

DRAFT

**TOWN OF TURTLE
CEMETERY COMMITTEE MEETING
MINUTES OF NOVEMBER 2, 2011 MEETING
Regular Mtg/7:00 PM**

1. Meeting called to order by Chairman Swanson at 7:00 pm.
2. Roll Call as follows: Present were Mike Birkholz, Sexton, Ralph Carlson, Don Jones, Ethel Maxworthy, Jean Swanson, Brad Trewyn, Supervisor Bill Brewer. Ed Swanson and Roger Anclam were also present.
3. Motion for approval of November Agenda was made by Bill Brewer, second by Brad Trewyn. So carried by all members present.
4. Motion for approval of the October 2011 minutes was made by Don Jones, second by Ethel Maxworthy. Motion passed by all members present.
5. Financial report was given for October 2011 motioned to approve made by Don Jones, second by Ralph Carlson, and carried by members present.
6. Sexton Report. Mike Birkholz said there was only one burial in October in the Shopiere Cemetery.
7. Board Concerns: Bill Brewer noted that the board of supervisors had some direction to discuss that would be brought to the committee during the “columbarium” review.
8. Citizens Concerns - None.
9. Old Business:

Columbarium Review: Bill Brewer had a list of directives from the Board of Supervisors for consideration by the Cemetery Committee.

 - a) Pricing: The members have been seeking pricing and how sales are being made of other columbariums in the area. Some members of the committee did not want to make recommendation as to pricing at this time due to the need of corrections within the town’s ordinances prior to anything being recommended. However, Brad Trewyn made motion to give the board of supervisors the “findings” of our research, second by Mike Birkholz and carried with a vote of 6 to 1. Our research shows the following:
Single Unit (sold w/name plaque) Low- \$1300.00 High \$1725.00
Double Unit (sold w/name plaque) Low- \$2500.00 High \$2580.00
 - b) Columbarium Numbering System: Cold Springs gave Sexton Mike Birkholz a numbering system for identifying each niche within the columbarium. Mike said the system would be sufficient for him to correctly keep his records for the Township. It was also agreed by full committee with the approval of Sexton that sales of unit(s) would depend on the location preference of the purchaser(s). The niche identification must be listed on the contract between purchaser(s) and Town of Turtle.
 - c) Contract: A contract for sales between purchaser of niche and Town of Turtle will be necessary. It is suggested by Cold Springs that a listing of the actual size of niches be included in contract as well as location registration with Sexton/Town of Turtle. It will also be noted that the Town of Turtle request full payment (no payments program) and statement

stating that the Town of Turtle is not interested in the resale of niches. That would be up to the original purchaser(s); with all resale information being made to the Town of Turtle. Cold Springs offered examples of columbarium ownership contracts for consideration. This being a legal document between parties, samples of contracts will be given to Bill Henderson, Town of Turtle Attorney to develop and send back to the committee for review and suggestions prior to giving to the Board of Supervisors.

- d) Walkway Construction: It is the committee's recommendation that the walkway around the columbarium be concrete. This is also the Sexton's/Highway Dept. suggestion for ease to maintain.
- e) Landscape: The natural time restraints indicate that landscape should be done in the Spring of 2012. At that time the newly made columbarium will have settled and dirt brought in to complete the unit would allow for a better idea of what the committee will be recommending as the final landscaping.
- f) Plotting of graves in newly acquired land: The grounds will need to be properly finished cosmetically and with yet more dirt needed. Also the Batterman Company had some preliminary for past years. Mr. Combs might be a person to help plot the properly. This again will be done upon completing the project in 2012.
- g) Ordinance for Columbarium: Existing ordinances need to be changed and updated. The Town of Turtle must change ordinance for allowing the columbarium. The Committee will be able to make the necessary changes to general ordinance #134. The committee will begin consideration additions and changes on the January 2012, meeting date. Also changes to the By-Law and Rules & Regulations for columbarium which will be given the purchaser(s). This item is a high priority in the minds of some committee members and should be complete before selling any niches.
- h) The committee will need to develop some informational literature and make a display in the Town's Service Center for people to see what is being offered. This should be up and displayed before any sales be made.
- i) Mike Birkholz indicated the possible delivery date for columbarium for the week of November 21, or the week of November 28. Mike asked which of the "named sides" would the committee like to have facing the North. Don Jones made a motion, second by Jean Swanson to have the "LOVE" side facing toward the north. The motion was carried by all members of the committee.

10. New Business:

The need for updating cemetery fees was noted with looking into the columbarium research. Each individual fee was discussed and increases made accordingly; with the complete committee in agreement to recommend the changes to the Board of Supervisors.

11. The next meeting date will be January 4, 2012. Note that no meeting will be conducted in the month of December 2011, for the Cemetery Committee.

12. Motion made to adjourn the November 2, 2011 meeting made by Mike Birkholz, second by Bill Brewer. So carried by all members present. Meeting adjourned at 8:45 p.m.

Submitted by

Jean Swanson
Cemetery Committee, Chairperson

Nov. 4, 2011
(2011-November Minutes-Cemetery)