

Russellville Oakland Cemetery Commission Minutes

June 21, 2022

The Russellville Oakland Cemetery Commission met for the regular meeting on Tuesday, June 21, 2022, at 5:30 p.m. in the 2nd Floor Conference Room.

Attending in Person: Director Stephanie Warwick, Vice Chairperson/Commissioner Kenneth Startup, Commissioner/Secretary Rebecca Howell, Commissioner Mary Schwartz, and visitor Brian Reavis

Attending via Phone: City Attorney Trey Smith

Attending via Google Meets: Commissioner Cindy Hlass

Absent: Chairperson/Commissioner Mindy Hudson, City Finance Director Robin Johnson, Liaison Phyllis Carruth, Mayor Richard Harris, Debi Headley from the Mayor's Office, and visitor Sean Ingram from The Courier

Vice Chair Startup greeted attendees at the June Cemetery Regular Meeting and welcomed visitor Brian Reavis. Meeting was called to order at 5:31 p.m.

Old Business:

The First Order of Business was to review and approve the minutes from the May 17, 2022, Cemetery Regular Meeting. The motion to approve the minutes was made by Commissioner Schwartz and seconded by Vice Chair Startup. The minutes were unanimously approved.

The Second Order of Business was a presentation of the May 2022 Financial Report by Commissioner Schwartz. Cash balances for May 31, 2022 were: Russellville Oakland Cemetery operating account \$98,228.13 and Bank OZK perpetual care trust account \$155,588.44. As shown on the May Statement of Revenues and Expenditures, expenditures exceeded revenues by \$1,492.75. Director Warwick said that June expenditures will be larger due to a few branches down in the cemetery, one of which is not yet cleared.

The Third Order of Business was updated information for the plaque to be placed in the Mary Rye Campbell Addition. The plaque will rest on top of a large boulder, and Parks & Recreation Dept. plans to provide this boulder. In discussing the design of the plaque, our visitor was Brian Reavis and he is an artist/sculptor of 3D sheet metal pieces. With 25 years' experience, he has developed new processes over time and strives for artistic design. He plans to sketch a few ideas for the plaque and bring these to the July meeting. Also, he wants to bring a few completed pieces for us to see.

Public Works Dept. will make two concrete pads, one of which goes with the bench, boulder, and a short sidewalk (with stepping stones cut). The other concrete pad goes with the dumpster, and 2-sided panels will help conceal the dumpster. The cost of the two concrete pads is \$1,500.00, and the dumpster area improvement is already approved.

The Fourth Order of Business was further discussion for gates on certain drives of the cemetery vs speed bumps. Director Warwick hopes to bring to a future meeting Chris Pennebaker of C & B Fencing who can give a quote on swing gates. The other possibility is installation of permanent (concrete/asphalt) speed bumps at a cost of around \$6,200.00 for nine speed bumps. Commissioner Schwartz suggested establishing one-way directions of travel for Drives 1, 2, and 3. Vice Chair Startup liked this idea and recommended getting an opinion from the Street Dept.

The Fifth Order of Business was an open floor to the Public to address concerns/suggestions, and there were no visitors in attendance.

New Business:

The First Order of New Business was discussion concerning adding video cameras/deer cameras to the cemetery. Also adding signage indicating the same. Director Warwick suggested tabling this since signage doesn't cost much and cameras need estimates. In light of information that various kinds of trash have recently been found in the cemetery, Vice Chair Startup made a motion to add signage which says that the cemetery does have video surveillance, and this motion was seconded by Commissioner Schwartz. All voted in favor.

The Second Order of New Business was an update on the fence project and on lawn care. Director Warwick has the fence measurements and materials quantities ready to send to Public Works Dept. Then it can be sent out for bid. As for mowing, a lot of rain has made it hard to keep up. Removal of one large limb was delayed, and Director Warwick hopes that some old flowers can be taken away in July. Vice Chair Startup thanked Director Warwick for keeping up with the lawn care crew and helping them.

Vice Chairperson Startup adjourned the meeting at about 6:16 p.m.