

**CITY OF MASON  
CEMETERY BOARD/TREE COMMISSION  
MINUTES OF OCTOBER 5, 2021**

**OATH OF OFFICE**

Oath of Office was administered by the Clerk to Jon Ireland

Chair Ferris called the meeting to order at 11:01 a.m. in the Maple Room, 2<sup>nd</sup> Floor of 201 W. at 201 W. Ash Street

Present: Elaine Ferris, Jon Ireland, Scott Shattuck  
Also present: Sarah Jarvis - Clerk, Levi Rice – DPW Foreman

**PUBLIC COMMENT**

None

**APPROVAL OF MINUTES – June 4, 2021**

MOTION by Shattuck, second by Ireland  
to approve the June 4, 2021, Cemetery Board and Tree Commission Minutes

MOTION APPROVED UNANIMOUSLY

**UNFINISHED BUSINESS**

A. Hall Blvd Tree Survey Result/Recommendation from Tree Commission – Discussion/Next Steps

Department of Public Works provided a recommendation of possible trees that could replace the ones that are currently along Hall Blvd. Commission decided to do some research based on the information provided and to provide feedback to the City Clerk within the next couple of weeks.

B. Motion to Approve the October 5, 2021 – Cemetery Board Revised Rules and Regulations

MOTION by Shattuck, second by Ireland  
to defer the approval of the October 5, 2021 – Cemetery Board Rules and Regulations to the next scheduled meeting.

MOTION APPROVED UNANIMOUSLY

**NEW BUSINESS**

A. Motion to approve recommended Ordinance Updates to Chapter 14 – Cemeteries – Article II City Cemeteries – Division 1 – Generally – Section – 14-358 – Cemetery Board Rules Adopted and to present to the City Council for consideration

MOTION by Shattuck, second by Ireland  
to approve recommended Ordinance Updates to Chapter 14 – Cemeteries – Article II City Cemeteries – Division 1 – Generally – Section – 14-358 – Cemetery Board Rules Adopted and to present to the City Council for consideration

MOTION APPROVED UNANIMOUSLY

B. Burial Right Certificate Update

Clerk provided copy of the new Burial Right Certificate Update.

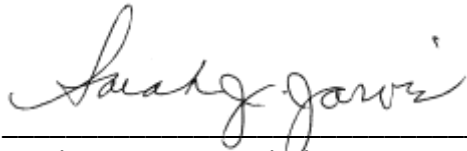
C. Columbarium – Capital Improvement Planning Discussion

Clerk provided sample of columbarium. Shattuck also suggested a possible larger building and will provide additional feedback on this.

**LIASON REPORT** (City Manager Report 9-17-2021)

**ADJOURNMENT**

Cemetery Board Meeting was adjourned at 11:36 a.m.

A handwritten signature in cursive script, reading "Sarah J. Jarvis". The signature is written in black ink and is positioned above a horizontal line.

Sarah J. Jarvis, City Clerk  
City Clerk