

City of Highland Cemetery Board of Managers
Meeting Minutes
Wednesday, July 26, 2023
4:00 p.m.

The meeting of the Cemetery Board of Managers was called to order at 4:00 p.m on Wednesday, July 26, 2023 at the Korte Recreation Center conference room.

Roll Call: Present were Cliff Couch and Susie Martz. Ben Eberwein was absent.

Brad Koehnemann, Cemetery Supervisor
Mark Rosen, Director of Parks and Recreation

April Minutes: Minutes were reviewed and Cliff Couch moved to approve the minutes and Susie Martz seconded. The motion passed.

Public Forum: None.

New Business: New officers were appointed. Susie Martz made the motion to approve Cliff Couch as President and Couch seconded. The motion passed. Martz made the motion to approve Ben Eberwein as Treasurer and Couch seconded. The motion passed. Couch made the motion to approve Susie Martz as Secretary and Martz seconded. The motion passed. Lana Hediger, the Executive Assistant and Deputy City Clerk for Highland, presented the paperwork. Couch and Martz completed the paperwork. Eberwein will complete it at a later date.

Treasurer's Report: The Treasurer's Report was reviewed. Couch moved to approve the report and Martz seconded. Motion passed.

Cemetery Update: Brad Koehnemann gave the update. Families and friends are leaving inappropriate decorations on several graves. Items include beer bottles, trellis decor, old t-shirts, plantings and other decorations that interfere with regular grounds maintenance. It was decided that a letter reminding those involved of acceptable cemetery decor and the maintenance rules. Couch moved to approve this action and Martz seconded. Motion passed. Mark Rosen will compose and send the letters.

Since the last meeting there were 28 burials, including 13 cremations.

Paving of the new roads is underway.

Adjournment: The meeting adjourned at 4:30 p.m.

Next Meeting: Wednesday, October 25, 2023 at 4:00 p.m. at the Korte Recreation Center.

HIGHLAND CEMETERY BOARD OF MANAGERS

July 26, 2023

<u>VALUE</u>	<u>DESCRIPTION</u>	<u>PURCHASE DATE</u>	<u>% INT.</u>	<u>DUE</u>
<u>CEMETERY BOARD OF MANAGERS</u>				
100,000.00	Bank of Hillsboro	7/19/2022	1.590%	10/19/2024
99,000.00	FCB Highland Bank	6/14/2018	2.720%	8/14/2027 55 mos CD
99,000.00	FCB Highland Bank	7/27/2019	2.700%	2/27/2024 55 mos CD
100,000.00	FCB Highland Bank	9/17/2020	0.600%	9/17/2024
5,664.62	<u>Putnam Income</u>	1056.832	\$5.36 per share	
229,090.83	FCB Highland Bank Acct # 738529107			
<u>\$ 632,755.45</u>	TOTAL - CEMETERY BOARD INVESTMENTS			

CEMETERY'S WEINHEIMER TRUST FUNDS - Must maintain \$108,800 principal

108,800.00	FCB CD Maturing 10/11/2023			
-	FCB Highland bank account for Trust Fund			
<u>\$ 108,800.00</u>	TOTAL - WEINHEIMER TRUST FUND INVESTMENTS			
<u>\$ 741,555.45</u>	Total Funds Available			

CEMETERY LAND REPLACEMENT - From Sale of Lots

\$ 40,535.65 TOTAL CASH BALANCE IN CEM. LAND REPLACEMENT

Cem Ld Repl owes \$22,500 back to Gen Reserves for land purchase/demolition in 2010

Land Purchase - Raeber Property finalized Jan 2010 Approx. 10 acres

11/25/09	First Payment on Land Purchase	\$ 137,405.25
01/05/10	Final Payment on Land Purchase	\$ 137,190.00
	Demolition of trailers	\$ 11,450.00
	<u>Total Land Cost</u>	<u>\$ 286,045.25</u>
	Cemetery Land Replacement pd	\$ (197,045.25)
	<u>Gen Admin Reserves pd</u>	<u>\$ (89,000.00)</u>
As of 4/30/11	Cem Ld Repl owes Gen Admin Reserves	\$ 89,000.00
	paid back FY 2011-2012	\$ (1,500.00)
	paid back FY 2012-2013	\$ (5,000.00)
	paid back FY 2014-2015	\$ (7,500.00)
	paid back FY 2015-2016	\$ (7,500.00)
	paid back FY 2016-2017	\$ (7,500.00)
	paid back FY 2017-2018	\$ (7,500.00)
	paid back FY 2018-2019	\$ (7,500.00)
	paid back FY 2019-2020	\$ (7,500.00)
	paid back FY 2020-2021	\$ (7,500.00)
	paid back FY 2021-2022	\$ (7,500.00)
	paid back FY 2022-2023	\$ (7,500.00)
	paid back FY 2023-2024	\$ (7,500.00)
as of 04/30/2023		\$ 15,000.00

Expenses:

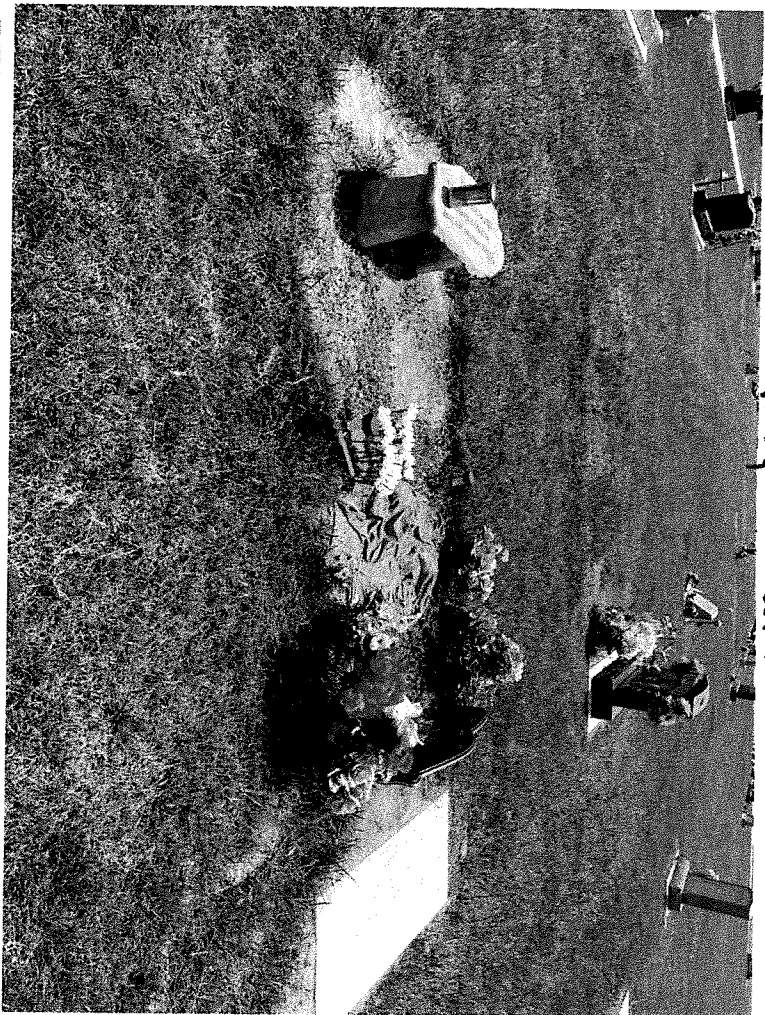
1/13/2023	Pontem Software	\$2,615.00	Annual Subscription for cemetery
4/21/2023	Pontem Software	\$525.00	CM GIS Map Services

Joshua Melton

Block 20
Lot 19
Grave 5



Looking west



Looking South



Looking north