

**CITY OF MASON
CEMETERY BOARD/TREE COMMISSION MEETING
MINUTES OF JUNE 22, 2023**

Chair Ferris called the meeting to order at 11:00 a.m. in the Maple Room at 201 W. Ash Street, Mason, Michigan.

Present: Boardmember/Commissioner: Ferris, Ireland, Shattuck
Absent: Boardmember/Commissioner: None
Also present: Sarah J. Jarvis, City Clerk, Levi Rice, Superintendent of Cemetery, Park and Forestry, Jean Spink, Deputy Clerk/HR Specialist

PUBLIC COMMENT

None

APPROVAL OF MINUTES

MOTION by Shattuck second by Ireland,
to approve the March 30, 2023 Cemetery Board/Tree Commission minutes.

MOTION APPROVED UNANIMOUSLY

CORRESPONDENCE

A. Letter from Carol Pahl regarding maintenance of monuments at Maple Grove Cemetery

Cemetery Board requested to have this be on a future meeting agenda.

UNFINISHED BUSINESS

None

NEW BUSINESS

A. Columbarium

1. Approval of Section V layout at Maple Grove Cemetery as presented by Wolverine Engineering.

MOTION by Shattuck second by Ireland,
to approve the Section V layout at Maple Grove Cemetery as presented by Wolverine Engineering

MOTION APPROVED UNANIMOUSLY

2. Approval of setting the rate of a single columbarium niche at Maple Grove Cemetery in the amount of \$600.00 per niche for City of Mason Resident and \$1100.00 per niche for non-residents

MOTION by Shattuck second by Ireland,
to approve the rate of a single columbarium niche at Maple Grove Cemetery in the amount of \$600.00 per niche for City of Mason Resident and \$1100.00 per niche for non-residents

MOTION by Shattuck second by Ireland,
to amend the motion for the rate of a single columbarium niche at Maple Grove Cemetery in the amount of \$700.00 per niche for City of Mason Resident and \$1,200.00 per niche for non-residents

MOTION APPROVED UNANIMOUSLY

ORIGINAL MOTION APPROVED UNANIMOUSLY

3. Approval of setting the rate for a Maple Grove Cemetery Columbarium niche opening in the amount of \$50.00 for weekday burials before 3:30 p.m., \$75.00 Saturday burials before 3:30 p.m. and an overtime charge of \$25.00 for any burial after 3:30 p.m.

MOTION by Ireland second by Shattuck,
to approve setting the rate for a Maple Grove Cemetery Columbarium niche opening in the amount of \$50.00 for weekday burials before 3:30 p.m., \$75.00 Saturday burials before 3:30 p.m. and an overtime charge of \$25.00 for any burial after 3:30 p.m.

MOTION APPROVED UNANIMOUSLY

4. Approval of Font for the engraving of the niches of the columbarium at Maple Grove Cemetery

MOTION by Ireland second by Shattuck,
to approve the font of Times New Roman for the engraving of the niches on the Columbarium at Maple Grove Cemetery

MOTION APPROVED UNANIMOUSLY

B. Sundial review and Board Recommendation

MOTION by Shattuck second by Ireland,
to defer the decision on the sundial placement to the next regularly scheduled Cemetery Board/Tree Commission that will not take place later than August 31, 2023, and direct staff to obtain more information on the materials of the sundial and the column it sits on.

MOTION APPROVED UNANIMOUSLY


C. Cemetery Signage regarding Spring Clean-Up Discussion

Discussion took place about erecting a permanent sign at the Cemetery noting some of the Cemetery Rules and Regulations that would include Spring Clean-up and that this will be presented to the Board prior to FY ending 2023/2024 as part of the new garbage can and section signs. In the meantime, the Board agreed to have temporary signage for Spring 2024 to be placed around March 2024 to remind residents/visitors of the April 1st Clean-up date.

LIAISON REPORT (06/02/2023):

ADJOURNMENT

The meeting was adjourned at 11:45 a.m.



Sarah J. Jarvis, City Clerk