

MINUTES
EAGAR CEMETERY COMMITTEE MEETING
January 31, 2011
8:00 a.m.

Eagar Cemetery Committee Chairwoman Becky Pacey welcomed those present and called meeting to order at 8:10 a.m. At roll call all members present, except for Norma Coddington who is absent, introduced themselves.

PRESENT: Becky Pacey, Chairwoman
 Kim Holaway, Mayor
 Tim Rasmussen, Councilor
 Linda Eagar
 Becky Crosby
 Deanne Pyper
 Elwin Browning, Public Works Director
 Marion Wiltbank, Assistant Town Clerk

NEW MEMBERS: Bryce Burnham
 Lou Carnright, Public Works Assistant Office Clerk

GUEST: Bill Greenwood, Town Manager
 Eva Wilson, Town Clerk

ABSENT: Norma Coddington

ITEM #3: CONSENT AGENDA:

A. MINUTES OF JANUARY 31, 2011

Mayor Kim Holaway moved to approve the minutes of January 10, 2011.
Seconded by Linda Eagar and all were in favor (vote 10-0).

ITEM #4: OLD BUSINESS:

A. DISCUSSION AND CONSIDERATION OF FEES FOR DOUBLE STACKING OF GRAVES

It was decided to put under Reservation Prices that the “Double Depth grave are available in unoccupied single plots. A concrete double depth lawn crypt (outer container) is required for double depth graves. The containers are purchased through any mortuary or the Town of Eagar. The price of the Town of Eagar Double Depth Lawn Crypt is \$700.00”.

The price for Opening and Closing of Double Depth Grave (upper level) was set at \$250.00.
The price for Opening and Closing of Double Depth Grave (lower level) was set at \$500.00.

The price for Disinterment Fees of a companion upper level \$400.00; Companion Grave – Lower Level (if upper unoccupied) \$400.00; Companion Grave-Lower Level (if upper occupied) \$800.00.

Cemetery Committee will review cemetery fees every two years and if needed change them by Resolution that will go to the Town Council for vote. The Cemetery Fee list will be changed and brought back to the Cemetery Committee at next meeting.

B. DISCUSSION AND CONSIDERATION OF SIZE OF HEADSTONES TO BE ALLOWED IN THE SPRUCE AND MAPLE SECTION OF THE CEMETERY

Elwin said that the size of the new Maple section plots were 5 feet x 11 feet. The hole that is dug for the grave is 40 inches x 8 feet, so there will be natural soil between graves. There would be 616 grave plots in the new Maple section.

Mayor Kim Holaway moved that Headstones for single and double depth graves in the Maple section of the Town of Eagar Cemetery must be flat and level with the ground, are limited to 36 inches in length and 16 inches in width and must be placed within the purchased plot boundaries and headstones for double (side-by-side) graves in the Maple section of the Town of Eagar Cemetery must be flat and level with the ground, are limited to 48 inches in length and 16 inches in width and must be placed within the purchased plot boundaries. Seconded by Lou Carnright and all were in favor (vote 10-0).

Mayor Kim Holaway moved that Headstones for single graves and double depth graves in the Spruce section of the Town of Eagar Cemetery are limited to 16 inches in height above ground, 36 inches in length, and 16 inches in width and must be placed within the purchased plot boundaries and headstones for double (side-by-side) graves in the Spruce section of the Town of Eagar Cemetery are limited to 16 inches in height above the ground, 48 inches in length, and 16 inches in width and must be placed within the purchased plot boundaries. Seconded by Becky Crosby and all were in favor (vote 10-0).

ITEM #5: NEW BUSINESS:

A. DISCUSSION AND CONSIDERATION OF IDEAS FOR THE CEMETERY

Bryce Burnham suggested ways to make the Maple section of the cemetery headstones look more exact/even in rows; that the foundation for headstones be level with the ground; on the flat headstones have a 2-inch border around them, so the lawn mower could run on the border; and the town set the headstones in the cemetery. The headstones would be delivered to the town. Include the foundation/setting fee for the headstones in with the opening/closing fees. Elwin Browning will work up a price list for setting headstones. Headstone setting fees will be on the next agenda with the cemetery fee list. Other suggestions were:

Excavate out a section say 4 rows, in the Maple section to place double depth lawn crypts and then cover them up and they are ready when needed. Bill Greenwood said to reserve a section for only double depth plots.

Maintenance wise to use burial vaults – easier to maintain landscape, don't have to fill in collapsed graves all the time and it would save the town on labor.

Have a purchase agreement for people buying plots to sign, stating the rules - for headstones, crypts / vaults, etc. Bill Greenwood said Marion Wiltbank will do a draft of a purchase agreement for next meeting and we can post it on directory and on the town website.

B. DISCUSSION AND CONSIDERATION OF THE CEMETERY BUDGET

Councilor Tim Rasmussen said that finishing the Maple section is our top priority for this years budget and next years. In talking with the Finance Administrator Katie Wood and Town Manager Bill Greenwood it was decided that the cemetery budget should have 2 line items – labor and materials. Materials need to be placed into the cemetery line item and labor in the general fund. Start thinking now about what else we need to maintain the other sections of the cemetery. Marion Wiltbank asked if the double depth lawn crypts would come out of the cemetery, public works or general fund budgets? Bill Greenwood said that this year the cemetery committee needs to say this year we need this amount to finish the Maple section sprinkler system and maybe a \$1,000 more to place a bench or tree if the sprinkler system doesn't go over \$10,000. Linda Eagar said we should get a vision of where we want benches and trees in the cemetery. Bill Greenwood said when a section in Spruce is filled you can decide where a bench or tree could go. Next meeting Elwin Browning will have the cost of the sprinkler system for the Maple section.

Councilor Tim Rasmussen said for the \$500 in the cemetery budget that we have this year we can buy the signs and posts for the cemetery section names. Tami Castillo, the Office Manager at Public Works quoted him the price of \$14.00 a sign and with shipping it would be more. Checked with J & J Signs in Springerville and they are \$14 a sign. Elwin Browning said the wind would twist the sign if it were not on a regular street post that is sturdy. Public Works has the regular street posts in stock that the cemetery could use. J & J Signs will make two signs for each section. They can get any color of sign or trees to put on them. Councilor Tim Rasmussen will get prices, colors and bring back next meeting. Mayor Kim Holaway suggested having J & J Signs print out paper copies in different colors and fonts.

C. DISCUSSION AND CONSIDERATION OF REQUIRING VAULTS IN SINGLE GRAVES

Elwin Browning said the town should have something controlling the quality of the vaults. Bryce Burnham said that the ones he uses are made of reinforced concrete or poly fiberglass domes with base.

Mayor Kim Holaway moved that all single casketed burials, excluding infant burials, must include a vault of reinforced concrete or a domed and base outer burial container in all sections of the cemetery. Bryce Burnham called the vote a conflict of interest for him and did not vote. Seconded by Becky Pacey and all were in favor (vote 9-0).

D. DISCUSSION AND CONSIDERATION IN AMENDING TITLE 13, CHAPTER 13.60 CEMETERY, WITH ORDINANCE 2011-01

Marion Wiltbank will make the suggested changes and bring back next meeting.

E. DISCUSSION AND CONSIDERATION OF RESOLUTION 2001-05 AMENDING CEMETERY FEES FOR COMPANION GRAVES AND OTHER REVISIONS IN CEMETERY FEES

Marion Wiltbank will make the suggested changes and bring back next meeting.

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ITEM #6: ADJOURNMENT:

Becky Pacey moved to adjourn the meeting at 10:20 a.m. Seconded by Councilor Tim Rasmussen and all were in favor (vote 10-0).

Chairwoman Becky Pacey