



## **OAK HILL CEMETERY BOARD**

**WEDNESDAY, MARCH 13, 2019 – 4:00 PM**

**LAKE GENEVA CITY HALL, CONFERENCE ROOM 2C**

**626 GENEVA ST, LAKE GENEVA**

### **AGENDA**

1. Meeting called to order
2. Roll Call
3. Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to 5 minutes
4. Approval of Cemetery Board Minutes from November 14, 2018
5. Discussion/Recommendation regarding Oak Hill Cemetery Septic System Maintenance Issues and potential funding
6. Discussion/Recommendation regarding Cemetery Restroom location(s)
7. Date and Agenda items for next meeting
8. Adjournment

*This is a meeting of the Cemetery Commission.  
No official City Council action will be taken; however, a quorum of the City Council may be present.*

3/12/2019 1:00 pm

cc: Cemetery Commissioners, Aldermen, Mayor, Administrator, Attorney, Department Heads, Media

**OAK HILL CEMETERY BOARD MINUTES  
WEDNESDAY, NOVEMBER 14, 2018 – 4:00 PM  
LAKE GENEVA CITY HALL, CONFERENCE ROOM 2C**

Chairperson Read called the meeting to order at 4:00 p.m.

Roll Call:

Present: Read, Howell, Krohn, and Allenstein

Absent: Commare

Others Present: DPW Director Earle, City Clerk Kropf, David Desimone, Michael Rehberg, and John Notz

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to 5 minutes

None

Approval of Cemetery Board Minutes from September 19, 2018

Motion by Howell to approve the minutes of September 19, 2018, second by Krohn. Motion carried 4-0.

Discussion/Recommendation regarding Cemetery Walk

David Desimone addressed the committee regarding the Cemetery Walk. He noted that that this walk would be a tour that would involve the Black Point property. He would like a new tour to be conducted within Oakhill and to offer the tour within the month of October. He would ask the committee to consider this idea and offer some opinions. Howell wondered if the City would have any liability for any accidents that may occur in the Cemetery and wondered if they would offer a tour on Halloween. Desimone noted that he would view it as if someone was visiting the Cemetery and that it wouldn't be much different than the tours that already occur on the City sidewalks. He added that most tours would begin at approximately 6:00 p.m. as it seems to be more beneficial for attendees. Read would like to see some kind of cost share that would directly benefit the Cemetery.

Motion by Read to approve moving forward with the concept, second by Howell. No discussion. Motion carried 4-0.

Discussion/Recommendation regarding Oak Hill Cemetery Septic System Maintenance Issues

DPW Director Earle noted that the septic systems have been condemned by the Building Inspector. This was due to the tanks leaking materials. He added that he has placed portapottys for temporary use. He noted that one option is to do nothing and to not have septic or water available. He worries if nothing is done that will be a hindrance to the employees and any funeral attendees. He noted that they had looked into a holding tank or a new septic system, but as City ordinance doesn't allow citizens or businesses to add these it would not be in the best interest of the City to do the same. Read would like to see this done at primarily the sexton shed. He stated that usually the actual bids will come in lower than the engineer's estimate and a realistic number would be \$379,000. He stated that the Public Works Committee along with the Council will need to identify the funding source, including looking into borrowing potentially. Earle would like the new City Administrator to take a look at this situation before moving to Council. No action taken.

Discussion/Recommendation on software program for Oak Hill Cemetery

Read stated that when this project was started it was slated to cost \$15,000 and its now appearing to be costing over \$80,000. He would like to see that the project cease and not lose any more money on it. The committee discussion included not spending any more money until they know where the software is at and its capabilities. Read directed City Clerk Kropf to look into this situation. No action taken.

Update on Cemetery Perpetual Care Fund Investments and Cemetery Fund

No action.

Date and Agenda items for next meeting

March 13, 2019 (second Wednesday)

Adjournment

Motion by Howell to adjourn the meeting of the Cemetery, second by Allenstein. Motion carried 4-0. The meeting adjourned at 4:31 p.m.

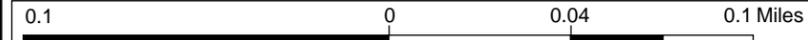
# Oak Hill Cemetery Water and Sewer Service



- Sewer Main
- Sewer Service
- Sewer Manhole
- Sewer Cleanout
- Water Service
- Water Main
- Hydrant

- ### Legend
- Street Names
  - Private Roads
  - Addresses @ 5000
  - County Municipalities
  - Hydrants
  - Valves
    - Fitting: Cross
    - Fitting: Tee
    - Butterfly Valve/Gate Valve
    - Hydrant Valve
    - Main Valve
    - Plug
    - Valve Manhole
  - Curb Stops
  - Water Main Breaks
    - 2015 (3)
    - 2010 - 2014 (28)
    - 2005 - 2009 (26)
    - 2000 - 2004 (34)
    - 1994 - 1999 (18)
  - Water Mains
    - Main
    - Hydrant Lead
    - Service
    - Abandoned
    - Other
  - Manhole
  - Force Main Valve
  - Clean Out Valve
  - Air Release Valve
  - Lift Station
  - Treatment Facility
  - Basement Backups
  - Illegal Connections
  - Gravity Main
  - Force Main
  - Abandoned Gravity Main
  - Abandoned Force Main
  - Seepage Inlet
  - Tax Parcels (Air Photo)
  - Parks
  - Monitoring Wells
  - Alley
  - Right-Of-Way
  - Hydrology
  - ETZ
  - City Limits
  - City Limits Mask
  - Aerial Photo 2015
    - Red: Band\_1
    - Green: Band\_2
    - Blue: Band\_3

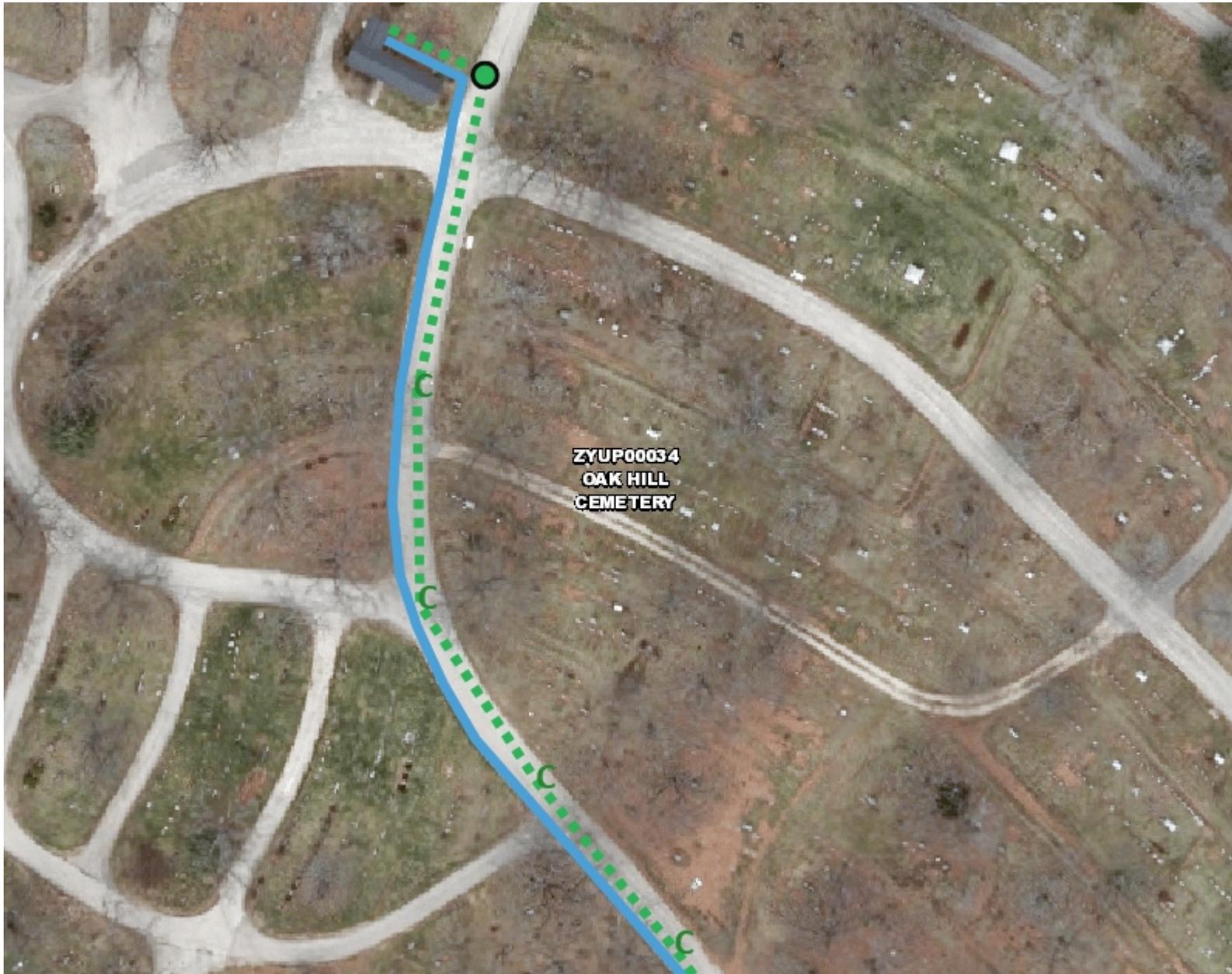
**Potentially abandon this service & tie to new**



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

**Notes**  
10.2.2018



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- Force Main
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- Laterals
  - Lateral - Active

### Notes

0.0 0 0.02 0.0 Miles





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## Notes

0.0 0 0.02 0.0 Miles



**CITY OF LAKE GENEVA  
OAK HILL SEWER AND WATER EXTENSION  
ESTIMATE OF COSTS**

10/18/2018

**ALTERNATE #1 - To Sexton Shed**

Item Number	ITEM DESCRIPTION	Item Unit	Quantity	Unit Price	Total Price
204.0110	Removing Asphaltic Surface	SY	1685	\$10.00	\$ 16,850.00
305.0120	Base Aggregate Dense 1 1/4-Inch	CY	375	\$25.00	\$ 9,375.00
460.1101	HMA Pavement 4 LT 28-58 S, Item also includes tack coat (455.0605).	TON	340	\$110.00	\$ 37,400.00
628.1504	Silt Fence	LF	350	\$2.00	\$ 700.00
628.2004	Erosion Mat Urban Class I, Type B	SY	650	\$4.00	\$ 2,600.00
690.0150	Sawing Asphalt	LF	135	\$3.00	\$ 405.00
SPV.0060.01	Water Valve & Valve Box 8-Inch	EACH	2	\$2,800.00	\$ 5,600.00
SPV.0060.02	Hydrant Assemblies	EACH	2	\$5,000.00	\$ 10,000.00
SPV.0060.03	Tracer Wire Access Box	EACH	2	\$275.00	\$ 550.00
SPV.0060.04	1" Curb stop/box with extension rod and tracer box	EACH	2	\$650.00	\$ 1,300.00
SPV.0060.05	1" Corp Stop	EACH	2	\$300.00	\$ 600.00
SPV.0090.01	C-900 Water Main 8-Inch	LF	540	\$100.00	\$ 54,000.00
SPV.0090.02	2" Water Service, HDPE	LF	580	\$60.00	\$ 34,800.00
SPV.0090.03	Hydrant Lead 6-Inch (Granular Backfill)	LF	30	\$115.00	\$ 3,450.00
SPV.0060.01	Sanitary Sewer Manhole Frame & Cover	EACH	2	\$500.00	\$ 1,000.00
SPV.0090.01	Sanitary Sewer 8-Inch PVC (Granular Backfill)	LF	550	\$110.00	\$ 60,500.00
SPV.0090.02	Sanitary Sewer Service 6" PVC	LF	580	\$75.00	\$ 43,500.00
SPV.0060.06	Sanitary Clean out	EACH	5	\$300.00	\$ 1,500.00
SPV.200.01	Sanitary Sewer Manhole 48-Inch	VF	24	\$350.00	\$ 8,400.00
SPV.0180.01	Restore Disturbed Areas - Includes Topsoil (625.0100), Mulching (627.0200), Fertilizer Type A (629.0205), Seeding Mix No. 40 (630.0140)	SY	650	\$6.50	\$ 4,225.00
	10% Construction Contingency				\$29,675.50
	15% Engineering				\$53,415.90
				<b>Alternate #1</b>	<b>\$379,846.40</b>

**CITY OF LAKE GENEVA  
OAK HILL SEWER AND WATER EXTENSION  
ESTIMATE OF COSTS**

10/18/2018

**ALTERNATE #2 - Continue to Maintenance Sheds**

Item Number	ITEM DESCRIPTION	Item Unit	Quantity	Unit Price	Total Price
204.0110	Removing Asphaltic Surface	SY	2510	\$10.00	\$ 25,100.00
305.0120	Base Aggregate Dense 1 1/4-Inch	CY	560	\$25.00	\$ 14,000.00
460.1101	HMA Pavement 4 LT 28-58 S, Item also includes tack coat (455.0605).	TON	505	\$110.00	\$ 55,550.00
628.1504	Silt Fence	LF	700	\$2.00	\$ 1,400.00
628.2004	Erosion Mat Urban Class I, Type B	SY	950	\$4.00	\$ 3,800.00
690.0150	Sawing Asphalt	LF	235	\$3.00	\$ 705.00
SPV.0060.01	Water Valve & Valve Box 8-Inch	EACH	2	\$2,800.00	\$ 5,600.00
SPV.0060.02	Hydrant Assemblies	EACH	2	\$5,000.00	\$ 10,000.00
SPV.0060.03	Tracer Wire Access Box	EACH	2	\$275.00	\$ 550.00
SPV.0060.04	1" Curb stop/box with extension rod and tracer box	EACH	2	\$650.00	\$ 1,300.00
SPV.0060.05	1" Corp Stop	EACH	2	\$300.00	\$ 600.00
SPV.0090.01	C-900 Water Main 8-Inch	LF	540	\$100.00	\$ 54,000.00
SPV.0090.02	2" Water Service, HDPE	LF	1,100	\$60.00	\$ 66,000.00
SPV.0090.03	Hydrant Lead 6-Inch (Granular Backfill)	LF	30	\$115.00	\$ 3,450.00
SPV.0060.01	Sanitary Sewer Manhole Frame & Cover	EACH	2	\$500.00	\$ 1,000.00
SPV.0090.01	Sanitary Sewer 8-Inch PVC (Granular Backfill)	LF	550	\$110.00	\$ 60,500.00
SPV.0090.02	Sanitary Sewer Service 6" PVC	LF	1010	\$75.00	\$ 75,750.00
SPV.0060.06	Sanitary Clean out	EACH	9	\$300.00	\$ 2,700.00
SPV.200.01	Sanitary Sewer Manhole 48-Inch	VF	24	\$350.00	\$ 8,400.00
SPV.0180.01	Restore Disturbed Areas - Includes Topsoil (625.0100), Mulching (627.0200), Fertilizer Type A (629.0205), Seeding Mix No. 40 (630.0140)	SY	950	\$6.50	\$ 6,175.00
	10% Construction Contingency				\$39,658.00
	15% Engineering				\$59,487.00
				Alternate #2	\$495,725.00

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