

## MEETING MINUTES – November 24, 2014

The Des Moines County Pioneer Cemetery Commission met in meeting room A at the Burlington Public Library on November 24, 2014. The Chairman, Herb Price, called the meeting to order at 5:35 pm. Commission members present were: Stacy Bliesener, Paul French, Alan Mohr, Herb Price, Steve Stoller, & Fred Wetzel.

Associate member present was: Bill Walker.

Public Input: Bill Walker said that the Mediapolis Lions Club is willing to do some cemetery restoration work on one or more pioneer cemeteries in the Mediapolis area. They are specifically interested in restoration work at the Northfield Cemetery.

Approval of the Agenda: No changes. Approved as written by voice vote.

Approval of the March 24, 2014 meeting minutes: No changes. Approved as written by voice vote. Note: No meetings were held in April, May, June, July, August, September or in October. (During this time there were several proposals that were voted on using email. These are documented in the minute's 3-ring binders.)

Communications: The commission received a thank you note, for the commission's restoration of the Old Danville Cemetery, from the Jean Marie Cardinell Chapter of the DAR located in Des Moines, IA. To be added to the Old Danville Cemetery file.

Old Business:

- A. Old Danville Cemetery project – Close out! – Fred Wetzel initiated a discussion of reducing the amount of mowing by possibly only mowing the western part of the cemetery 2 to 3 times a year. Seeding part of the acre the cemetery occupies in prairie grass was also discussed. Steve Stoller agreed to make some inquiries about some form of conservation. Fred Wetzel said he would send a letter to Joe Doss about the possibility of reducing the amount of times the area to the west is mowed.
- B. Cemetery sign project – Close out! Fred Wetzel asked if there were any cemeteries that needed to have a sign erected other than the Mathis Cemetery. Hearing none the cemetery sign project has been completed except for the Mathis Cemetery. It was decided to schedule a work session for the Mathis Cemetery in the spring of 2015.
- C. Gallaher/Zion access road status – Mike Allen, who was not in attendance, emailed Fred Wetzel saying that he will take a look at the cemetery access road some time before our January meeting and report at the meeting.
- D. Dravis Cemetery tree removal status– Steve Stoller said that he does not know if the tree has been removed but that it was no threat to the cemetery. Steve thinks the tree will be removed prior to the mowing season next year.
- E. Jackson Cemetery – Close out! – Paul French said that the cemetery restoration has been completed.

#### New Business:

- A. Resetting gravestones in Avery & Spring Creek Cemeteries (IAAP) – Avery; Allen Gugeler has been contracted to reset 4 gravestones. Steve Stoller said that Allen would probably not reset the stones until next spring unless we have some very good winter weather. There still is some additional restoration work to be accomplished by the commission. Spring Creek; There is one gravestone that needs to be investigated to determine if it can be reset by Allen Gugeler. Herb Price and Paul French will investigate in the spring. The cemetery requires at least one work session to clean out the brush and small trees. The IAAP maintenance department intends to remove the work shed but leave the foundation.
- B. Magnetic signs- “Pioneer Cemetery Commission” - Earlier this year Stacy Bliesener ordered 2 magnetic signs that she uses on her vehicle when doing work at our pioneer cemeteries. She said the cost is about \$12 each. Fred Wetzel made a motion to purchase 10 signs. Seconded by Paul French. Motion was approved. Stacy has agreed to order the signs.
- C. Mowing contracts for 2015 – Fred Wetzel had distributed, by email, a list for the proposed 2015 mowing contractors including the requested charges dated preliminary as of 13 November 2014. Steve Stoller made a motion to approve the contractor list and charges. Seconded by Stacy Bliesener. No discussion. Motion was unanimously approved. The list was included with the meeting notice and will be filed as such. Note: The information was forwarded to Terri Johnson for her to prepare the contracts.
- D. Fiscal year 2014/2015 budget review – Financials to date – Fred Wetzel distributed the Financial Information & Estimates for the current fiscal year as of November 12, 2014. The information included a proposed budget for the 2015/2016 fiscal year. See item E. below. A copy of this data is included with the meeting notice and filed as such. The information was discussed.
- E. Proposed 2015/2016 budget - The commission discussed the need to increase our budget from the current \$23,000.00 to \$24,000.00 The Commission budget has been \$23,000.00 for several years. Starting next year we will be adding the Jackson Cemetery to our maintenance responsibilities. The mowing cost for 2015 will be approximately \$1,000 above the 2014 costs. Paul French made a motion to request a budget of \$24,000.00 for fiscal year 2015/2016 as shown on the document presented in D. above. Alan Mohr seconded. Motion was approved by all members in attendance. Note: The proposed budget request was sent to Terri Johnson shortly after the meeting.
- F. Annual Report – Fred Wetzel had distributed a preliminary annual report dated 11/16/2014. There were no additions, deletions or changes suggested. Fred Wetzel will recheck, update, and finalize the report. Note: A finalized version was distributed shortly after the meeting for everyone to check. With no comments the document will be prepared for Herb Price to sign and then submit copies to the County Commissions in mid-December. Later Herb Price suggested a few changes which were incorporated into the document.
- G. Fiscal year 2015/2016 budget hearing – The commission has been advised that our budget hearing will be at the courthouse on January 13, 2015 starting at 11:00 am.

#### Other Business:

- A. Throughout the meeting there were suggestion for work sessions in 2015 as listed below.
  - 1. Mathis – To install a cemetery sign and possibly arrange the stones along the fence.
  - 2. Spring Creek (IAAP) – Brush cleanup and resetting stones.
  - 3. Old Middletown – Straighten stones, repair fence gate, & evaluate need for new bases.
  - 4. Avery – Addition work resetting stones.
  - 5. Berry – Cut down small tress and remove brush. Evaluate unmarked graves.

- B. Fred Wetzel gave Herb Price a Sec'y/Treas procedures manual for he and Stacy Bleisener to review. Fred prepared the manual and is looking for suggestions to improve the manual.
- C. Fred Wetzel said that he intends to resign at the January meeting. He hopes to pass along the tools and supplies before the meeting.

Next Meeting Date – Our next meeting will be held at the Burlington Public Library on January 26, 2015 (Meeting notice showed 2014) starting at 5:30 in Conference room B.

Adjournment: Unanimous approval to adjourn. Meeting was adjourned at 6:25.

Respectfully submitted,

Fred C. Wetzel, Sec'y/Treas