

Minutes of the Spring Green Cemetery Committee Meeting of the Township of Spring Green

Proceedings of the Spring Green Cemetery Committee Meeting, held at 6:00 pm on Monday, August 28, 2017 at the Town Hall located at E4411 Kennedy Road, Spring Green, and Wisconsin:

1. **Call to Order:** Carla Carmody called the meeting to order at 6:00 pm.
2. **Legal Posting:** Jenny Pappas, Clerk certified compliance with the open meeting law.
3. **Roll Call:** Members present were Carla Carmody, Kolby Hirth, Tim Johnson and Michael Mertens. Also present was Jenny Pappas.
4. **Adopt Agenda:** Johnson moved and Hirth seconded to adopt the agenda as presented. Motion carried.
5. **Approval of Minutes:** Johnson moved and Hirth seconded to approve the April 24, 2017 Cemetery Committee minutes as presented. Motion carried. Mertens abstained.
6. **Discussion/possible action regarding 2017 – 2018 Snow Removal:** The Committee discussed the process utilized last year to solicit bids and also discussed the option of not plowing as frequently. A concern regarding ice build-up was raised which could occur with less frequent plowing. Pappas noted she just received the billing statement for 2016-2017 and it was for \$150 for six plowings. The consensus of the Committee was to follow the same process utilized last year and advertise for bids on 10/18/17 and 10/25/17 with a due date of 10/27/17. No action taken.
7. **Discussion/possible action regarding 2018 mowing:** The Committee discussed soliciting for mowing bids in conjunction with the snow removal bids. The Committee discussed having a bid document similar to the snow removal document available on the Town's website with specifications for bidding. The consensus of the Committee was to advertise for bids on 10/18/17 and 10/25/17 with a due date of 10/27/17. No action taken.
8. **Discussion/possible action regarding liaison for grave sales:** Pappas informed the Committee that she spoke with Roger Kolan. Earlier in the year, Roger agreed to sell graves until a replacement for Viola Richardson could be found. A replacement has not been found to date. Roger informed Pappas that he is willing to continue selling graves, but would like to be paid \$500 per year for the service. The Committee discussed placing an advertisement in the paper for an "assistant" for Roger; Roger can train this person who would be able to take over once Roger decides to retire from the position. Hirth stated she is concerned that there currently is no backup for Roger. Hirth moved and Johnson seconded to hire Roger Kolan for staking and selling gravesites at a cost of \$1,000 per year and to have Pappas inquire with Kolan regarding succession planning. Motion carried.
9. **General Public Comment:** There was no general public comment.
10. **Set next meeting date:** The next meeting will be held on Monday, October 30, 2017 at 6:00 pm.
11. **Adjourn:** Hirth moved and Mertens seconded to adjourn at 6:37 pm. Motion carried.