

**CITY OF JONESVILLE
CEMETERY COMMITTEE
MINUTES OF DECEMBER 13, 2017**

A City of Jonesville Cemetery Committee meeting was held on Wednesday, December 13, 2017 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, Mike Kyser, Charlie Pfau, Kenneth Hodge, Les Hutchinson, Barbara Smith, and Shea Dow.

Also present: Manager Jeff Gray

Barbara Smith led the Pledge of Allegiance and moment of silence.

The agenda was approved with no changes or additions.

A motion was made by Shea Dow and supported by Barbara Smith to approve the October 11, 2017 minutes. All in favor. Motion carried.

The November 2017 activity report was presented to the Committee by Manager Gray, providing information related to lot sales, interments, foundations installed, burial rights transfers and disinterments to date.

Discussion ensued regarding recruitment for a new Sexton for the cemetery as the current Sexton, George Baker, will be retiring in early 2018. A Request for Proposals has been prepared to solicit bids for the service with bids being due January 5, 2018. A Special Cemetery Committee meeting will be scheduled for Wednesday, January 10, 2018 at 9:00 a.m. at City Hall to consider the bids received and to discuss a recommendation for cemetery services. Revenue and expenditure reports were provided to the committee for the purpose of discussion of the Request for Proposals and options for sexton services.

A motion was made by Charlie Pfau and supported by Ken Hodge to approve the 2018 Meeting Calendar as presented which includes the Special Meeting scheduled for Wednesday, January 10, 2018. All in favor. Motion carried.

The next scheduled Special meeting is Wednesday, January 10, 2018 at 9:00 a.m.

The meeting was adjourned at 9:51 a.m.

Submitted by,

Cynthia D. Means
Clerk