

Russellville Oakland Cemetery Commission Minutes

September 21, 2021

The Russellville Oakland Cemetery Commission met for the regular meeting on Tuesday, September 21, 2021, at 5:30 p.m. in the 2nd Floor Conference Room.

Attending in Person: Director Stephanie Warwick, Chairperson/Commissioner Mindy Hudson, Vice Chairperson/Commissioner Kenneth Startup, Commissioner/Secretary Rebecca Howell, and Commissioner Mary Schwartz

Attending via Phone: City Attorney Trey Smith

Absent: City Finance Director Robin Johnson, Commissioner Cindy Hlass, City Council Liaison Phyllis Carruth, Mayor Richard Harris, Debi Headley from the Mayor's Office, and visitor Sean Ingram from The Courier

Chairperson Hudson thanked everyone for attending tonight's meeting of the Russellville Oakland Cemetery Commission Regular Meeting and called the meeting to order at 5:35 p.m.

Old Business:

The First Order of Business was to review and approve the minutes from the August 17, 2021, Cemetery Regular Meeting. The motion to approve the minutes was made by Vice Chair Startup and seconded by Commissioner Schwartz. The minutes were unanimously approved.

The Second Order of Business was a presentation of the August 2021 Financial Report by Commissioner Schwartz. Bank statement balances at August 31, 2021 were: Russellville Oakland Cemetery operating account \$93,603.33 and Bank OZK perpetual care trust account \$153,889.98. On the Statement of Revenues and Expenditures, Commissioner Schwartz noted that the August column shows \$47,866.88 payment for the new Memorial Addition roadway in the cemetery improvements account. Director Warwick said that an additional \$8,882.00 is owed above contract due to additional work for the roadway, making the total due \$56,749.25. Having spoken with Finance Director Johnson, Commissioner Schwartz explained that, since this payment came out of money we already had, this year will show a large deficit, and the deficit goes away next year. Chair Hudson thanked Commissioner Schwartz for reaching out to Director Johnson for this information.

The Third Order of Business was an open floor to the Public to address concerns/suggestions, and there were no visitors in attendance. Director Warwick presented two items from the community. First, Walter Hudson has offered to give up to twenty (20) willow oak plantings to the cemetery, at no cost to us and at our choice of locations. January or February will be the best planting time, and Walter will donate his time and expertise. On behalf of the Commission, Vice Chair Startup expressed our gratitude for this gift. Second, Director Warwick said that the new mowing crew is doing pretty well and currently is doing cleanup work.

New Business:

The First Order of New Business was a proposal from Director Warwick for a Sunday, November 7, 2021, workshop at the cemetery, to include self-guided tours and, possibly, stacking work on rock walls, this being contingent on willing volunteers. Also, this is the perfect time to mark areas for the new willow oak trees. This will be an afternoon event between 1:30 and 4:00. Vice Chair Startup made a two-part motion (1) to proceed with Director Warwick's plan for a November 7, 2021, workshop and self-guided tours at Russellville Oakland Cemetery and (2) to enthusiastically accept with gratitude an offer from Walter Hudson to plant up to 20 willow oaks. Commissioner Schwartz seconded the motion and it passed unanimously. More discussion took place regarding current trees to be looked at during the workshop.

The Second Order of New Business was information from Director Warwick that she had sent schematics for the East Line Fence Project (Detroit Ave.) to Public Works. An extension on the variance will be needed. This will probably be a 2022 project.

The Third Order of New Business was a report from Director Warwick that repair work on cemetery drives has been done. One pothole remains and is due to utility work. Director Warwick will check with Public Works or Street Department on cost and schedule.

Chairperson Hudson thanked everyone for coming and adjourned the meeting at about 6:10 p.m.