

CITY OF HIGHLAND
CEMETERY BOARD OF MANAGERS
Minutes– 4:00 pm Wed, April 27, 2022

The meeting of the Cemetery Board of Managers was called to order at 4:05 P.M. on Wednesday April 27, 2022 by Stephen Thiems.

PRESENT: Brad Koehnemann (Cemetery Supervisor), Reanna Ohren (Director of Finance), Mark Rosen (Director of Parks & Rec.) Lana Hediger (Deputy City Clerk) Stephen Thiems (President), Ben Eberwein (Secretary) and Cliff Couch (Treasurer).

A) The Minutes of the January 26, 2022 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. Reanna noted that a CD is due in July and that she will shop around for the best rates. The finance report was accepted by all members in attendance.

C) Unfinished Business:

Cemetery Update – Brad K. has had 14 burials to-date with 5 being cremations. His staff has been spraying yard weeds and working to finish Raeber’s berm. When asked about starting the concrete roadways, he replied that it would be around June or July before he starts that project. Lana outlined the recent cemetery inspection and that although it was mostly about records retention and the processes for applying/purchasing a grave space, the report came back with the inspector’s satisfaction. It was also a chance to learn new practices to meet the current standards implemented by the state’s Cemetery Oversight Committee. Lana also stated that she is a couple hours away from submitting all of the information to Pontem and then it will be 4-6 weeks before they reply with additional requests and/or a draft.

D) New Business:

None

E) Next Meeting: Next Meeting Date – July 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