

MINUTES OF THE EVERGREEN MEMORIAL CEMETERY
BOARD OF TRUSTEES MEETING
June 12, 2023

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

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, Kyle Durflinger, Ground Supervisor.

Opening of sealed proposals for Request for Proposal (RFP) 2023-01 (4 Columbarium Units) 6:02pm

1 Bid was presented as follows:

Pontiac Granite Company 4 - 48-unit columbariums - \$199,650

“Consent Agenda”:

- A. Approval of Minutes of the May 08, 2023, Board Meeting as submitted by Staff. (Recommend that the Minutes of the May 08, 2023, Meeting be approved as presented.)
- B. Approval of Anticipated Expenditures as presented for the month June 2023. (Recommend that the Anticipated Expenditures be approved as presented.)

Motion by Trustee Thalgott, seconded by Trustee Williams 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 May 2023.

Motion by Trustee Thalgott, seconded by Trustee Williams to approve the Monthly Cemetery Audit for May 2023 as presented and forward on to Township Board for action and approval at their June 26, 2023, 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 Williams, seconded by Trustee Thalgott 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.

Discussion and approval of accepting proposal for RFP 2023-01.

Discussion took place: Misty read through the proposal again. All Trustees looked over the provided blueprints for the new units. Misty stated that the units will come with a full perpetual care warranty. All Trustees read through the warranty provided with the proposal. Kyle stated the units will match the exterior of the existing units at the mausoleum with the interior being aluminum which provides a much more professional appearance during funeral services.

Motion by Trustee Thalgott, seconded by Trustee Williams to approve accepting proposal from Pontiac Granite Company for RFP 2023-01 (Purchase of 4 new 48 Unit Columbarium) at 6:30 P.M.

Ayes: Trustee Thalgott and Trustee Gibson.

Nays: None.

Motion carried.

2023 Year to Date Burials: Evergreen Memorial Cemetery - 26
East Lawn Memorial Gardens Cemetery - 38
Park Hill Cemetery - 22
Evergreen Memorial Pet Cemetery - 0

Comments: Trustees Gibson said that the Haggard ceremony was very nice and well put together
Trustee Thalgott agreed. Kyle stated there were 60-70 attendees. Trustee Gibson said the
Memorial Day ceremony was also very nice and well attended. Kyle said the Probasco enclosure
is completed and looks great and that the front entry way pillars are almost completed.

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

Motion by Trustee Williams, seconded by Trustee Thalgott to adjourn. Time: 6:36 P.M.

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

Ayes: Trustee 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 10th day of July 2023.

Attest: _____ President

_____ Vice President

_____ Secretary/Treasurer

MDP