

Missoula City Cemetery Board Meeting
Thursday, August 3, 2017
12:00pm
Missoula City Cemetery Office

Minutes

Present: Kim Seeberger, Paul Filicetti, Mary Lou Cordis, Ron Regan, Mary Ellen Stubb, Lani Moore

Absent: Pat McHugh

Approval of board minutes: July 2017 - Unanimously approved as submitted.

Public comment. Mrs. Seeberger and Mr. Filicetti attended the Missoula County Board Training. Future board agendas should offer public comment as the first agenda item, after each discussion item, and at the end of the meeting. Board Chair must explain to the public that their comments are limited to three minutes. They may provide further information in writing which will be included in the official board minutes.

Financials. Revenues and expenditures reviewed for final FY17 and first month FY18.

New or Continuing Items.

FY18 BUDGET: City Council approved the FY18 budget on July 24th. Departments should receive their approved documents by the September board meeting.

ORDINANCE / FEES: Public hearing Monday, Aug. 7th. Each board member will have the opportunity to speak but will be limited to three minutes. There followed much discussion between board members on coordinating their efforts so all key issues are emphasized. Mr. Filicetti stated the board spends so much time talking about the monument issues and the cemetery director spends so much time dealing with these issues that the real issue is to lay to rest the issue of these problems. Mr. Regan also noted that the removal from the fee schedule of the \$.50/square inch for monument setting.

NEW COLUMBARIUM PLAZA: The columbarium walls came in wrong from the approved quote. The walls arrived with a three-inch cap instead of a six-inch cap. Ordering another three-inch cap for these walls would cost the cemetery more when ordering additional walls. After much discussion, one of the company owners proposed to provide the cemetery with six granite benches for the plaza. Memorial Monuments will inscribe two of those benches. However, Missoula City Cemetery will be required to transport the benches from Memorial Monuments shop. **MOTION: Mrs. Seeberger moved to enter into record the agreement signed by Memorial Monuments. Mr. Filicetti expanded the motion to include that the cemetery board agrees with the offer of benches from Memorial Monuments and the board further agrees and approves that Mr. Regan travel to Memorial Monuments shop to pick up those benches. Mrs. Cordis seconded. Ayes, three. Absent, one.**

Families on the waiting list for the new columbariums have reserved four single niches and five double niches. Payment of these niches is pending City Council approval of the cemetery fee schedule. Once fees are approved, families will be contacted and have 30 days to complete payment of the reserved niches. All remaining cement for the columbarium plaza will soon be poured. The board will review inscription template options at the September meeting.

STORIES AND STONES: Currently there are 20 returning stories, one new story, and two vendors. There will be a new person portraying Mary Gleim. Guidebook printing will be completed by mid-August. Tour detail will be discussed at the September board meeting.

Informational Items.

BOARD VACANCY: Remains open until filled.

STONE CLEANING - CIVIL WAR: The Cemetery Board previously denied permission due to liability concerns from an individual who wanted to clean the Civil War stones. This same individual proceeded to write a letter to City Council requesting their help in gaining approval for this project. The City Attorney is working directly with this individual. The bottom line remains the need for this individual to provide insurance and liability coverage for this project. Mr. Regan made clear to City Council and City Attorney that the cemetery board supports the idea of cleaning these stones but is concerned about the liability. Mr. Filicetti clarified that if the proposed cemetery service of cleaning stones is approved, then the Cemetery Board would have the ability to approve this project, determine the fee for it, and cemetery staff would then clean these stones so liability would then be ours.

FILMING PRODUCTION: The cemetery notified the filming production crew that the City Attorney advised the cemetery not to sign their release and the Cemetery Board disapproved of this production filming on cemetery grounds. Despite that notice, the production crew came to the cemetery twice and conducted their filming.

Adjournment at 1:29pm. Next meeting will be September 7, 2017.

Respectfully submitted by Mary Ellen Stubb, Administrative Assistant III



Missoula Cemetery

(406) 552-6070 • Fax: (406) 327-2173 • E-mail: cemetery@ci.missoula.mt.us
2000 Cemetery Road • Missoula, Montana 59802
www.ci.missoula.mt.us/cemetery

June 15, 2017

Memorial Monuments
598 W Franklin Rd
Meridian ID 83642

Missoula City Cemetery
2000 Cemetery Rd
Missoula MT 59802

Re: Columbarium Cap Issue

Missoula City Cemetery awarded a columbarium project through an open quote process to Memorial Monuments. The columbarium project contained very detailed specifications. An adjustment made by the fabricator prior to delivery changed the length and width of the walls. Both Missoula City Cemetery and Memorial Monuments approved this change.

However, the top cap thickness also changed by the fabricator but that change was undetected by both Memorial Monuments and Missoula City Cemetery until delivery of the walls. To rectify the unauthorized change from the original specifications, Memorial Monuments has agreed to provide Missoula City Cemetery with six granite benches. Two of those benches will include memorial inscriptions completed by Memorial Monuments.

Ron Regan, Director
Missoula City Cemetery

Bob Sousley, Owner
Memorial Monuments