

Russellville Oakland Cemetery Commission Minutes

June 18, 2019

The Russellville Oakland Cemetery Commission met for the regular meeting on Tuesday, June 18, 2019, at 5:30 p.m. in the 2nd Floor Display Room.

Attending: Director Stephanie Warwick, Chairwoman/Commissioner Mindy Hudson, Commissioner/Secretary Rebecca Howell, Commissioner Cindy Hlass, and visitor Kenneth Startup

Absent: City Attorney Trey Smith, Vice-Chairman/Commissioner David Lee, Commissioner Cecelia Slone, City Council Liaison Phyllis Carruth, City Council Liaison Justin Keller, Mayor Richard Harris, and visitor Sean Ingram from The Courier

Chairwoman Hudson called the meeting to order at 5:35 p.m. and welcomed those in attendance. A moment of reflection was observed for our late Commissioner Patricia "Pat" Petray.

Old Business:

NOTED: The May 21, 2019 regular monthly meeting was canceled due to severe weather conditions.

The Second Order of Business was to review and approve the minutes from the April 16, 2019, Cemetery regular meeting. The motion to approve the minutes was made by Commissioner Hlass and seconded by Chairwoman Hudson. The minutes were unanimously approved.

The Third Order of Business was approval of the corrected Statement of Revenues & Expenditures for the month of March 2019. April and May financial reports were approved as presented.

The Fourth Order of Business was not addressed. This had been planned as a time to open the floor to the public to address concerns/suggestions.

The Fifth Order of Business was an update on the status of a proposed Cemetery Code submitted to City Council. The Cemetery Code will have a second reading during the June 20, 2019 meeting of the City Council. We anticipate final reading and approval at the July 2019 meeting of the City Council.

The Sixth Order of Business was a review of estimates submitted for the repair project of copings and walls in various areas of the cemetery. Three estimates were specific to the location near the Hlass family plot. The other estimate was for the area at the magnolia tree. Commission members discussed the four estimates, two of which are from City of Russellville Public Works Department. Work around the magnolia tree will involve adding rebar to strengthen the wall and putting lots of dirt up against the wall. The alleys will be part of this landscape work, also.

Commissioners decided to proceed first with the Hlass family plot project due to the seriousness of crumbling rocks on the wall. Since \$6,000.00 is available in the Cemetery Improvements account, Secretary Howell made a motion to accept the City of Russellville bid of \$4,041.00, Chairwoman Hudson seconded, and the motion passed unanimously.

New Business:

The First Order of New Business was a request by Director Warwick to add a distinction of honor and name Patricia Petray as Emeritus for Life for her service to Russellville Oakland Cemetery Commission from 2011 to 2019. From day one she was always passionate about the cemetery, and her name will be included on the website and brochures.

The Second Order of New Business was an introduction to Mr. Kenneth Startup, who has expressed an interest in serving on our Board. A career historian, he expressed much interest in our work, and it was a pleasure to have Kenneth at the meeting. Commissioners asked Director Warwick to submit his name to Mayor Harris for approval.

Chairwoman Hudson declared the meeting adjourned at about 6:23 p.m.