City of Stoughton, 381 E Main Street, Stoughton WI 53589

RESOLUTION OF THE COMMON COUNCIL

Authorizing and directing the proper city official(s) to establish a fee structure for perpetual care costs and to increase fees for interments at Riverside Cemetery and Wheeler Prairie Cemetery

Committee Action: Cemetery Board Approved 4-0 with Mayor voting
Finance Committee meets February 13, 2018

Fiscal Impact: NONE

File Number:	R-21-2018	**Date Introduced:**	February 13, 2018

WHEREAS, the City's vendor for interments, Meitner's Land Service, notified the city that fees for interments would be increasing effective January 1, 2018; and

WHEREAS, the city has not raised the fees in the previous two years when the vendor has increased costs; and

WHEREAS, the Cemetery Board met on January 25, 2018 to review the current fee structure and determined that due to these increases the City should raise their fees for interments; and

WHEREAS, the Cemetery Board also recommended a set fee for perpetual care as it relates to cremations and full burials and that the proposed fee schedule for interments and perpetual care would be as follows:

Perpetual Care Fees	
All Full Burials	$ 400.00
All Cremations	$ 365.00
Interments Fees (Includes Perpetual Care Fee)	
Open/Close (Full Burial) Monday-Friday	$ 925.00
Open/Close (Full Burial) Saturday	$ 1,025.00
Open/Close (Full Burial) Sunday & Holidays	$ 1,125.00
Cremations Monday – Friday	$ 635.00
Cremations Saturday	$ 735.00
Cremations Sunday & Holidays	$ 835.00

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Stoughton that the proper city official(s) be authorized to increase the cemetery fees for interments and perpetual care.

Council Action: ☐ **Adopted** ☐ **Failed** **Vote** _____

Mayoral Action: ☐ **Accept** ☐ **Veto**

_____

Donna Olson, Mayor Date

Council Action: _____ ☐ **Override** **Vote** _____

Stoughton Cemeteries Opening and Closing Costs

	2017 Actual			2018 Proposed		
	Open/Close	PC	Customer Fee	Open/Close	PC	Customer Fee
Full Burial (Monday - Friday)	$515	$310	$825	$525	$400	$925
Full Burial (Saturday)	$615	$260	$875	$625	$400	$1,025
Full Burial (Sunday and Holiday and after 5 pm)	$715	$210	$925	$725	$400	$1,125
Cremation (Monday - Friday)	$260	$365	$625	$270	$365	$635
Cremation (Saturday)	$360	$365	$725	$370	$365	$735
Cremation (Sunday and Holiday and after 5 pm)	$460	$365	$825	$470	$365	$835
Double Cremation ($50 Extra)	Add $50 to above costs			Add $50 to above costs		

PC = Perpetual Care

Last City Fee Increase was January 2013

Comparative Opening/Closing/Perpetual Care Costs

	Cooksville	St. Ann's	Stoughton Prop	Lutheran Cemetery	Beloit
Full Burial (Monday - Friday)	$750	$725	$925	$1,000	$1,340
Full Burial (Saturday)	$900	$825	$1,025	$1,100	$1,515
Full Burial (Sunday and Holiday and after 5 pm)	NA	$925	$1,125	$1,200	$1,765
Cremation (Monday - Friday)	$350	$470	$635	$700	$825
Cremation (Saturday)	NA	$470	$735	$800	$940
Cremation (Sunday and Holiday and after 5 pm)	NA	$470	$835	$900	$1,055

Future Grave Openings

*Riverside	3,333	
Wheeler Prairie	584	$525 Grave Cost

**The graves at Riverside are all sold, but those 3,333 accounts for those graves that are not occupied yet*

Cemetery Board Meeting Minutes
Thursday, January 25, 2018 @ 3:00 PM
Mayor's Office, City Hall, 381 E. Main Street, Stoughton, WI 53589

Members Present: Alderperson Greg Jenson, Odean Teigen and Dave Kalland

Absent & Excused: Jean Lamers

Staff: Public Works Director Brett Hebert, Mayor Donna Olson, Finance Director Tammy LaBorde, Street Supervisor John Halverson and Administrative Asst. Vickie Erdahl

Guests:

Call to Order: Meeting called to order by Hebert @ 3:00 PM

1. **Communications:** *Hebert* 1) informed the committee that the stone at the entrance of the Riverside Cemetery had been cleaned up and new bushes planted by a volunteer group. A dead oak tree was removed by a crane in order to protect headstones in the area. More hedges and trees need to be trimmed and *Halverso*n 2) a back flow preventer was installed for the fountain. In 2018 there will be landscaping done around the fountain to restore it back to its original condition.

   Teigen asked how the new well was doing at Wheeler Prairie that the city had installed -- response was its doing great.

2. **Approval of minutes from June 9, 2016:** Motion by *Hebert*, seconded by *Jenson* to approve minutes. Motion carried 5-0 (with the Mayor voting yes).

3. **Elect Chair:** *Mayor Olson* nominated Brett Hebert, *Jenson* seconded for chair. **Motion carried 4-0 (with the Mayor voting yes).**

   Elect Vice-Chair: *Hebert* nominated John Halverson for vice-chair, *Jenson* seconded for vice chair. **Motion carried 4-0 (with the Mayor voting yes).**

4. **Discussion / Approval to Increase Fees for Burial:** *Hebert* presented a cost comparison sheet with fees charged by the City of Stoughton vs. surrounding cemeteries and included in the discussion the fact that the city had no structure in place for fees charged for perpetual care. As the cost comparison shows that the perpetual care was a different charge for most types of burial. *Hebert* would like to see the charge be a set fee for perpetual care regardless of day of the week or holidays.

   Proposed Perpetual Care Fees:
   - All Full Burials $ 400.00
   - All Cremations $ 365.00

   Meitner's Land Service has also submitted a letter to increase their fees in 2018. A full burial cost is currently $500.00 and will rise to $525.00. Cremations currently cost $250.00 and will be increased to $270.00. Any Saturday burial will be $100.00 more. Double cremations will be charged at $ 50.00.

   Hebert is requesting that the committee increase the burial fees at this point to cover cost increase and to include the new perpetual care fee structure.

   Upon City Council approval (scheduled for February 14, 2018) the cemetery fees will be as follows:

   - Open/Close (Full Burial) M-F $ 925.00
   - Open/Close (Full Burial) Sat $ 1,025.00

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- Open/Close (Full Burial) Sun/Holiday $ 1,125.00
- Cremations M-F $ 635.00
- Cremations Sat $ 735.00
- Cremations Sun & Holidays $ 835.00

Motion by Kalland, seconded by Halverson to recommend to the Finance Committee to approve the increased fees for open/close of graves and then present to the Common Council. Motion carried 4-0. Mayor voting yes.

5. **Discussion Concerning Maintenance Activities of Cemeteries:** *Kalland* reported he has repaired 504 stones since 2005. 39 of these stones were at Wheeler Prairie. The average cost is around $64.00 per stone with about 40 being restored a year. The cleaning and repairing of the stones was kept in the 2018 budget.

   Hebert also brought up for discussion – whether the flowers that the city was placing on six different graves at Riverside was actually being done and asked what the criteria was for selecting only these six graves to provide flowers purchased by the City.
   This item will be placed on the next Cemetery Board Meeting.

6. **Future Agenda Items:** Rules / Regulations, Flowers paid from city funds, section markers

Moved by Mayor Olson, seconded by LaBorde to adjourn meeting at 3:45 pm. Carried 4-0.

Respectfully submitted by Vickie Erdahl, staff member 1/29/18

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