

PENTWATER TOWNSHIP

ON PENTWATER LAKE AND LAKE MICHIGAN
327 South Hancock Street P.O. Box 512 Pentwater, Michigan 49449
(231) 869-6231 Website: www.pentwatertwp.org

Township Cemetery Advisory Committee Meeting Minutes June 26, 2013

Chairman Crumb called the regular meeting of the Pentwater Township Cemetery Advisory Committee to order at 3:00 p.m.

Members present: Damon Crumb, Jim Ege, Myrna Carlin, Terry O'Grady, Dean Holub

Members absent: None

REVIEW & ACTION: AGENDA

A motion was made by Member Carlin and duly seconded by Member O'Grady to approve the agenda as submitted. Voice vote. Aye: 5 Nay: 0. Motion carried.

REVIEW & ACTION: MINUTES OF THE APRIL 24, 2013 CEMETERY ADVISORY COMMITTEE MEETING

A motion was made by Member Ege and duly seconded by Member Crumb to approve the minutes of the April 24, 2013 Cemetery Advisory Committee meeting as submitted. Voice vote. Aye: 5 Nay: 0. Motion carried.

OLD BUSINESS

Review and Discussion: Review of Section VI, Paragraph F. of the Pentwater Township Cemetery Ordinance Regarding Markers/Memorials in New Blocks

Members discussed Section VI, Paragraph F. of the Pentwater Township Cemetery Ordinance regarding the markers/memorials in the new blocks. It was the consensus of the members that upright memorials should be permitted in all areas of the cemetery in order to maintain the historic and current character of the cemetery. Members recognized that such a policy would result in some increase in mowing/trimming work.

It was suggested that there was a previous attempt to make several modifications to the Cemetery Ordinance. Member Holub referred the Committee to a draft Ordinance dated 2011. Members agreed that an ad hoc committee comprised of two members of the Advisory Committee and a couple of Township Board members should be assembled to review that draft and make any additional recommended changes and then returned

to the Advisory Committee for review and transmittal to the Township Board for its review and action. It was noted that the 2011 draft was never considered by the Board.

Chairman Crumb asked for volunteers to sit on the Cemetery Ordinance Revision Subcommittee. He then appointed himself and Member Carlin to the Subcommittee representing the Cemetery Advisory Committee.

Status Report: CIP Projects

Member Holub provided the Committee with an update of the status of each of the capital improvement projects.

- Dehumidifier in Chapel – Purchased and installed
- Landscape Design Plan for the Cemetery – Progressive AE retained to prepare plan
- Removal & Replacement of dead trees in Blocks 16 & 18 – No action to date
- Installation of a new Rear Gate – No action to date

Members discussed the need to replace the dead trees in Blocks 16 & 18 and not wait for the completion of the landscape design plan. Member Holub stated that he would solicit quotes for replacement. It was suggested that Ryan's and Montague Tree Farm be contacted for prices.

Members also agreed that the rear gate should be addressed should sufficient funds be available this year. There was discussion that bids were previously obtained from Paul O'Grady and American Fence in August of 2012. Member Holub stated that he would contact both for updated proposals.

NEW BUSINESS

Review & Discussion: Cemetery Open House Arrangements for 2013

Members discussed arrangements for the 2013 Cemetery Open House to be held on Thursday, August 8th from 1-4 p.m. Member Holub stated that the horse and wagon had been reserved for the date and time. It was suggested that the new tent be erected adjacent to the chapel. Member O'Grady said she would arrange for cookies, punch and cups. Member Carlin stated she would bring napkins. Other necessary items mentioned include coolers, a sign-in book, open house sign, and copies of the history of the cemetery. Member Holub stated that he would arrange to have these items available.

OTHER ITEMS FROM MEMBERS

Member Ege reminded members of the recent purchase of the tent/canopy and chairs for use at funerals at the cemetery. He stated that the Committee should make funeral

homes/directors and families aware that these items are available for services. He further said that the cemetery should establish fees for set-up and use of these items in order to recoup the initial costs. It was the consensus of the Committee that we should invite funeral home personnel to a meeting of the Committee early in the year (March /April) in order to make them aware of these services.

NEXT MEETING

The next meeting of the Pentwater Township Cemetery Advisory Committee will be at 3:00 p.m. on Wednesday, July 31, 2013.

ADJOURNMENT

The meeting was adjourned at 4:12 p.m.

Respectfully Submitted,

Dean Holub, Secretary