

Russellville Oakland Cemetery Commission Minutes

August 18, 2020

The Russellville Oakland Cemetery Commission met for the regular meeting on Tuesday, August 18, 2020, at 5:30 p.m. in the 1st Floor Conference Room.

Attending in Person: Director Stephanie Warwick, City Attorney Trey Smith, Commissioner/Secretary Rebecca Howell, visitor Erin Michael from the Mayor's office, and Debi Headley, new Assistant to the Mayor

Attending via ZOOM: City Finance Director Robin Johnson, Chairperson/Commissioner Mindy Hudson, Commissioner Mary Schwartz, Commissioner Kenneth Startup, and City Council Liaison Justin Keller

Absent: Commissioner Cindy Hlass, Mayor Richard Harris, and visitor Sean Ingram from The Courier

Chairperson Hudson opened the August 18th Russellville Oakland Cemetery meeting at 5:35 p.m. and asked Director Warwick to serve as moderator, facilitating the ZOOM participation. Director Warwick welcomed everybody and introduced Debi Headley, Mayor's Assistant. Debi replaces Erin Michael in that position. Director Warwick thanked Erin for her help with events at the cemetery and hopes she will help in the future.

Old Business:

The First Order of Business was to review and approve the minutes from the June 16, 2020, Cemetery Regular Meeting. The motion to approve the minutes was made by Liaison Keller and seconded by Commissioner Startup. The minutes were unanimously approved.

The Second Order of Business was mention that the July 21, 2020, Cemetery Regular Meeting was cancelled due to the current national health risk. This was posted on the Cemetery's portion of the City's webpage.

The Third Order of Business was a presentation of the June and July 2020 Financial Reports by Finance Director Johnson. The Russellville Oakland Cemetery operating account had a balance of \$98,661.70 at 7/31/2020, according to Director Johnson. She explained certain revenue and expense accounts, including sale of cemetery lots and payments for new trees and perpetual care. Also, the new roadway in the Memorial Addition is about to be considered by City Council; it was proposed as an aggregate road (base road) but may end up being an asphalt road. The motion to approve June - July 2020 Financial Reports was made by Commissioner Startup, seconded by Commissioner Schwartz, and unanimously approved.

The Fourth Order of Business was an open floor for the public to address concerns/suggestions. There were no new visitors in attendance.

The Fifth Order of Business was an update of the overall current standing and operation of the cemetery concerning mowing/grounds maintenance, and, also, an update (if any) of the new roadway within Memorial Addition of the cemetery.

- (1) The new lawn care team for the cemetery is Priority Lawn Care, and Director Warwick and Liaison Keller met with the owner recently to discuss the mowing schedule and duties. The conversation was a good one; issues with equipment parts and supply chain were mentioned. Commissioners agreed that the recent rains made it hard to keep up with mowing.
- (2) An early July storm caused a large limb to fall near Detroit Avenue. Lynn's Tree Service took care of the limb, as well as a pile of limbs and brush near the dirt pile.
- (3) The large magnolia on Drive 1 was struck by lightning on August 14, and a limb fell, missing the Mollie Bollinger monument. The Street Department closed the street, and Lynn's Tree Service quickly removed the large limb
- (4) As noted above in the Financial Report, the new roadway in Memorial Addition is an appropriation by City Council, and more will be known after the August City Council meeting.

New Business:

The First Order of New Business was information from Director Warwick that a repair/cleanup at Russellville Oakland Cemetery is set for Wednesday, September 23rd, 2020, starting at 9:00 a.m. and ending around 3:00 p.m. In attendance will be Jonathan Appell of Atlas Monument, and he will provide instruction on repair, levelling, and cleaning of monuments. Kenneth Duvall will help with water to the North section. Liaison Keller made a motion to provide a portable toilet and anything else that is needed for the 9-23 event. Commissioner Startup seconded the motion and it was unanimously approved. A self-guided tour will be available for the public to enjoy.

The Second Order of New Business was a question from Chairperson Hudson as to whether any projects for year-end should be discussed. Director Warwick advised that this could wait until the next meeting.

Chairperson Hudson expressed appreciation for participation in Zoom and declared the meeting adjourned at about 6:03 p.m.