# **HOOPESTON**

**CEMETERY COMMITTEE MINUTES**

MEETING DATE: Monday, December 3, 2018 7:00 PM

1. Cemetery Chair Yaden called meeting to order at 7:00 pm. Committee members Houmes and McElhaney were present. Mayor Crusinberry, John Gonzalez, and Dawn Layden were in attendance.
2. Personnel

Cemetery Sexton Steve Rhodes currently passed away. The daily operations will continue with the current employees and Yaden will handle anything else that arises. Will keep seasonal employee on longer. Other Department employees will help with grave digging, moving stones, and any other duties where needed. The Cemetery Sexton duties and responsibilities will be revised. Will explore implementing Public Works Director.

1. Cemetery Operations

Committee discussed moving towards mowing crew for all City property. All oil changes and minor maintenance are done by Cemetery employees. Discussed turning Cemetery pick-up truck into a dump truck and combining/sharing City equipment. Will begin taking payments for lot sales at City Hall, but people will still need to be shown plots. Funeral payments can still be given to Cemetery employees and they will bring in to office. Discussed Cemetery computer needs.

1. Executive Session: Personnel

No executive Session

Yaden adjourned the meeting at 7:35 pm.