



City of Algoma
Cemetery Commission Meeting
Monday, June 22, 2015
Minutes

The June 22, 2015 meeting of the Cemetery Commission was called to order in the City Hall Conference Room at 8:30 AM by Chairman Kevin Schmidt.

Present at roll call: Groessler, Schmidt and Wiswell. Also, in attendance was Cemetery Superintendent Wilke, City Parks Director Robertson, and representatives of Wiese Memorials & Burial Vault Co. of Algoma.

It was noted that the meeting is in compliance with the open meeting law.

Wiswell moved, seconded by Groessler, to approve the agenda. Motion passed.

A motion was made to approve the minutes of the: April 6, 2015 meeting of the Cemetery Commission by Wiswell, and seconded by Groessler. Motion passed.

Based upon a recent request put forward by Walter Pentek, of St. Simons Island, GA, to the Administrator – Clerk – Treasurer's Office, Wiswell, suggested that the Cemetery Commission review the Monument Replacement Policy for the Cemetery in the coming months. Wiswell provided the Commission with background information regarding a request by Mr. Pentek, the grandson of Helen Lohrey Babin (1896 – 1925), to place a new monument on her grave at Evergreen Cemetery. After a brief discussion of the facts in this instance, Wiswell moved, with a second by Groessler that: (1) Mr. Pentek should demonstrate proof of his family relationship with Mrs. Babin; (2) a new head stone, if approved, should be in keeping with the general appearance and overall dimensions (16" to 18" in height) of other stones in the area; and (3) that the new marker be placed on top of, or near the existing marker, or that the existing stone be kept by the Cemetery. Motion passed.

Wiswell sought out the Commission's perspective on his recommendation that a new Management Reporting Structure be put into place where the Cemetery Superintendent would report to the City Parks Director. Wiswell noted that this was the past practice of the City a number of years ago and it was reported to have worked well at that time. If approved by the Commission, he will bring this

to the Council for their review and approval. Groessl moved, with a second by Wiswell, to approve the Administrator – Clerk – Treasurer’s proposed Management Reporting Structure for the Cemetery. Motion passed.

Wiswell requested that the following matters of old business relating to: flagpoles, remainder soil at rear of cemetery, and a survey of the property line be placed on a future agenda for the Commission.

Under new business, Wiswell indicated that he would begin the process of reviewing the cemetery’s rules in the coming months, by reaching out to other stake holders, and then report back to the Commission. Superintendent Wilke discussed his desire to begin a Crematory Columbarium Needs Assessment. The Commission will place this matter on a future agenda.

Motion made by Groessl to adjourn, with a second made by Wiswell. Motion carried and the meeting adjourned at 9:41 AM.