

Cemetery Board Meeting**Yearly Meeting Held at the Danube Town Barn on March 02, 2011 at 7 PM**

1. President Rick Mosher called the meeting to order at 7:04PM.
2. All attendees said the Pledge of Allegiance immediately thereafter.
3. Roll call produced ayes from President Rick Mosher, Vice President Leonard Pross, Secretary Sharon Polnak, Trustee Cara Boepple, and Trustee Kim Horender. Town Supervisor Charles Welden also attended.
4. There was a discussion of a local death in the town and a question to Rick Mosher whether the family had requested burial in one of the town cemeteries, of which they had not. Otherwise there were no public comments.
5. There was a change made to the agenda requested by Sharon Polnak, which the board approved. Kim Horender made the motion, with Leonard Pross seconding the motion.
 - 10) "Reading of this meetings minutes" will be changed to:
 "This Meetings Minutes will be emailed promptly to all members for approval".
6. Leonard Pross approved the 2010 cemetery board meeting minutes, with Kim Horender seconding the motion.
7. Old business
 - a) Review and amend lot purchase procedures, interment rules:
 1. Rick Mosher got the green protocol binder, in which the procedures and rules are kept, out of the archive room. He went through the different sections with those in attendance, stating that everything in it is current and up to date, showing some of the cemetery maps and death certificates. It was discussed that there are plots available for sale in Garlock and Ostrander, and that the forms that have to be made out are in the back of the protocol binder.
 - b) Review financial status for year 2010-2011:
 1. Charles Welden provided copies of the Cemetery Board Annual Meeting Financial Report from 1998-2011. The money in the IDS-Amerprise-River Source-Columbia portfolio as of January 1, 2010 was \$982.23. Since that date through January 2011 it gained \$31.45 interest to total \$1,013.68. The total portfolio value as of January 14, 2010 was \$1,655.42, and the total portfolio value as of January 14, 2011 was \$1,817.41. Total donated monies & lot sales from 1998 to now is \$12,169.50, of which the money that came in for 2010 was 2 cemetery lot sales and a donation made by George Demeree. As of 01/31/2011 CD#1, which is the General Fund for Cemetery Lots, has a total of \$8,265.92, and CD#3, which is the General Fund for Hess Cemetery, has a total of \$2,529.04. This brings the CD total as of 1/31/11 to \$10,794.66.
 2. Charles Welden also provided a copy of Cemetery Expenses from 1998-2010. The grand total of cemetery expenses from 1998 through 2010 is \$46,616.31. IDS + donations + lot sales for 2010 total \$531.45 which will be added to CD#1. The motion to add made by Rick Mosher, with Leonard Pross seconding. The 2011 budget equals \$6,500 which, broken down, is \$2,000 for Personal Services, \$500 for Equipment and \$4,000 for Contractual Expense. Expenses for 2010 totaled \$1,696.88 for Personal Services, \$2,489.00 for Equipment (\$2,000 moved from Contractual budget to Equipment) and \$611.98 for Contractual, well within the 2010 budget of \$6,500.00. Norm Mastromoro still has not sent his bill for working on the Houpt Cemetery expansion.
 3. Rick Mosher to check on status of 2010 bake sale fund checking acct. @ M&T bank.
 4. The financial status was approved by Sharon Polnak, and seconded by Kim Horender.

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- c) Update on Houpt Cemetery expansion project:
 - 1. From the Monthly Cemetery Report of 2/9/11: We continue on with the Casadonte and Von Welshiem families for the enlargement part and to keep the right of way entirely on the Von Welsheim property. The description document has been rewritten by Norman Mastromoro. Norman has also described within the document, in as much detail as possible, the location and maintenance as it relates to the right of way road to the cemetery along with a map including the turn around area. Since we will be looking for a deed to the property, it will have to be signed by each of the Von Welshiems plus Pete and Carole Casadonte. Norman has been advised to send the draft indentures to the landowners for their comments and approval and will do so as time permits. A meeting was held on April 26 at Norman's office between him (Norm), Charley and me (Rick). We believe the best agreement between the landowners and township would be an easement to forever use the "right of way" and additional cemetery property. Norman has sent the agreement to Ellie, Pete and Carole and as of 7/30/10, there has been no response from either landowner. At this point Norman will send both landowners' letters asking them if they have any concerns with any of the documents to try to get this project moving again.
 - 2. The following decisions were made:
 - a) Rick to send email to Norm asking for a copy of the letter that was sent to the land owners about the documents.
 - b) Rick to check with Norm Mastromoro to see if there is any response to the letters he sent. If he doesn't receive any responses, Rick will contact them.
- d) Establish date and task list for spring cleanup, tentative date April 9, rain date April 23:
 - 1. There was no opposition to the dates.
 - 2. Cleanup crew to go around to every cemetery to check for any problems and fix them, if possible, so they will be ready for mowing.
 - 3. Straighten stones at Garlock.
 - 4. A request will be made to the Shu-Maker Mountain Climbers Snowmobile Club for food or donation. Also permission will be asked to use the clubhouse as a place to cook if the weather is bad, otherwise cookout will be held at Garlock.
 - 5. Rick will place a piece in the Evening Times newspaper about the cleanup day.
- e) Cemetery grounds person 2011, Rick called Jason Pasquale and his mother says he is interested in doing the job again this year. :
 - 1. This decision was approved by Sharon Polnak and seconded by Cara Boepple
- f) Bake sale at towns spring cleanup days:
 - Kim Horender and Cara Boepple to co-ordinate. Charles Welden to advise date.
- g) Other:
 - 1. Request was granted to change the headstone in the Garlock Cemetery on the Caracane plot to Clyne. She procured the plot years ago from Keith Cagwin, then the town's highway superintendent, but has since separated from Mr. Caracane and is now married to Mr. Clyne. Subject was brought up and discussed at the Feb 9, 2011 town board meeting with approval.
- 8. New business: None
- 9. There were no 'Board comments'.
- 10. Reading of this meetings minutes: they will be written up and sent to all members for approval.
- 11. Adjournment was at 8:03 PM.