

**VILLAGE OF HUNTLEY
CEMETERY BOARD MEETING MINUTES
August 25, 2015**

CALL TO ORDER:

A meeting of the Cemetery Board of the Village of Huntley was called to order on Tuesday August 25, 2015 at 3:00 pm at the Municipal Complex 10987 Main St., Huntley, Illinois 60142.

ATTENDANCE:

PRESENT: Members John Drafall, Joseph Hansen, Charles Yerke, and Village Clerk Rita McMahon.

ABSENT: None

ITEMS FOR CONSIDERATION:

Minute Approval

The minutes from the August 4, 2015 meeting were reviewed. Chairman Drafall asked the Board if there were any questions or corrections. There were none. Member Hansen made a motion and was seconded by Member Yerke to approve the August 4, 2015 meeting minutes. Motion carried.

Fiscal Year 2016 Capital Projects

In follow up from the August 4th Cemetery Board meeting, the following items were discussed as possible capital projects for the Fiscal Year 2016 Budget.

- Columbarium Landscaping

An estimate for landscaping around the columbarium was provided at a cost of \$3,000. The landscaper that provided the quote believes the cost would sufficiently cover the proposed flower gardens, etc around the columbarium.

- Headstone Repair

Member Yerke discussed the headstone repair with a representative from Zoia Monument. It was Zoia's opinion to work on the headstones in need of repair for 1 – 2 days and finish what can be done in those two days. Then continue the project in following years until the headstones are finished.

Village Clerk McMahon spoke with the cemetery maintenance contractor regarding the repairs. His suggestion was to budget \$5,000 for 3 – 4 years to finish the project.

It was agreed that, if the project is chosen as a FY16 project, the west side improvements should be done first then move to the east side.

- Thomas Huntley Gravesite

Discussion took place regarding the Huntley gravesite. Village Clerk McMahon showed the Board an urn from resident Tom Conley to be considered as a replacement for the urn that was demolished in a storm last year. It was decided to leave the site alone for now and to not replace the urn on the top or provide for any signage around the site.

- Property Fencing

Village Clerk McMahon provided information regarding replacing the existing chain link fence on the east side of Dean Street. One vendor told her the project is too big for his company, but thanked for the consideration. Another vendor provided a quote of \$26,891 to completely take down and haul away the existing fence. The fence proposed was an all-black vinyl clad 5' high chain link fence. A second quote was provided by the vendor in the amount of \$19,970 to removal the fence but leave the existing poles to reuse them. Member Yerke said he was not in favor of replacing the chain link with another chain link and asked Village Clerk to request a quote for wrought iron. Village Clerk McMahon said she would and report back at the next meeting.

▪ Signage

A second signage proposal was distributed to the Board from the Alphabet Shop. The proposal for 2 signs totaled \$7,600. Board members still feel the sign looks too modern. The material of the sign was discussed. The plan included an acrylic sign on 4 x 4 aluminum wrapped poles. Members thought the sign looked plastic. Chairman Drafall asked if the sign vendor could provide actual pieces of material. Village Clerk McMahon said she would contact the sign vendor and request a non-plastic looking, less modern sign and if they could supply material samples. The vendor had also provided a copy of a bronze sign for the Thomas Stillwell Huntley headstone. There was a consensus of the Board to not go forward with signage for the Huntley headstone at this time.

Chairman Drafall requested Village Clerk McMahon to create a list of all of the projects using the high end of the proposals so an overall cost could be determined to finish the revitalization project. Village Clerk McMahon said she would put something together and have it at the next meeting.

Gravesite Tree Removal Request

In follow up to the August 4th meeting, Member Yerke contacted R & J Tree Removal for a quote to remove a tree that is causing a disruption with various headstones. R & J provided a quote of \$450 to remove the tree along with a quote of \$300 to trim the new maple trees that were planted last year. Member Hansen made a motion to accept the quote and to have R & J Tree Removal perform both duties as proposed. Member Yerke seconded the motion. Motion carried.

Huntley Cemetery Beautification Project Update

Landscaper Bill Ruth had dropped off samples of pavers to be used in the entranceway project. Consensus of the Board was to use Coffee Creek colored pavers because they matched the columns and other work that is being doing around Huntley. Mr. Ruth will also utilize bricks from Woodstock Street as a ribbon with the pavers. Mr. Ruth anticipates beginning this week on the landscaping project around the columns and flag pole.

Unfinished Business

Chairman Drafall informed the Board members that said he spoke with Ms. Caroline Krich of a local Girl Scout Troop again about working with the Legion for a project to honor the veterans within the cemetery. Chairman Drafall told Ms. Krich to contact Village Clerk McMahon to arrange a meeting with the Cemetery Board and the Scouts to review the project.

New Business

There was no new business.

ADJOURNMENT

Motion was made to adjourn the meeting by Member Yerke and seconded by Member Hansen. All were in favor. The meeting was adjourned at 3:55 pm.

Respectfully Submitted,

Rita McMahon

Rita McMahon
Village Clerk