

Missoula Cemetery Board Meeting  
Thursday, May 3, 2018  
12:00pm  
Missoula City Cemetery Office

**Minutes**

1. **Call to Order:** 12:00pm called to order

2. **Roll Call**

**Members present:** Kim Seeberger, Neil Carson, Paul Filicetti, Mary Lou Cordis

**Members absent:** Pat McHugh

**Staff:** Ron Regan, Mary Ellen Stubb, Angela Reichert, Susan Aaberg (City Attorney)

**Public:** Rick Evans (GCFH), Tyson Moore (GCFH)

3. **Approval of Minutes:** April 2018 unanimously approved with submitted corrections.

4. **Public Comment** allowed on public matter that is not on the agenda and is within the jurisdiction of the Board. (Section 2-3-102(1)(A) MCA)- Mr. Moore thanked the cemetery for getting their monuments set in a timely manner. But, when in subcommittee with Ms. Aaberg and Mr. Filicetti, Mr. Moore understood that they were going to be contacted first, not the family when the monuments were installed. Mr. Regan stated that he understood it to be both ways. Mr. Moore wants to be contacted first. He stated they have a contract with the city to have that work done and to be able to look at those before the families are notified.

Mr. Moore stated they had a couple of families come in and commented on how they have been treated by cemetery staff. He knows Ron offered an apology to the Thomas family, but stated that we need to treat everyone well and take the high road and treat families the way they deserve. He stated that the Graham family wanted a monument placed and he worked with Ron and Mary Ellen on this. It is a moot point since Mrs. Graham passed away. He stated they were given a variance to place the monument, and have a letter from 2015 to support this, and it was not followed through.

Mr. Evans agreed with Mr. Moore that they want to contact their families once the markers are delivered and set and they are stringent on being informed. Mr. Evans wanted to clear up the confusion regarding opening a casket at a cemetery for viewing. They prefer not to, it is legal with a licensed mortician, sometimes the family will request it. Mr. Evans stated that their new director was upset about a recent one at the cemetery, where he was told it was not allowed, but they do know the laws.

Mr. Evans added that they overheard the cemetery is returning to city hall about selling monuments but it was never discussed in a board meeting. Mrs. Seeberger stated the cemetery is not discussing selling monuments at this time, but would like to know who is saying this. Mr. Evans thanked her for the clarification and he would take care of informing others.

5. **Staff Report-** It was discussed what would go in this category under the new agenda format. Mrs. Stubb suggested a recap of the FY19 budget with the mowers. Mr. Regan stated that it was already done under CIP's in the financials. Mr. Carson inquired as of the timeline for the mowers and shop heaters. Mr. Regan stated that mowers could be delivered within 30 days of bid set through the city program, depending on the vehicle maintenance department schedule. He is trying to figure out who in the city does bid work for facilities for the heaters. If the heaters are not done by July 1, then it will roll over to next FY.

6. **Financials-**Revenues and expenditures were reviewed.

7. **New Business**

- a. **Board Election of Officers:** Mrs. Seeberger suggested rotating the board chair. Mr. Carson commended Mrs. Seeberger on her first year as chair. Co-chair nominations were discussed.  
**MOTION: Mr. Filicetti moved to nominate Mrs. Seeberger as board chair for the 2019 fiscal**

**year. Ayes 4, one absent. Mr. Filicetti also moved to nominate Mr. Carson as board co-chair. Ayes 4, one absent.**

## **8. Continuing Business**

- a. Policy draft:** Mrs. Seeberger suggested charging a film permit fee. It was noted that if the board wanted to charge a fee then it would have to go to City Council for approval. Mr. Regan stated that if the cemetery had numerous requests for filming then it would charge a fee. The board determined the draft should include two additional sets of wording. First, "...although the city cemetery does not charge a fee, donations are always accepted." Second, "Commercial filming only by permission of the cemetery. Please check in with cemetery staff upon arrival, failure to do so may result in removal from the cemetery." It was suggested creating a sign specific to commercial film/photography, like the dog on leash signs at the cemetery. The board concluded that there is no way to monitor individual photography or filming and expressed concern regarding online sharing of monument photos and the difficulties of regulating drone usage inside the cemetery.

After much discussion, it was decided that all commercial projects would need a city business license and proof of insurance on file with the cemetery. A permit form was suggested. Mr. Regan was concerned that creating a form and expanding policy would involve the cemetery in liability issues. The policy is to protect the cemetery, the city, and everyone involved. Ms. Aaberg stated that she will add language that holds the City of Missoula harmless. She will update the policy draft with all the suggested wording changes and send everyone a revised policy for review next month.

- b. Master Plan:** The board discussed proceeding with the resolution. Ms. Aaberg stated she made the previous changes and submitted the amended resolution to John Wilson and Gwen Jones, but was told the cemetery board was not ready to move forward yet. Mrs. Seeberger explained that the board needs a draft of what they hope to accomplish with a master plan with their ideas organized so a plan is prepared to go before City Council. Mr. Filicetti would like to assist with the draft by taking photos. Mr. Regan suggested the board individually write down ideas, the staff can put them together for discussion at the next board meeting. A May 21<sup>st</sup> deadline was set for idea submission. Mr. Filicetti inquired if the board intended to present in July to city council. Mrs. Seeberger stated more time was needed to get organized and she did not want to rush the process. Mr. Filicetti stated he would like the resolution submitted before May of 2019.

Mr. Regan reminded the board that a master plan and layout of the cemetery has been done. The board needs to decide on what improvements or visions they have in mind. Such as a new office, new shop, or new shop heaters. Mr. Carson and Mrs. Cordis agreed and also suggested irrigation pumps. Mr. Regan noted it was previously discussed to turn the chain link fence into a wrought iron fence or install a memorial wall.

At that point, Mr. Moore interjected with a comment about Ron trying to build a wall. Mr. Regan interjected he would build it around Mr. Moore. Mr. Moore asked if Mr. Regan would make him pay for it. Mr. Evans asked for the comments to be struck from the recorded minutes. Mrs. Reichert then remarked that an HR complaint may need to be filed for discrimination regarding the politically charged remarks and her ethnicity.

- 9. Informational Items-**Silver Park iron was discussed. The iron is now the property of the cemetery. The cemetery will cut it up and make pour tables this winter and recycle the rest.
- 10. Communications-** Mrs. Seeberger inquired about the cemetery surveys and if they were ready for the board to look over. Mr. Regan stated they were not ready yet.
- 11. Adjournment** at 12:40 pm. Next meeting will be June 7, 2018.

Respectfully submitted by Angela Reichert