

**MINUTES OF LEBANON CEMETERY ADVISORY COMMITTEE MEETING**  
**January 15, 2013 - 2:00 p.m.**  
**Apple Valley Municipal Center**

**COMMITTEE MEMBERS PRESENT:** Nancy Anderson, David Brueshoff, Noel Hammill,  
Dave Kemp, Alan Kohls

**COMMITTEE MEMBERS ABSENT:** Tim Anderson

**OTHERS PRESENT:** Public Works Director Todd Blomstrom  
Cemetery Supervisor Mike Glewwe  
Cemetery/Public Works Coordinator Jean Bryant

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

**APPROVAL OF AGENDA**

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

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

The Committee received a message from Jay Hoekstra, a volunteer, that he and his wife, Deb, enjoy the opportunity to volunteer at the cemetery. It was noted that two donations were made to the cemetery beautification fund.

**APPROVAL OF MINUTES – October 16, 2012**

MOTION: of Brueshoff, seconded by Kemp, approving the minutes of the October 16, 2012, meeting, as written. Motion passed unanimously.

**NEW/CONTINUED BUSINESS**

**Cemetery Advisory Committee Term Expirations – March 1, 2013**

Expiring terms are Noel Hammill and Paula Moore. Committee Member Hammill will notify the City Clerk of his intentions. Committee Member Moore resigned in October.

**Update Committee Member Addresses and Phone Numbers**

Members had no changes.

**Update Informed Consent and Release Form**

No changes were needed.

**Activity Report**

The Lebanon Cemetery Activity Report for fourth quarter and 2012 was reviewed. The 70 sales made 2012 the highest sales year for Lebanon.

Committee Member Hammill arrived at 2:10 p.m.

Mr. Blomstrom arrived at 2:12 p.m.

The Quarter Activity Comparison, and Lot Sales and Burials Since 2000 were reviewed. Resident sales were 67 percent of the total sales. Cemetery cremation rate for 2012 was 60 percent.

**Maintenance and Grounds**

Mr. Glewwe reported that maintenance since the last meeting consisted of pruning, wrapping trees, removing unauthorized items, picking up litter, and plowing and salting.

**Accept 2012 Cemetery Report**

The draft 2012 Cemetery Report to City Council was reviewed by the Committee.

MOTION: by Kemp, seconded by Brueshoff, to accept the 2012 Cemetery Report and request staff to submit it to City Council. Motion passed unanimously.

**2013 Goals**

The 2013 Goals were considered and accepted by the Committee Members.

MOTION: by N. Anderson, seconded by Hammill to approve the 2013 Goals. Motion passed unanimously.

**OTHER BUSINESS**

**Winter 2013 City News Article**

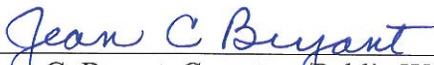
“Lebanon Cemetery: A Place for Remembrance” was published in the Winter City News.

**ADJOURN**

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

Meeting adjourned at 2:30 p.m.

Respectfully submitted,

  
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Jean C. Bryant, Cemetery/Public Works Coordinator

Approved by the Cemetery Advisory Committee on April 16, 2013.