

CITY OF APPLE VALLEY  
LEBANON CEMETERY ADVISORY COMMITTEE  
October 18, 2016

Minutes of the regular meeting of the Lebanon Cemetery Advisory Committee of Apple Valley, Dakota County, Minnesota, held October 18, 2016, at 2:00 p.m. at Apple Valley Municipal Center.

PRESENT: Nancy Anderson, Tim Anderson, David Brueshoff, Tanya Grawe, Jay Hoekstra, Dave Kemp, Alan Kohls

ABSENT:

City staff members present were: Public Works Director Matt Saam, Cemetery Supervisor Mike Glewwe, Cemetery/Public Works Coordinator Cheryl Groves, and Brandon Anderson, City Engineer

1. CALL TO ORDER

The meeting was called to order at 2:02 p.m. by Chair Kohls.

2. APPROVAL OF AGENDA

MOTION: of Kemp, seconded Hoekstra, approving the agenda for today's meeting as written. Motion passed unanimously.

3. AUDIENCE – 10 MINUTES TOTAL TIME LIMIT FOR ITEMS NOT ON THIS AGENDA

There was no one present to speak.

4. APPROVAL OF MINUTES – April 19, 2016

MOTION: of Hoekstra, seconded by T. Anderson, approving the minutes of the April 19, 2016, meeting as written. Motion passed unanimously.

5. NEW/CONTINUED BUSINESS

A. Cemetery Grading Update

Brandon Anderson, City Engineer, provided a presentation showing the grading plans for the cemetery. The developer has completed much of the grading along the south side and southwest corner of the cemetery. In 2017, additional grading is anticipated on the east side of the cemetery with the construction of Embry Path.

B. Activity Report

MOTION: of T. Anderson, seconded by Grawe, accepting the Activity Report for Second and Third Quarter. Motion passed unanimously.

C. Maintenance and Grounds

Mr. Glewwe reported that maintenance activities included fall cleanup of the landscape areas, tree and shrub trimming, and fertilizer application. The roads and parking area were swept, parking lot markings were repainted, and the concrete was sealed in the columbarium and boulder areas. In preparation for the winter season, water was shut-off and the irrigation system was blown-out. Routine tasks included top dressing settled areas, responding to marker/monument locating requests, and replacing all the flags.

D. General Price List Update

MOTION: of Kemp, seconded by N. Anderson approving the proposed changes to the General Price List with noted correction and recommending that staff submit General Price List to the City Council for their approval. Motion passed unanimously.

E. 2017 Meeting Schedule

MOTION: of Hoekstra, seconded by N. Anderson, to accept the 2017 Meeting Schedule as proposed. Motion passed unanimously.

6. COMMUNICATIONS / UPDATES

Members reviewed Cemetery article in the Fall City News.

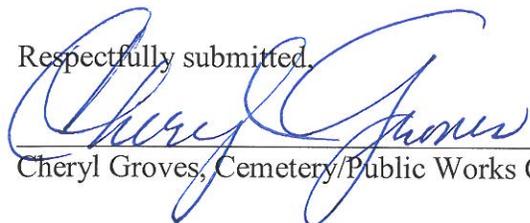
7. OTHER BUSINESS

8. ADJOURN

MOTION: of Hoekstra, seconded by Kemp, to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 2:55 p.m.

Respectfully submitted,

  
Cheryl Groves, Cemetery/Public Works Coordinator

Approved by the Cemetery Advisory Committee on

