

CITY OF HIGHLAND
CEMETERY BOARD OF MANAGERS
Minutes– 4:00 pm Wed, January 27, 2021

The meeting of the Cemetery Board of Managers was called to order at 4:14 P.M. on Wednesday January 27, 2021 via phone conference by Stephen Thiems.

PRESENT: Brad Koehnemann (Cemetery Supervisor), Kelly Korte (Director of Finance), Stephen Thiems (President), Mark Rosen (Parks Department Director) and Cliff Couch (Treasurer).

A) **The Minutes** of the October 22, 2020 meeting were reviewed and approved with a motion by Stephen that was seconded by Cliff. Motion carried by a roll call vote by all members.

Public Forum Mark Rosen reported that no public forum comments had been received.

B) Review Finances: The List of Investments as of December 31, 2020 reviewed. The finance report was accepted by all members in attendance via a roll call vote after a motion by Cliff that was seconded by Stephen.

C) Unfinished Business:

Cemetery Update –It was reported that 2020 had the lowest number of burials with 36 total reported including 11 cremations. Brad reported that he will be putting up signs requesting the removal of holiday decorations on grave spaces. The cemetery crew had an easy year for snow removal and they are waiting to remove the tree mentioned at the last meeting until Spring to ensure it does not bloom. The cemetery crew completed the repair of another 28-30 headstone repairs with new footings poured. There was discussion help concerning future land purchases that could have water line issues. A request was made to create grave spaces north and east of Block 18. Cliff did not feel this was necessary at this time. It was suggested that Brad look into this and let the requestor know the decision.

Software Update for Cemetery Records –No update provided at this meeting

Road Improvements- No action or discussion regarding this item at this meeting..

Raeber Property Improvements-No action or discussion regarding this item at this meeting.

D) New Business:

Layout of Grave Spaces in Lot 21- A suggestion was made to use GPS to mark out the grave spaces. No immediate decision was made at this meeting regarding this item.

Funds Transfer fro Raeber Property Berm- Following a motion made by Stephen, that was seconded by Cliff it was approved to expend \$4,110 for the Raeber Property berm work.

Gravesite Care Offered to the Public-Discussion was held concerning the services offered by this company. It was decided to not take further action regarding any cooperation with this company at this time.

E) Next Meeting: Next Meeting Date – April 28, 2021 at 4 pm at City Hall, Highland, Illinois.

F) Adjournment: Meeting was adjourned at 4:30 pm following a motion by Cliff that was seconded by Stephen.

Respectfully submitted
Kelly Korte on behalf of
Dennis Rinderer, Secretary