

CITY OF HIGHLAND
CEMETERY BOARD OF MANAGERS
Minutes– 4:00 pm Wed, October 23, 2019

The meeting of the Cemetery Board of Managers was called to order at 4:00 P.M. on Wednesday October 23, 2019 at the City of Highland City Hall conference room in Highland, Illinois by Stephen Thiems.

PRESENT: Dennis Rinderer (Secretary), Brad Koehnemann (Cemetery Supervisor), Kelly Korte (Director of Finance), Mark Latham (City Manager), Lana Hediger (Deputy City Clerk), Stephen Thiems (President), and Cliff Couch (Treasurer)

A) The Minutes of the April 24, 2019 meeting were reviewed and approved with a motion by Cliff that was seconded by Dennis. Motion carried. There were no minutes for the meeting held on July 24, 2019 to approve.

B) Review Finances: The List of Investments as of September 30, 2019 was distributed. The finance report was accepted by all members in attendance. It was noted that the CD at FCB Bank was rolled to a new CD at FCB that will mature February 27, 2024.

C) Unfinished Business:

Cemetery Update –Brad reported on burials for 2019 YTD (40). It was reported that Donna Werle was contacted in regards to planting a tree and she also showed a bush that she had planted that has died. Brad will be coordinating removal of the bush with her. Brad and his staff have been pruning trees and have also completed work on numerous headstones.

Software Update for Cemetery Records – It was reported that the records are hoped to be modified soon in order to be able to convert to the new system.

Future Road Improvements- A motion was made by Cliff and seconded by Dennis to enter into an engineering contract for cemetery entrance improvements. It was also requested by Brad to fill in the old road to the Raeber property with dirt. A decision was not made at this meeting for this request.

Repayment of Borrowed Funds from City Reserves- A motion was made by Cliff and seconded by Dennis to repay \$7,500 back of these borrowed funds.

D) New Business:

Set 2020 Board Meeting Dates- A motion was made by Dennis and seconded by Cliff to set the meeting dates for 2020 as follows: January 22, April 22, July 22, and October 22.

E) Next Meeting: Next Meeting Date – January 22, 2020 at 4 pm at City Hall, Highland, Illinois.

F) Adjournment: Meeting was adjourned at 4:42 pm following a motion by Dennis that was seconded by Cliff.

Respectfully submitted
Dennis Rinderer, Secretary