



City of
Jonesville

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**CITY OF JONESVILLE
CEMETERY COMMITTEE AGENDA
JULY 8, 2015, 9:00 a.m.
CITY HALL**

- 1. CALL TO ORDER/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE**
- 2. APPROVAL OF AGENDA**
- 3. APPROVAL OF MINUTES**
 - A. May 13, 2015 Meeting
- 4. NEW BUSINESS**
 - A. June Activity Report
 - B. Cemetery Sign Recommendation
 - C. Project Updates
 - i. Property Deed
 - ii. Annex Lots
 - iii. Summer Maintenance
- 5. OTHER BUSINESS**
- 6. PUBLIC COMMENTS**
- 7. ADJOURNMENT – Next meeting date, August 12, 2015 at 9:00 a.m.**

[Information Item]
[Action Item]
[Discussion Item]



To: Jonesville Cemetery Committee
From: Jeffrey M. Gray, City Manager *JMG*
Date: July 2, 2015
Re: Manager Report and Recommendations – July 8, 2015 Committee Meeting

4. A. June Activity Report

[Information]

The June Activity Report will be provided at the meeting.

4. B. Sign Recommendation

[Action]

Funds have been included in the City's 2015-16 Fiscal Year budget that began on July 1st for the placement of entry signs and avenue markers in the Cemetery. I have attached copy of a proposed entry sign for consideration by the committee. One sign would be placed at the US-12/Chicago Street entrance, past the Freedom Memorial and an identical sign at the Oak street entrance.

I would appreciate the Committee's input on the rules that are proposed. I welcome feedback on any additional rules that should be added or any that are shown that appear unnecessary. Sexton George Baker has reviewed the sign design and is comfortable with the proposed language.

In addition, we intend to purchase composite 4x4s with avenue letters engraved in them. The composite material will be durable and weather resistant. One avenue marker will be placed at each avenue along the main drive through the old part of the Cemetery.

Once the Committee has sign copy that it is comfortable with, I would recommend a motion to approve purchase of the signs. *Please refer to the attached sign design.*

4. C. Project Updates

[Discussion]

This agenda item is reserved for discussion of ongoing projects at the Cemetery.

**CITY OF JONESVILLE
CEMETERY COMMITTEE
MINUTES OF May 13, 2015**

A City of Jonesville Cemetery Committee meeting was held on Wednesday, May 13, 2015 at the Jonesville City Hall. Councilman/Cemetery Chairman David Steel called the meeting to order at 9:00 A.M. Cemetery Committee members present were: David Steel, Barbara Smith, Charlie Pfau, Mike Kyser, Les Hutchinson, Kenneth Hodge, and Shea Dow.

Absent: None

Also present: Manager Jeff Gray, Assistant to the Manager Tim McLean, Sexton George Baker and Judy Hale.

Clerk Means led the Pledge of Allegiance and moment of silence.

The agenda was approved with the following change; Move 6. Public Comment to the beginning of the meeting.

A motion was made by Les Hutchinson and seconded by Barbara Smith to approve the April 8, 2015 minutes. All in favor. Motion carried.

Judy Hale of Jonesville addressed the Cemetery Committee with general questions regarding where to go for questions/concerns regarding the cemetery. Ms. Hale was informed that the City Office would be able to help her with any concerns/questions she may have.

The monthly activity report was presented to the committee providing information related to interments, foundations installed, burial rights transfers and disinterments.

The 2015-16 Fiscal Year Budget, along with the Capital Improvement Plan, was presented to the Cemetery Committee.

Cemetery Rules and Regulations, Section VIII: Lot Care, Maintenance and Improvements, #7: All decorations must be removed on or before April 1st each spring and November 1st each fall, was discussed as there are questions and concerns from several individuals who have had their items removed. After brief discussion, it was agreed by the committee that the rule which was put into place will remain as it is. Manager Gray will be requesting quotes from various sign companies for the placement of signs at the cemetery entrances with the rules posted. Signage is the #1 priority with the committee.

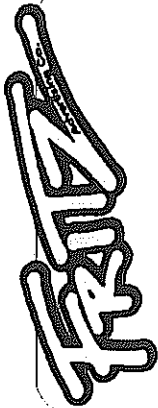
Further discussion ensued regarding the Cemetery Information brochure prepared by Manager Gray, and the water well.

The next meeting scheduled is Wednesday, June 10, 2015 at 9:00 a.m.

The meeting was adjourned at 9:55 a.m.

Submitted by,

Cynthia D. Means
Clerk



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Customer: Tim McLean
 Address: 265 E. Chicago St.
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Phone: 517-849-2104
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Cell:

Email: services@jonesville.org

Date: 6-12-15

Quantity: 2 single sided

Background color: white/grey

Text color: black

Logo color: Green/black/white

File name: S/Sunset View Cemetery-
 sign

\$677.03

Comments:

Above costs includes all labor,
 material and taxes.
 1/2 down, balance due upon
 completion.
 3% will be added if paid with credit
 card.

Final electrical connection by others.
 Permits if needed, are extra.
 Please call with any questions.

NOTE: The colors called out in the rendering
 do not exactly match the print, to see actual
 color samples see your sales representative.

SIGN DESCRIPTION:

To apply printed/laminated vinyl graphics
 to one side of aluminum substrate,
 Customer to pick up and install.

Proof #: 3 Date Created: 6-15-15 Date Edited: 6-23-15 Sales Person: Rhonda Designer: Leslie Estimator: Leslie

SUNSET VIEW CEMETERY - Rules sign

48 in

SUNSET VIEW

- ❖ Cemetery hours: dawn to dusk.
- ❖ Summer decorations must be removed by November 1st.
- ❖ Winter decorations must be removed by April 1st.
- ❖ Containers are allowed if placed on concrete bases in line with the headstone; no glass containers are permitted.
- ❖ The planting of shrubs must be approved by the City.
- ❖ The planting of trees is not allowed.
- ❖ The City may remove or trim any plant, tree or shrub to maintain the use and appearance of the Cemetery.
- ❖ The City may remove items that become deteriorated, a source of litter, or a maintenance problem.
- ❖ No burials allowed without approval.
- ❖ No headstones placed without approval.
- ❖ Surfaces other than earth or sod are not allowed.
- ❖ Pets must be leashed and under control; clean up waste.
- ❖ Speed limit: 10 miles per hour.
- ❖ The City is not responsible for lost or damaged items.

Cemetery Rules and Regulations, records available at:
 City of Jonesville
 265 E. Chicago Street • (517) 849-2104
 www.jonesville.org

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APPROVED BY:

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