

**CITY OF MENOMINEE, MICHIGAN
CEMETERY BOARD OF TRUSTEES
AGENDA FOR JULY 11, 2023 at 11:00 a.m.
COUNCIL CHAMBERS**

A) CALL THE MEETING TO ORDER.

B) ROLL CALL.

- | | |
|-------------------------------------|---------------------------------------|
| ☐ B. Botbyl | ☐ R. Greenwood |
| ☐ D. Bastien | ☐ J. Raygo |
| ☐ K. Brofka | |

C) APPROVAL OF MEETING AGENDA.

D) MINUTES OF PREVIOUS MEETINGS:

- 1) Regular meeting of May 9, 2023.

E) PUBLIC COMMENT:

- 1) Maximum 15-minute public comment session. Statements, not debate, limited to three minutes per person on agenda items only.

F) BUSINESS ITEMS:

- 1) Carol Arsineau and Jim Scaritski requesting to have their cremains above ground.
- 2) 48-inch Niche Columbaria.
- 3) May and June bills.
- 4) Year to date financials.

G) DEPARTMENT REPORT(S).

H) ADJOURN.

Requests from individuals with disabilities who need special accommodations to participate in this meeting or hearing should be made to the City Clerk's Office at 1-906-863-2656 with as much advanced notice prior to the meeting as possible.

The City of Menominee is an Equal Opportunity Provider and Employer



**CEMETERY BOARD OF TRUSTEES
MAY 9, 2023**

A meeting of the Cemetery Board of Trustees was held Tuesday, May 9, 2023 at 11:00 a.m. in the Municipal Complex Council Chambers.

PRESENT: Brett Botbyl, Dick Bastien, Jane Raygo, Rachel Greenwood, and Kathy Brofka

ABSENT:

ALSO PRESENT: Sandra Bayerl

Agenda.

A motion was made by Member Bastien and seconded by Member Greenwood to approve the agenda for the meeting. This motion was carried unanimously.

Minutes.

A motion was made by Member Greenwood and seconded by Member Raygo to approve the minutes of the March 14, 2023 meeting as presented. This motion was carried unanimously.

Public Comment.

With no one being heard, a motion was made by Member Bastien and seconded by Member Greenwood to close public comment. This motion was carried unanimously.

Bills.

A motion was made by Member Bastien and seconded by Member Greenwood to approve payment of the March bills in the amount of \$13,236.03 and April bills in the amount of \$12,720.45. This motion was carried unanimously.

Financials for Month Ending April 30th.

The financials were discussed.

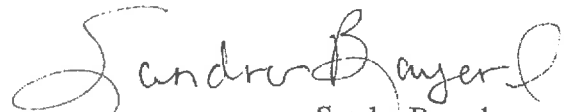
An update on the Cemetery Road Project was given.

Department Report.

The report was received.

Adjourn.

A motion was made by Member Greenwood and seconded by Member Bastien to adjourn the meeting. This motion was carried unanimously.


Sandra Bayerl

Sandra Bayerl

From: Public Works
Sent: Thursday, June 1, 2023 11:43 AM
To: Sandra Bayerl
Subject: May 23 Activity Report
Attachments: May 23 Activity Report.docx

Hi Sandy,

Please add this to the cemetery board meeting packet please.

Also, could you please put on the agenda to discuss... 2 people Carol Arsineau and Jim Scaritski requesting to have their cremains place above ground, Neither can make it to meetings on Tuesday at 11.

Thank-you

Michelle Salter

City of Menominee
Department of Public Works/ Riverside Cemetery Secretary
(906) 864-6837

Dear Michelle,

I have a quote to share with you on a 48 niche columbaria in a Rustic mahogany color.

You would be responsible for a concrete slab suggested at 4" thick. The unit footprint is roughly 8'x4', aprox. Weight 11,000#. Units come fully assembled so they would require outdoor installation and accessibility by a crane for off loading.

COST ESTIMATE

\$489.58

PER NICHE

x 48 =\$23,500.00 installed not including concrete pad.

I cannot guarantee any pricing until an order is placed due to the fluid cost at this time in our economy.

This unit is all granite vs some that have a concrete interior. It's manufactured in Canada and not imported from China or India. Units come with 1 spare niche door and rosettes for securing the doors to the unit.

Remember the simplicity when selling a cremation niche...no digging, no plotting, no foundations; a fraction of the labor to complete the "burial".

I'm always available to answer questions.

Sincerely ,

Todd Schloegel, Owner

mgcgranite.Todd@Gmail.com

MenomineeGranite.com

906-863-5821

Proposed 48 unit rustic mahogany columbaria



Interior niche size 12.5"x12.5"x14" deep (normally fits 2 urns)



Example of 2 units MGC installed into Peshtigo Cemetery



Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank CEM CEMETERY FUND						
05/10/2023	CEM	5334	W1003	WISCONSIN PUBLIC SERVICE CORP.	GAS/ELECTRIC SERVICE	213.13
05/16/2023	CEM	5335	B1322	BP HOPE MEMORIAL FOUNDATION	DECORATE 29 SITES, 2 ERNS, 4 SADDLES	699.00
05/16/2023	CEM	5336	A1130	AT & T	PHONE SERVICE - MAY 2023	259.43
05/18/2023	CEM	5337	B1016	BARLEY TRUCKING & EXCAVATING, INC.	CEMETERY ROAD	94,740.96
05/23/2023	CEM	5338	C1006	COLEMAN ENGINEERING CO.	CEMETERY ACCESS ROAD DESIGN	5,944.50
05/26/2023	CEM	5339	C1326	COUNTRY VISIONS CO-OP	LP GAS BULK 6% CHURCH	774.71
05/31/2023	CEM	5341	A1070	AUTO PRO'S SERVICE CENTER	REPAIR FORD F350	172.03
05/31/2023	CEM	5342	B1244	BELLIN HEALTH, INC	DRUG SCREEN/JASENOVSKY	58.50
05/31/2023	CEM	5343	C1036	CITY OF MENOMINEE	GAS BILLING - APRIL 2023	94.55
05/31/2023	CEM	5344	C1036	CITY OF MENOMINEE	PAYROLL & FRINGES - APRIL 2023	7,772.71
05/31/2023	CEM	5345	C1036	CITY OF MENOMINEE	PAYROLL & FRINGES - MAY 2023	11,384.95
05/31/2023	CEM	5346	C1036	CITY OF MENOMINEE	GEL-TRASH REMOVAL - 5/2023	297.41
05/31/2023	CEM	5347	C1078	CULLIGAN	RENTAL/BOTTLE WATER/CUST #041251	204.60
05/31/2023	CEM	5348	L1174	LENA SOD FARM	2 PALLETS OF SOD	295.00
05/31/2023	CEM	5349	M1189	MENARDS - MARINETTE	SUPPLIES	18.82
05/31/2023	CEM	5350	M1079	MENOMINEE IND. SUPPLY LLC	SUPPLIES	132.66
05/31/2023	CEM	5351	R1046	R T ELECTRIC	REPAIR UNDERGROUND SPRINKLER WIRES	1,567.13
05/31/2023	CEM	5352	R1004	REINDERS INC.	V-BELT (4)	212.29
05/31/2023	CEM	5353	S1316	STATELINE APPAREL	JASENOVSKY - JEANS (2)/SHIRTS (3)	541.89

CEM TOTALS:

Total of 19 Disbursements:

125,384.27

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank CEM CEMETERY FUND						
06/06/2023	CEM	5340	W1003	WISCONSIN PUBLIC SERVICE CORP.	GAS/ELECTRIC SERVICE	260.81
06/14/2023	CEM	5354	C1326	COUNTRY VISIONS CO-OP	UNLEADED & DIESEL	482.29
06/29/2023	CEM	5355	A1130	AT & T	PHONE SERVICE - JUNE 2023	259.43
06/30/2023	CEM	5356	A1303	ADVANCE STORES COMPANY, INC	BATTERY	170.91
06/30/2023	CEM	5357	A1070	AUTO PRO'S SERVICE CENTER	REPAIR 1981 FORD F350	245.05
06/30/2023	CEM	5358	B1302	CAPITAL ONE TRADE CENTER	SUPPLIES	1,854.63
06/30/2023	CEM	5359	C1083	CLEAN-KILL PEST CONTROL, INC	PEST CONTROL	120.00
06/30/2023	CEM	5360	C1326	COUNTRY VISIONS CO-OP	CORRECTED FED GAS TAX EXEMPT	423.27
06/30/2023	CEM	5361	I1081	IMAGE WORKS CUSTOM APPAREL	SAFETY SHIRTS	337.50
06/30/2023	CEM	5362	M1189	MENARDS - MARINETTE	SUPPLIES	76.94
06/30/2023	CEM	5363	M1015	MILLER'S ACTION OFFICE SUPPLY, INC	SUPPLIES	198.92
06/30/2023	CEM	5364	R1004	REINDERS INC.	GEARBOX	866.00
06/30/2023	CEM	5365	S1340	SUPERIOR CHEMICAL CORP.	GREASE	353.08
06/30/2023	CEM	5366	W1001	WALTER BROTHERS INC.	SUPPLIES	40.48
06/30/2023	CEM	5367	W1004	WATER & WASTEWATER UTILITY BD.	WATER & SEWER BILLING - 6/30/2023	277.66
06/30/2023	CEM	5368	W1003	WISCONSIN PUBLIC SERVICE CORP.	GAS/ELECTRIC SERVICE	573.25

CEM TOTALS:

Total of 16 Disbursements:

6,540.22

May 2023 CEMETERY ACTIVITY REPORT

15 Burials

5 PREPAID Cremation Burials

1 PREPAID Vault Burial

Resident Cremation Burials... 5 @ 350 each.....	\$ 1,750.00
Non- Resident Cremation Burials... 1 @ 700 each.....	\$ 700.00
Resident Vault Burials-2 @ 750 each.....	\$ 1,500.00
Non-Resident Vault Burials 1 @ 1,500.....	\$ 1,500.00

MISC:

Prepaid non-resident cremation burials2 @ 700 each..... \$ 1,400.00

Foundation setting..... \$ 662.40

1 LOT SOLD

Resident double lot..... 1@ 1,100.00..... \$ 1,100.00

TOTAL REVENUE MAY 2023..... \$8,612.40