

Minutes of the OSWEGO TOWNSHIP CEMETERIES

SPECIAL MEETING (Revised)

JULY 31, 2018

The Special Meeting of the Oswego Township Cemeteries was called to order at 10:00 A.M. by Treasurer Brian LeClercq. The pledge of allegiance to the U.S. Flag was given by all in attendance.

Township Cemetery Officials in attendance were: Treasurer, Brian LeClercq; Trustees Michael Lamonica, John Hodgson, and Gary Eagleton. Also present were Diane Selmer, Frank & Mary Carney, Maria Helgeson, Garhardt Werber, and Jan Alexander.

Treasurer LeClercq opened the meeting with public comments.

Frank Carney stated that there are three options at Pearce Cemetery; 1. Have gate closed, 2. Have gate moved to the North end of the cemetery, or 3. He would take us to court.

Treasurer LeClercq closed the public comment section of the meeting.

PRESIDENT'S REPORT: President Lamonica stated that this Special Meeting is to cover Cemetery Personnel issues. He also would like to have quarterly meetings next fiscal year. President Lamonica thanked the Oswego Township Board for cleaning up the 106 Pfund Court property.

SECRETARY'S REPORT: None

TRUSTEE'S REPORT: Trustee Eagleton commented on the need to get a new Superintendent under contract. He also explained that he spoke with a memorial company about tombstone specifications for Pearce Cemetery. Trustee Eagleton was wondering if there were any tombstone specifications and compensation for Trustee's listed in the TOI Handbook.

NEW BUSINESS:

Discussion was made about the Superintendent's and Assistant's job description.

The board listed that the Superintendent should be a "people person", should seek confirmation of ideas and plans of/from Cemetery Trustees, carry out mission and goals for Cemetery Trustees, equipment not for personal use, sell graves. The board felt that mowing & trimming, plowing snow, trimming & removal of trees, leaf pickup, maintaining of equipment, locating and supervising the digging of graves could be done by the Superintendent and/or the Assistant.

The Board decided that the Salary for the Superintendent would be \$500.00 and for the Assistant would be \$250.00 per month. The Hourly rate would be \$15.00 per hour and the truck allowance would be \$50.00 per month for both the Superintendent and the Assistant. There was discussion on the applicant(s) hired and doing a Criminal Background Check. The Board will discuss any increases at the Regular Meeting.

Treasurer LeClercq will check with the Highway Department to see if they have a need for the trailers and/or if they could store them temporarily. Tabling disposal of trailers & 3rd mower.

Future Memorial Day preparations at all cemeteries was tabled until next meeting.

After hearing from Treasurer LeClercq that it cost \$1057.50 to have a company currently under contract with the Township mow each cemetery one time each, President Lamonica entertained, and Trustee Hodgson made a motion and Trustee Eagleton seconded the motion to hire an interim person to mow & maintain the cemeteries

Posted/Emailed 4/2/19 at 1:26 PM

until a new Superintendent is hired. The rate of pay for this interim person will be \$15.00 per hour & \$50.00 per month for truck usage. All were in favor & motion passed.

Treasurer LeClercq Spoke about having a sonar company out at Wormley Cemetery to find the graves. He also spoke to Bud Wormley about any adverse effects to possibly relocating these graves to the Oswego Township Cemetery where the rest of the Wormley family has been buried thus far. Mr. Wormley did not see a problem with the possible relocation. In this case we could discuss with Fox Metro about buying the property. If that didn't work, another option would be to make Wormley Cemetery a scatter garden. Further discussion was tabled until next meeting.

The Board discussed authorization to form a committee and do a study for scatter gardens. This was tabled for more information. Treasurer LeClercq offered to get more information for the next meeting.

President Lamonica entertained, and Trustee Hodgson made a motion and Trustee Eagleton seconded the motion to have our intern update & scan all Cemetery records not to exceed \$1000.00. All were in favor & motion passed.

Treasurer LeClercq spoke about having the interim person seal coat the 2 cemeteries, or bidding them out. The Board agreed it is in the budget.

As far as setting future meeting dates, Treasurer LeClercq informed the Board that all regular meetings must be set at the Annual Cemetery Meeting in April, so any other meetings this fiscal year would be Special Meetings. The Board discussed that the public is asking for evening meetings and the special hiring meeting should be sometime in September with the public notice going out as soon as possible.

Treasurer LeClercq mentioned that a price comparison is being done and will be on Agenda for next meeting.

Treasurer LeClercq was questioned about the turning over of 106 Pfund Court to the Cemetery. He responded that it should be turned over within a week.

Trustee Hodgson made a motion and Trustee Eagleton seconded to adjourn the meeting. All were in favor.

Meeting Adjourned at 1:54 pm

Respectfully submitted by:


Secretary Hodgson