

# **PENTWATER TOWNSHIP**

ON PENTWATER LAKE AND LAKE MICHIGAN  
327 South Hancock Street P.O. Box 512 Pentwater, Michigan 49449  
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## **Township Cemetery Advisory Committee Meeting Minutes Rescheduled Regular Meeting July 28, 2016**

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

Members present: John Barker, Myrna Carlin, Dean Holub, Terry O'Grady, Marilyn Cluchey

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. The motion was unanimously approved by voice vote.

### **REVIEW & ACTION: MINUTES OF THE RESCHEDULED JUNE 15, 2016 REGULAR CEMETERY ADVISORY COMMITTEE MEETING**

A motion was made by Member O'Grady and duly seconded by Member Carlin to approve the minutes of the rescheduled June 15, 2016 regular Cemetery Advisory Committee meeting. The motion was unanimously approved by voice vote.

### **OLD BUSINESS**

#### **Review & Discussion: Final Design of Respite Area in Block 20**

Members reviewed the final draft bid documents for the proposed respite area in Block 20 of the Cemetery from Progressive AE. Members entered into discussion regarding the general layout of the options and were in agreement that the final design incorporated the previously discussed options. Mr. Holub stated that the Landscape Architect would finalize bid specifications for the project and that he would then send out request for bids to contractors in the area. There was general discussion regarding deer resistant perennials. Mr. Holub stated that he would contact Villadsen's for some recommendations. A motion was made by Member O'Grady and seconded by Member Barker to approve the final draft bid documents. The motion was unanimously approved by voice vote.

## **NEW BUSINESS**

### **Review and Discussion: Arrangements for the Cemetery Open House**

Members entered into discussion regarding arrangements for the Cemetery Open House on Thursday, August 11<sup>th</sup> from 1:00 p.m. to 4:00 p.m. Member O'Grady volunteered to pick up cookies, punch, napkins, and cups for the event. Member Holub stated that the Gator would be available for viewing and/or transportation for any handicapped individuals during the Open House. Member Holub stated that he would have the awning erected and both the Chapel and bathroom open.

**OTHER BUSINESS** – Mr. Holub stated that two signs had been ordered for the Cemetery. One enumerated rules for the Cemetery and the other was for identification of the new Scatter Garden.

Chairman Barker provided a summary of his recent attendance at the Michigan Township Association's workshop on Cemetery Management the previous day. He said that the Pentwater Township Cemetery was generally ahead of many other township cemeteries. He referred members to a publication regarding the preservation of historical markers in the Cemetery.

## **NEXT MEETING**

The next regular meeting of the Pentwater Township Cemetery Advisory Committee will be at 3:00 p.m. on Wednesday, September 28, 2016.

## **ADJOURNMENT**

The meeting was adjourned at 3:55 p.m.

Respectfully Submitted,

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Dean Holub, Secretary