

Sexton Brown called the meeting to order at 5:40 p.m.

The following members were present: Thelma Chandler, Chester Fritch, Jan Hollis, Greg Pauley, Oneda Roberts and Vicki Simmons. Also present: Cemetery Sexton Phyllis Brown

Update on Northeast Section

Sexton Brown gave verbal report on the survey and staking of the Northeast Section of the City Cemetery. This work is being done by Mark W Robertson, of 4 Corners Surveying from Centralia, Missouri. Mr. Robertson has drafted a layout of the Northeast Section for the City and he is also installing PCV cap markers every 40 foot running north and south. This PCV cap markers will be used to keep the grave spaces and monuments in a straight line. Sexton Brown estimates by the end of 2013, the City could possibly start selling grave spaces in the Northeast Section. However, all spaces in the Northwest Section will have to be sold before the Northeast Section is opened up.

Grave Space Cost

Sexton Brown reported the City of Centralia is currently selling grave spaces in the Northwest Section for \$150. There are no other spaces available for sale. The Northeast Section will be opened for sale only after all spaces are sold in the Northwest Section. Sexton Brown reported that City Administrator Lynn Behrns asked City Clerk Heather Lockett to contact other area cites to inquire as to how much they are currently selling their grave spaces for. City Clerk Heather Lockett collected the information and gave it to Sexton Brown. City Administrator Lynn Behrns then asked Sexton Brown to present the information to the Cemetery Board asking for their recommendation. Per the information gathered by City Clerk Heather Lockett from 15 cities, the average cost was \$200. After much discussion, Greg Pauley made a motion to increase grave spaces to \$300.00 only when the Northeast Section is opened for use. Spaces in the Northwest Section will continue to be sold for \$150. Thelma Chandler seconded the motion. Board members voting for: Chandler, Fritch, Pauley, Roberts, and Simmons. Voting against: Board member Hollis.

Grave Opening Proposal

Cemetery Sexton Brown distributed a proposal from Whalen Services LLC for grave openings. The proposal was as follows:

	<u>Current Rates</u>	<u>Proposed Rates</u>
Adult	\$425.00	\$475.00
Oversized	\$425.00	\$525.00
Infant	\$150.00	\$325.00
Cremains	\$175.00	\$275.00

Whalen Services has been conducting the grave openings for the City of Centralia since March 2004. Sexton Brown stated Whalen Services LLC has done an excellent job, they are very knowledgeable with the City's cemetery, and she was well pleased with Scott Whalen and his employees. Whalen's has not requested a price increase since 2008. Whalen's have the proper equipment and personnel to complete the job plus they have had many years of experience of conducting grave openings. Sexton Brown called several area funeral homes inquiring as to whom they use as a grave opener and everyone currently is using Whalen Services LLC and had high recommendations and very please with Scott Whalen's work. Sexton Brown also called Nielsen Funeral Home in Columbia and they are using a vault company from Sweet Springs, Missouri – 89 miles from Centralia. After much discussion, Board Member Greg Pauley made the motion to accept Whalen Services LLC proposal. Board member Chester Fritch seconded the motion. Motion passed unanimously by all members present.

Memorial Day Collection Schedule

Discussion was held concerning staffing for the Memorial Day weekend collections. Staffing will be as follows:

Friday, May 24	1 p.m. to 4 p.m.	to be announced
Saturday, May 25	9 a.m. to 1 p.m.	Vicki Simmons
	1 p.m. to 5 p.m.	Thelma Chandler
Sunday, May 26	9 a.m. to 1 p.m.	Phyllis Brown
	1 p.m. to 5 p.m.	Oneda Roberts
Monday, May 27	9 a.m. to 1 p.m.	Jan Hollis
	1 p.m. to 5 p.m.	Greg Pauley

Sexton Brown will call a couple other volunteers to see if they could fill the slot for Friday, May 24th at 1 – 4 p.m. Reminders will be mailed out to all Board Members.

The first shift to work on Friday afternoon will come to the City Hall to pick up the required materials. At the end of the shift, all the materials will be returned to the Police Department so the first person on the shift for the next day, can pick it up from the Police Department. Each volunteer will drop their collection envelope in the night depository at City Hall at the end their shift.

As May Arise:

None.

Adjourn

Meeting was adjourned at 6:55 p.m.

Submitted by:



Phyllis Brown
Cemetery Sexton