

MINUTES OF THE EVERGREEN MEMORIAL CEMETERY  
BOARD OF TRUSTEES MEETING  
April 08, 2024

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

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

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

Trustees Not Present: Garrett Thalgott, Vice President.

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

Opening of sealed proposals for Roadwork Request for Proposal (RFP) 2024-02

3 Bids were presented as follows:

H.J. Eppel & Co. INC.: \$94,797.00

McLean County Asphalt: \$69,972.55

Hoerr's Blacktop & Sealcoating: \$128,720.00

“Consent Agenda:

- A. Approval of Minutes of the March 11, 2024, Board Meeting as submitted by Staff.  
(Recommend that the Minutes of the March 11, 2024, Meeting be approved as presented.)
- B. Approval of Anticipated Expenditures as presented for the month April 2024.  
(Recommend that the Anticipated Expenditures be approved as presented.)

Motion by Trustee Gibson, 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 and Williams.

Nays: None.

Motion carried.

Approval by Board of Monthly Cemetery Audit for March 2024.

Motion by Trustee Gibson, seconded by Trustee Williams to approve the Monthly Cemetery Audit for March 2024 as presented and forward on to the Township Board for action and approval at their April 22, 2024, meeting.

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

Ayes: Trustees Gibson and Williams.

Nays: None.

Motion carried.

Approval by Board to transfer \$200,000.00 from Reserve Account (7782) to Business Checking Account (7774).

Motion by Trustee Gibson, seconded by Trustee Williams to approve a transfer of \$200,000.00 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 and Williams.

Nays: None.

Motion carried.

Discussion and approval of accepting proposal for Roadwork RFP 2024-02.

Discussion took place: Trustee Gibson asked what was budgeted for this project. Cemetery Manager stated that the budget was approved for \$70,000.00. Trustee Gibson asked if all bidders seen the same areas. Kyle said yes, all bidders were shown the same 5 areas. Trustee Williams suggests the lowest bid be accepted.

Motion by Trustee Gibson, seconded by Trustee Williams to approve accepting proposal from McLean County Asphalt Company INC. for Roadwork RFP 2024-02.

Ayes: Trustees Gibson and Williams.

Nays: None.

Motion carried.

2024 Year to Date Burials:   Evergreen Memorial Cemetery - 18  
  East Lawn Memorial Gardens Cemetery - 15  
  Park Hill Cemetery - 9  
  Evergreen Memorial Pet Cemetery - 0

Comments: Misty said that the ground crew has begun mowing. Cemetery Manager also announced the Annual Town meeting will be held on April 9, 2024, at 6PM at the Government Center.

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

Motion by Trustee Gibson, seconded by Trustee Williams to adjourn. Time: 6:35 PM

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

Ayes: Trustees Gibson and Williams.

Nays: None.

Motion carried.

Respectfully submitted,

Joseph Gibson, President

Garrett Thalgott, Vice President

Brad Williams, Secretary/Treasurer

Passed and approved this 13th day of May 2024.

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

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

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

MDP