

**OAK GROVE CEMETERY  
VILLAGE OF WEBSTER  
February 18, 2016 Minutes**

The Oak Grove Cemetery Board Meeting was held on Thursday, February 18, 2016 at 6:00 p.m. at the Village of Webster Office for the purpose of the Bi-Yearly Regular Meeting.

Present were: Village President, Jeff Roberts; and Members; Mark Foote; Jim Olson; Paula Smith (arrived at 6:10 p.m.) and Secretary-Treasurer, Patrice Bjorklund.

Others present were: Judy Foote

Absent was: Jack Swedberg.

The board looked over the agenda order and Member, Foote asked about the flagpole at the cemetery. This will be discussed later in the meeting.

Minutes from the June 18, 2015 Board Meeting were read. Motion to approve the minutes was made by Member, Foote; seconded by Member, Janssen. Motion carried 4-0.

Treasurer's Report: June 2015 Treasurer's Report was read. Member, Olsen made the motion to approve the Treasurer's Report; seconded by Member, Foote. Motion carried 4-0. Secretary-Treasurer, Bjorklund would like discussion to take place at the June meeting regarding eliminating the Workhorse Cemetery Module. The cost is \$500 yearly to have updates. She thought this was unnecessary. She will put this on the June 2016 agenda per her request for discussion.

Subject: Cemetery Maintenance Worker Discussion took place. Member, Janssen noted that the June 18, 2015 minutes reflected a rate of pay of \$12 per hour for cemetery worker Dan Thill. The actual rate of pay that he is being paid through the village is \$11 per hour Secretary-Treasurer, Bjorklund stated and that is what he is being paid through the cemetery account as well. She felt that since he does work for the village at that rate, the cemetery board should stay in line with what the village is paying. The board agreed and the rate of pay should be reflected in the minutes. At a future meeting, his pay will be discussed again for a possible increase.

Subject: Tree Removal Discussion took place. Village President, Roberts stated all tree removal, cleanup and stump grinding that was requested from the cemetery board has been completed by Moser's Tree Service and there is nothing further to report.

Subject: Perpetual Care Discussion. Secretary-Treasurer, Bjorklund had received inquiries from a family asking whose responsibility it is to resolve various issues at the cemetery. What is perpetual care and how is it defined? She had some experience with her cemeteries that she managed while Clerk-Treasurer for the Town of Lincoln. There were 2 cemeteries there. The bulk of perpetual care was defined as maintenance of the grounds such as mowing and trimming. Also, maintenance of the grounds such as tree, brush and leaf removal. Snow removal is also part of the maintenance under perpetual care. If there are old flowers and memorials, those are removed. Staking for marking the graves before winter is done as well, as is maintenance of fencing. Most of perpetual care falls under maintenance of the grounds. This does not include righting fallen headstones or sinking graves. The board agreed with Bjorklund's definition of perpetual care under the By-Laws as she saw them. In the future, inquiries regarding the definition will be detailed as described.

Subject: Solar Lighting for Flagpole Discussion. Member, Foote wanted it noted that the solar light on the flagpole at the cemetery is not lighting the flag. He noticed it had been removed. Secretary-Treasurer, Bjorklund will inquire about the status of the light with the Village of Webster Public Works Department and report back to the board.

Future Meeting Date: The board wishes to meet on Thursday, June 16, 2016 @ 6:00 p.m. in the Village of Webster Office.

There being no further business, the meeting was adjourned on a motion by Member, Foote; seconded by Village President, Roberts at 6:16 p.m. Motion carried 4-0.

Respectfully Submitted

Patrice Bjorklund

Oak Grove Cemetery  
Secretary-Treasurer, Patrice Bjorklund  
June 18, 2015