CITY OF JACKSON
Cemetery Meeting Minutes
Wednesday, 02-12-20

Steve McLean, Chairman
Keith Davis, Vice-Chairman
Debby Collins, Committee Member
Chad Simmons, Committee Member

COMMITTEE MEMBERS ABSENT:
Jim Laughton

STAFF IN ATTENDANCE:
Maintenance Superintendent Max Godde

PUBLIC IN ATTENDANCE:
City Council member Keith Sweet

Chairman McLean called the meeting to order at 10:05 a.m.

1. PUBLIC MATTERS NOT ON THE AGENDA.
None.

2. APPROVAL OF THE MINUTES: January 8, 2020. Debby Collin motioned to approve, 2nd by Keith Davis with amendments regarding the committee members touring the cemetery/boundaries and removing member Simmons from being present.

3. MAINTENANCE PROJECTS AT THE CEMETARY (Public Works Superintendent Updates).

Superintendent Max Godde had been running late – arrived 10:40. Member Collins asked if he had/wanted a project list. A current list was provided. Member McLean asked if Max would review the list. Max mention ARC (Joe Duboi (sp)) they have been spending time in the cemetery, picking up trash, weeding, etc. The cemetery is looking good. Max asked what we need from him regarding sign order. He said Yvonne said make sure the signs are right and then order them. McLean asked Max to request an up to date quote from Safe T Lite. Collins asked how many we want. The committee agreed to order double sided with “Way” added. Max was going to check if any Rule signs, etc are currently up and if not get an updated quote.

4. The committee discussed the issue of possibly meeting with staff from Daneri’s regarding the City burial requirements. The committee discussed and agreed that providing a copy of our Operation Manual would be important. Member Davis mentioned that our new Sexton could deliver the document and use it as a way to introduce himself. Member Simmons suggested providing the manual to our Sexton to pre-review and at the same time provide a manual to Daneri’s so they could form their questions, then meet with a committee member. The committee agreed.
5. Signage for Cemetery Pathways.

Council member Sweet inquired about potential projects for the Rotary. A list of cemetery projects was provided. Member McLean discussed the need for funding for the signs and that city staff had mentioned that funds have been set aside. Council member Sweet suggested using TOT funds which fit good into this project based on the tourist that frequent the cemetery. Member Davis clarified that all the signs will include "Way" not "Street" etc. Member McLean mentioned that we want to fix any safety hazards working with maintenance staff. In addition, the committee is interested in obtaining some type of road base material to smooth the uneven walkways. Member Simmons suggested not using decomposed granite because of high cost and should consider a cheaper road base, he mentioned checking with US Mines etc. Simmons mentioned getting road base donated, it's about $14 per ton and DG is $50 - $60 per yard. Simmons indicated he has a small tractor. Matting can be placed and then add the road base and viber plate it 10 yds at a time. McLean suggested prioritizing pathways. McLean asked who carries, delivers road base. Simmons said the base can be delivered and dumped at the cemetery. Simmons indicated he would contact US Mines for donation of the base.

6. 12-MONTH PROJECT PLAN SUGGESTIONS.

No additions were submitted by the Committee. McLean mentioned not a lot had been completed. Member Davis mentioned that he thought the City Maintenance crew were planning to work on items. The committee agreed to provide City Maintenance with a current 12-month project plan for their use. Member Collins asked about the database development. The committee discussed the different programs staff may be using. Collins asked about the drone project, etc that Susan Peters was trying to get accomplished. The committee agreed to continue to work with Susan on these items.

7. COMMITTEE MEMBERS REPORTS.

None.

8. ANY OTHER BUSINESS.

Member suggested adding Action Items at the end of the Minutes so members have something to refer too.

Russel Parker (Scout leader) provided an update for the Raptor/Owl box scout project. He needed a contact/person on the committee for possible calls from vendors asking about the scout project and donation. The committee agreed to provide the new Sexton's contact information. McLean asked is the project is raptor perches and owl boxes or just one. Parker said that would evolve. He said to do the perches first to see how the squirrel control works. Superintendent Max was introduced to Parker so they could work together on coordinating the project.

MEETING ADJOURNMENT.

Meeting was adjourned at 11:05 a.m.

Approved by Committee June 10, 2020

[Signature]

Steve McLean, Chairman