



## CITY OF ALVA

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May 16, 2018

The Cemetery Board met in the City Council Chambers at 8:02 am on May 16, 2018 for a Special meeting.

Those present were Member Len Reed, Member Arden Chaffee, and Member Lynda Martin.

Chairman Arden Chaffee brought the meeting to order. Roll was called and a quorum was determined.

Discussion and recommendation on FY 2018-2019 Annual Budget to the City Council. City Business Manager Dunham reviewed the proposed budget. Member Chaffee inquired if the proposed budget included the temporary mowing staff. Mr. Dunham reported this included 1,500 - 1,600 hours of part-time help. Thereupon it was motioned by Member Reed and seconded by Member Martin to recommend the proposed FY 2018-2019 Annual Budget to the City Council. The roll was called with the following results. Ayes: Reed, Martin, Chaffee. Nays: None. Absent: None. The motion was declared carried.

Discussion and action to approve Cemetery Policies. City Business Manager Dunham informed the Board these policies were inclusive of all the current Cemetery Policies as well as the newly added policies. Member Chaffee reported a typo on page 7, item 5 in need of correction. Member Martin inquired if the wording on page 5, item 5 regarding removal of trees or shrubs could be changed to be more specific. Mrs. Martin would like to see the wording include 'dead' before "inconvenient or dangerous to persons using other parts of said Cemetery...". Fire Chief Trekell informed the Board he would like to see the wording regarding no opening burning in the Cemetery changed to 'no open burning in the improved area of the Cemetery' in order to allow for the City of Alva and the Alva Fire Department to perform a controlled burn in the unimproved area of the Cemetery as necessary without Board approval. Member Chaffee did not want the wording to be changed. Thereupon it was motioned to approve the Cemetery Policies including the typo correction and the wording changes regarding memorial tree/shrub replacement. The roll was called with the following results. Ayes: Reed, Martin, Chaffee. Nays: None. Absent: None. The motion was declared carried.

Discussion and action to allow Alva Fire Department to instigate a control burn of Cemetery property. Fire Chief Trekell reported the burn would not take place until the Burn Ban for Woods County had been lifted and conditions were appropriate for burning. Member Reed inquired if the burn would be completed before Memorial Day. Chief Trekell informed the Board that was not planned at this time. Thereupon it was motioned by Member Martin and seconded by Member Reed to allow a burning of the unimproved areas at a time the Fire Chief and Sexton deem appropriate before the 4<sup>th</sup> of July. The roll was called with the following results. Ayes: Martin, Reed, Chaffee. Nays: None. Absent: None. The motion was declared carried.

There being no further business, the meeting adjourned at 8:47 am.

Angelica Brady, Secretary of the Board