

**OAK HILL CEMETERY BOARD MINUTES**  
**WEDNESDAY, SEPTEMBER 19, 2018 – 4:00 PM**  
**LAKE GENEVA CITY HALL, CONFERENCE ROOM 2C**

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

Roll Call

Present: Read, Krohn, Howell, and Allenstein

Absent: Commare

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 May 15, 2018 and August 21, 2018

Motion by Howell to approve, second by Read. No discussion. Motion carried 4-0.

Discussion/Recommendation on software program for Oak Hill Cemetery

Finance Director Hall explained that the software company (WebCemeteries) that performed the first part of the records software work is requesting their payment. She added that the former Administrator did sign off on the work that was completed in January 2018 and that the company just needed to be paid.

Motion by Howell to approve the payment to WebCemeteries, second by Read. Motion carried 4-0.

Discussion/Recommendation regarding replacement of Oak Hill Cemetery Office Furnace

Clerk Kropf noted that the furnace in the Cemetery Office had been failing for some time and needed to be replaced. The Director of Public Works has indicated that it was approximately \$600 for each repair call, where as a replacement would cost approximately \$2,000 with a ten-year warranty.

Motion by Howell to approve and refer to the Finance, License, and Regulation Committee, second by Krohn. Motion carried 4-0.

Update on Cemetery Perpetual Care Fund Investments

Finance Director Hall reviewed the Funds balance and any transactions that had occurred for the year 2018. She noted that there was a change of \$13,000. She added that any interest is transferred to the Cemetery Fund annually. Read noted that he would like to see if any of these funds used to replace headstones. Finance Director Hall stated that she would look into that. No action taken.

Date and Agenda items for next meeting

November 14, 2018 at 4:00 p.m.

Adjournment

Motion by Howell to adjourn the meeting, second by Read. Motion carried 4-0. Meeting adjourned at 4:26 p.m.