



GALIEN TOWNSHIP

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Cemetery Committee Meeting Minutes **Regular Monthly Meeting – April 17, 2017, 7:00PM - Township Office**

The meeting was called to order by Chairperson Jen Richter at 7:01PM.

Roll Call

Committee Members – Present - Leann Carpenter, Jen Richter, Kendra Truhn, Frieda Keefer, Jerry Mast

Approve/Set Agenda

Kendra moved to approve the Agenda as presented, Leann supported, voice vote, no nays, motion carried.

Minutes

Leann moved to approve the minutes of the March 20, 2017 regular meeting as presented, Kendra supported, voice vote, no nays, motion carried.

Old Business

Pontem Software Update – Jen reported that she is about 50% through the box of burial and death permits she received from the Historical Society (Letter “H” of the box). She expects to finish with those records by the May 2 election. Once those are entered, the verification process can start. Jen suggests we start with the East end and work West. Maps will be printed for distribution at the May meeting with instructions on what needs to be done. The verification can be done on own timeframe. Last, Markus at Pontem has released the maps.

Spring Clean Up – Now that the stumps have been ground, the holes can be filled with topsoil along with other ruts in various places. The next cleanup was scheduled for Saturday May 6th at 9:00am. Jen will publish the notice in the paper this week that winter decorations should be removed by May 1st.

Donation Letter – Jen reported that donation letters have been mailed out to various businesses. We will also have flyers for handout at the Memorial Day Luncheon and the May 13 Fish Fry.

New Business

Well – Jen reported that the well at the Cemetery is not working and she will be getting quotes for a new well for the next Township Board Meeting.

Topsoil – Topsoil needs to be ordered and Jen is working on getting quotes for review at the next Township Board Meeting.

Opening/Closing Fees – Pricing information for opening and closing of other area cemeteries is being gathered by Jen. Once gathered, we'll compare against our pricing.

Visitor Comments

There were no visitor comments.

The next meeting was set for May 15, 2017 at 7:00pm at the Township Office.

Kendra moved to adjourn the meeting, supported by Leann, voice vote, no nays, motion carried.

Meeting was adjourned at 7:46.

Respectfully submitted by



Gerald O. Mast