

**AGENDA and NOTICE OF MEETING
CITY OF HIGHLAND
CEMETERY BOARD OF MANAGERS
HIGHLAND CITY HALL
1115 BROADWAY
WEDNESDAY, JANUARY 27, 2021
4:00 PM**

NOTE: Mayor Michaelis has determined that, due to the global pandemic and state disaster declaration, in-person meetings are not practicable or prudent at this time. As a result, this meeting will be conducted via phone conference, as part of the city's COVID-19 response. Please see page 2 of this agenda for instructions for submitting public comments and for monitoring the meeting.

CALL TO ORDER / ROLL CALL:

MINUTES: Motion - Approve Minutes of the October 28, 2020 Cemetery Board Meeting

PUBLIC FORUM:

Anyone wishing to address the Cemetery Board of Managers may do so at this time. Please follow the instructions on Page 2 of this agenda.

REPORTS:

- 1) Financial Report
- 2) Cemetery Update-Brad

UNFINISHED BUSINESS –


- 1) Software for Cemetery Records
- 2) Road Improvements Update
- 3) Raeber Property Improvements Update

NEW BUSINESS –

- 1) Layout of Grave Spaces in Lot 21
- 4) Funds Transfer for Raeber Property Berm
- 5) Gravesite Care Offered to the Public

NEXT MEETING DATE – Wednesday, April 28, 2021 at 4 pm at Highland City Hall

ADJOURNMENT

	Anyone requiring accommodations, provided for in the Americans with Disabilities Act (ADA), to attend this public meeting, please contact Breann Speraneo, ADA Coordinator (654-7115), by 1:00 PM on Tuesday, January 26, 2021.
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BE ADVISED this is a public meeting conducted in accordance with Illinois state law and may be recorded for audio and video content. City reserves the right to broadcast or re-broadcast the content of this meeting at City's sole discretion. City is not responsible for the content, video quality, or audio quality of any City meeting broadcast or re-broadcast.

Directions for Public Monitoring of Highland Cemetery Board of Managers' Meeting:

In an effort to protect as many individuals as possible, including the leaders of our communities statewide, Governor J.B. Pritzker has issued a number of directives, one of which was to suspend the provisions of the Illinois Open Meetings Act (5 ILCS 120), requiring or relating to in-person attendance by members of a public body. Specifically, (1) the requirement in 5 ILCS 120/2.01 that "members of a public body must be physically present;" and (2) the conditions in 5 ILCS 120/7 limiting when remote participation is permitted, are suspended. Public bodies are encouraged to postpone consideration of public business where possible. When a meeting is necessary, public bodies are encouraged to provide video, audio, and/or telephonic access to their meetings to ensure members of the public may monitor the meeting, and to update their websites and social media feeds to keep the public fully apprised of any modifications to their meeting schedules or the format of their meetings due to COVID-19, as well as their activities relating to COVID-19.

In following this directive, the City of Highland is providing the following phone number for use by citizens to monitor this meeting.

Just before the meeting begins, please call:

618-882-5625

Once connected, you will be prompted to enter the following conference ID number.

Conference ID #: 867900

This will allow a member of the public to hear the Cemetery Board meeting. **Note:** This is for audio monitoring of the meeting, only. Participants will not be able make comments.

Anyone wishing to address the Cemetery Board of Managers on any subject during the Public Forum portion of the meeting may submit their questions/comments in advance via email to mdrosen@highlandil.gov or, by using the citizens' portal on the city's website found here: https://www.highlandil.gov/citizen_request_center_app/index.php.

Any comments received prior to the end of the "Public Forum" portion of the meeting, will be read into the record.