

CITY OF HIGHLAND
CEMETERY BOARD OF MANAGERS
Minutes– 4:00 pm Wed, July 28, 2021

The meeting of the Cemetery Board of Managers was called to order at 4:09 P.M. on Wednesday July 28, 2021 by Stephen Thiems.

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

A) The Minutes of the April 28, 2021 meeting were reviewed and approved with a motion by Ben that was seconded by Stephen. 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 as of June 30, 2021 reviewed. The finance report was accepted by all members in attendance.

C) Unfinished Business:

Cemetery Update –It was reported that year to date burials were 41 with a comparison of 36 for the entire last year. Brad reported adding more dirt to the berm on the Raeber property and they also rehabbed a few corner pieces of the road. They continue to mow and Brad reported that he has been showing multiple people available grave spaces to be sold. A request to place an urn above ground will be responded to with the requirement that the urn can be placed within the monument.

Software Update for Cemetery Records –Brad reported that a committee has been formed to determine the best solution and the committee will be reviewing two different options soon.

Road Improvements- Brad included this in his cemetery update above for minor repairs. No further additional major repairs are planned at this time.

D) New Business:

Cemetery Rate Modificiations- Following a motion by Cliff,that was seconded by Ben and approved by a roll call vote, a request to increase cemetery rates was approved to be presented to the City Council for approval to be effective January 1, 2022.

E) Next Meeting: Next Meeting Date – October 27, 2021 at 4 pm at City Hall, Highland, Illinois.

F) Adjournment: Meeting was adjourned at 4:30 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