meredith family has the right to appeal, but the appeal should have been sent to the Council.

Alderman Weidner exited the meeting at 6:06.

Discussion regarding the location of possible Indian Burial Mounds at the suggested site commenced. The Wisconsin Historical Society suggests contracting a local archaeologist to ascertain whether the parcel contains Native American graves. This item will appear on the Council Agenda for final approval on September 17, 2013 meeting, and Director Molbeck will request a survey be conducted by a qualified archaeologist chosen by the City.

Chairman Baldukas requests that in previous Agendas and Minutes, the wording Burial Site "Approval" be changed to Burial Site "Request", in regards to this item.

Adjournment

Chairman Baldukas adjourned the meeting at 6:39 p.m.

If you are disabled and have accessibility needs or need information interpreted for you, please call the Parks, Recreation and Cultural Services Department at (262)636-9453 at least 48 hours prior to this meeting.