

September 21, 2015

The quarterly meeting of the Seward Cemetery Board was held at 7:00 p.m. on Monday, September 21, 2015 at the Seward Civic Center, 616 Bradford Street, Seward, Nebraska. Members present were: Roger Glawatz, Claudia Horton, Greg Zabka, Pat Payne; Absent: Kenneth Meyer, Rick Endicott. Also present were: Public Properties Caretakers II Matthew French, Councilmember Richard Hans.

Notice of the meeting was given by posting in the following places: City Hall, Seward Memorial Library, and Seward County Courthouse. All proceedings are recorded in the minutes and the meeting is open to the public. Chairperson Meyer reported that a copy of the Open Meetings Act is at the Civic Center and all other public places mentioned above for public inspection.

Chairman Glawatz announced that a copy of the Agenda for this meeting is posted at City Hall, Seward Memorial Library, Seward County Courthouse and at the Seward Civic Center. A copy of the Open Meetings Act is posted at these locations for public inspection.

1. DISCUSSION/ACTION WITH CITY STAFF

a. 2015-2016 Cemetery Budget

Rock and a snowplow for a dump truck have been approved.

b. Columbia Avenue Building Lot Sales Update

Lot No. 3 of the six building lots for sale on North Columbia Avenue has been sold for \$36,000. No date is known for building on that lot. A "SOLD" sign should be placed on that lot. Signs for Lots 2 and 6 are missing.

c. Other Updates from Staff & Questions from Board Members

After monuments are placed, an excess soil removal policy exists for monument companies.

2. CEMETERY PRICING (SPACES, SATURDAY/HOLIDAY FUNERALS, PERPETUAL CARE FEE ADJUSTEMENTS, ETC.)

The Perpetual Care Balance is \$134,802.99. Accrued interest for the past year is \$120.78. Discussion of the use of perpetual care funds ensued, with explanation that use of these funds is only for cemetery maintenance, beautification, etc.

Discussion was held as to possibly increasing space charges. A proposal was made to review all charges every three to five years. Further discussion is pending.

The City does not allow Sunday/Holiday funerals at this time. A proposal was made to investigate current overtime/holiday charges for City employees.

3. SCHEER & REYNOLDS (VETERANS' SECTION) & OTHER ADDITIONS' RULES & REGULATIONS

a. Date to present Rules & Regulations to Council

Final improvements to the Veterans' Section are complete, with the remainder of the additions, where a few changes need to be completed. After review, all will be ready to present to the City Council at the October 20, 2015 meeting.

b. Recommendations of cemetery charges, i.e., space costs, etc.

No action was taken on this item.

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4. SCHEER & REYNOLDS ADDITIONS - FUTURE DEVELOPMENT

- a. Final improvements of Veterans' Section
- b. Development of remainder of Addition

These items were tabled until the December 7, 2015 meeting.

5. ANNUAL MEMORIAL SERVICE - SET DATE

Moved by Zabka, seconded by Horton, to schedule the Annual Memorial Service at the Seward Cemetery for Monday, December 14, 2015. Motion carried.

6. CONSENT ITEMS

A motion was made by Zabka, seconded by Payne, to approve the June 1, 2015 minutes. Motion carried.

7. SCHEDULE NEXT MEETING

The next meeting is scheduled for December 7, 2015 at 7:00 p.m.

The meeting was adjourned in a motion by Zabka, seconded by Horton. Motion carried.

Pat Payne, Secretary