

MINUTES OF THE EVERGREEN MEMORIAL CEMETERY  
BOARD OF TRUSTEES MEETING  
September 12, 2022

The Board of Trustees for the Evergreen Memorial Cemetery met in the cemetery office located at 302 E. Miller St., at 6:00pm.

Trustee Gibson directed the Cemetery Manager to call the roll and the following members of the Board answered present:

Trustees: Joseph Gibson, President, Garrett Thalgott, Vice President and Brad Williams, Secretary/Treasurer.

Staff: Misty Porter, Cemetery Manager and Kyle Durlinger, Ground Supervisor.

Opening of sealed proposals for RFP 2022-01 New Track Loader.

3 Bids were presented as follows:

AHW John Deere Track Loader - \$58,814.33

Birkey's Case Track Loader - \$67,750

Bobcat of Peoria Bobcat Track Loader - \$61,082.82

“Consent Agenda:

- A. Approval of Minutes of the August 8, 2022, Board Meeting as submitted by Staff.  
(Recommend that the Minutes of the August 8, 2022, meeting be approved as presented.)
- B. Approval of Anticipated Expenditures as presented for the month September 2022.  
(Recommend that the Anticipated Expenditures be approved as presented.)

Motion by Trustee Williams, seconded by Trustee Thalgott to approve the Consent Agenda as presented.

Trustee Gibson directed the Cemetery Manager to call the roll which resulted in the following:

Ayes: Trustees Gibson, Thalgott, and Williams.

Nays: None.

Motion carried.

Approval by Board of Monthly Cemetery Audit for August 2022.

Motion by Trustee Williams, seconded by Trustee Thalgott to approve the Monthly Cemetery Audit for August 2022 as presented and forward on to Township Board for action and approval at their September 26, 2022, meeting.

Trustee Gibson directed the Cemetery Manager to call the roll which resulted in the following:

Ayes: Trustees Gibson, Thalgott, and Williams.

Nays: None.

Motion carried.

Approval by Board to transfer \$150,000.00 from Reserve Account (7782) to Business Checking Account (7774).

Motion by Trustee Thalgott, seconded by Trustee Williams to approve a transfer of \$150,000.00 from Reserve Account (7782) to Business Checking Account (7774).

Trustee Gibson directed the Cemetery Manager to call the roll which resulted in the following:

Ayes: Trustees Gibson, Thalgott, and Williams.

Nays: None.

Motion carried.

Approval by Board to accept Annual Financial Report for the Fiscal Year Ended March 31, 2022, as presented by Richard W. Phillips, CPA and placed on file with the State Comptroller's office and County Clerk.

Motion by Trustee Williams, seconded by Trustee Thalgott to approve the Annual Financial Report for the Fiscal Year Ended March 31, 2022, as presented by Richard W. Phillips, CPA.

Trustee Gibson directed the Cemetery Manager to call the roll which resulted in the following:

Ayes: Trustees Gibson, Thalgott, and Williams.

Nays: None.

Motion carried.

2022 Year to Date Burials: Evergreen Memorial Cemetery - 53  
East Lawn Memorial Gardens Cemetery - 83  
Park Hill Cemetery - 58  
Evergreen Memorial Pet Cemetery - 1

Discussion and approval of accepting proposal for RFP 2022-01.

Discussion took place: Trustee Gibson went back over the pricing of each bid. Kyle stated that all the bids meet the specifications that were given as well as meets the needs of the cemetery use for the equipment. Trustee Williams said that John Deere is the lowest bidder. Trustee Thalgott said that since all bids meet the requirements the bid should be awarded to the lowest bidder.

Motion by Trustee Thalgott, seconded by Trustee Williams to approve accepting proposal from AHW for RFP 2022-01 (New Track Loader) at 6:40 P.M.

Trustee Gibson directed the Cemetery Manager to call the roll which resulted in the following:

Ayes: Trustees Gibson, Thalgott, and Williams.

Nays: None.

Motion carried.

Comments: Trustee Gibson asked when Trustee term limits were. Misty said Trustee Gibson is March 31, 2023, Trustee Thalgott is March 31, 2027, Trustee Williams is March 31, 2025. The cemetery manager said that cemetery walk tickets are now available and that the cemetery walk will be on September 24 & 25 and October 1 & 2. Misty also said that there is Military Honor ceremony on September 17<sup>th</sup> at 10:00 A.M. The event is to honor Joseph A. Kimball a Medal of Honor recipient from the Civil War whose honors were accidentally given to another veteran with his same name.

Public Comments: No one came forward to address the Board.

Motion by Trustee Williams, seconded by Trustee Thalgott to adjourn. Time: 6:50 P.M.

Trustee Gibson directed the Cemetery Manager to call the roll which resulted in the following:

Ayes: Trustees Gibson, Thalgott, and Williams.

Nays: None.

Motion carried.

Respectfully submitted,

Joseph Gibson, President

Garrett Thalgott, Vice President

Brad Williams, Secretary/Treasurer

Passed and approved this 10<sup>th</sup> day of October 2022.

Attest: \_\_\_\_\_ President

\_\_\_\_\_ Vice President

\_\_\_\_\_ Secretary/Treasurer

MDP