

CITY OF HIGHLAND
CEMETERY BOARD OF MANAGERS
Minutes– 4:00 pm Wed, January 26, 2022

The meeting of the Cemetery Board of Managers was called to order at 4:05 P.M. on Wednesday January 26, 2022 by Stephen Thiems.

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

A) **The Minutes** of the October 27, 2021 meeting were reviewed and approved with a motion by Ben that was seconded by Cliff. Motion carried by a roll call vote by all members.

Public Forum no public forum comments were received nor were any members of the public in attendance.

B) Review Finances: The List of Investments reviewed. The finance report was accepted by all members in attendance.

C) Unfinished Business:

Cemetery Update – Director Rosen reported that Pontem Software has been paid for and that there is some information on our end that needs to be updated. Once it is complete, there will be report. Brad reported that there were 63 burials in 2021 and that Nick Dugan will be replacing the vacancy left by Steven Young. Additionally, he will be calling upon the assistance of the Electric Dept. to help with some tree pruning that he is unable to reach.

D) New Business:

Cemetery Road Improvements After some discussion as to possible scenarios of the next phase of pouring concrete to improve the roads in the cemetery, Ben E. made a motion to approve a maximum to not exceed \$30,000 for road improvements as determined by staff. Cliff C. seconded the motion. Motion carried by a roll call vote of all members replying with all in favor.

E) Next Meeting: Next Meeting Date – April 27, 2022 at 4 pm at City Hall, Highland, Illinois.

F) Adjournment: Meeting was adjourned at 4:45 pm following a motion by Ben that was seconded by Cliff and approved via roll call vote with all in favor.

Respectfully submitted

Ben Eberwein, Secretary