

Meeting of Hillside Cemetery Board
Tuesday November 18, 2025 6:30 pm
Columbus Community Center
125 Dickason Blvd.
Columbus, WI 53925

The meeting was called to order by President Robert Link at 6:30 pm.

Meeting was posted and legal notice given.

Roll Call: Present: Robert Link, President, Dave Roelke, Vice-President, Deb Moungey, Secretary/Treasurer, Vicki Schulze, Joyce Shepard, Dale Marshall, Elizabeth Altschwager, Jim Kluetzman, Jean Sennhenn, and Ryan Rostad, city liaison.

Excused were Evelyn McNulty, Suzi Liverseed.

Guests: Darlene and John Marks, and Marcus Meyer council member.

Approval of Agenda: Motion made by Dave Roelke and seconded by Beth Altschwager. Motion carried unanimously.

Approval of meeting minutes: Motion to accept the minutes by Dave Roelke and seconded by Jim Kluetzman. Motion carried unanimously.

Approval of Treasurers report: Motion to accept the treasurers report by Jim Kluetzman and seconded by Dave Roelke. Motion carried unanimously.

Unfinished Business:

3. Consider and take action on the proposed changes to the Rules and Regulations for 2026. Accepting a verbiage change on page 6 and 11 to change protocol for fee changes as follows:

ARTICLE IX. Fees and Charges.

The Hillside Cemetery Association reviews on an annual basis the fees and charges associated with Hillside Cemetery. These fees and charges are for grave sales, monument staking, perpetual care, grave openings, disinterment, etc. See Exhibit "B" for a current copy of the fees and charges. These may be amended, after review by both the Association and City Council, City of Columbus.

FEES AND CHARGES:

- A.) The fees and/or charges associated with the purchase of grave sites/lots, grave openings, monument staking, grave staking and disinterment shall be determined by the Hillside Cemetery Board and presented to the City of Columbus Council. These fees and/or charges are reviewed on an annual basis. After Council review, any suggested changes are provided to the Hillside Cemetery Association for comment and/or further recommendation. See attached for a schedule of the fees and/or charges.

Motion to accept the changes in wording on pages 6 and 11 as presented by Jim Kluetzman and seconded by Joyce Shepard. Motion carried unanimously.

FUNERALS

- A.) No Interments shall take place in the cemetery on Sundays or Holidays except in case of extreme necessity.
- B.) The Chapel shall be available upon request and reasonable notice (5) five days, to the Director of Public Works and /or Cemetery Secretary/Treasurer. (If a monument is already set on the lot and a cremation is added and the owner wants to add another monument, it will be at the owner's expense and need a variance from the Board **before** work has begun.)
- C.) Interment and Disinterment: Interment of lots are restricted to members of the family of the owners thereof, unless by permission of the Board or Secretary of Hillside Association and the written consent of the owners or heirs, if available, such written consent to be filed with the Association.
 - a. Interments and disinterments shall be permitted only by the arrangement with the Secretary of Hillside Cemetery or the Board. Interments shall be below the ground surface and in keeping with accepted cemetery custom.
 - b. A minimum of three business days advance notice of all burials must be given to the Secretary of Hillside Cemetery and /or the Director of Public Works; should the Secretary be unavailable, to allow for proper record reviews and notifications for opening and closings of gravesites.

Allowances will be made for weather conditions for services.

Motion made by Jim Kluetzman and seconded by Beth Altschwager. Motion carried unanimously.

4. Consider and take action on the proposed 2026 Schedule of Cemetery Fees. The following fee schedule was discussed for 2026.

HILLSIDE CEMETERY FEES**2025****Proposed for 2026**

CHAPEL RENT	\$ 100.00	\$200.00
GRAVE SITE SALES:	\$ 600.00 resident	\$1000.00
	\$ 700.00 non-resident	\$1200.00
MONUMENT PERMIT	\$ 100.00 PER PERMIT	\$150.00
MOUNUMENT STAKING	\$ 100.00 PER GRAVESITE	\$200.00
GRAVE STAKING	\$ 75.00 PER GRAVESITE	\$100.00
PERPETUAL CARE	\$ 200.00 PER GRAVESITE	\$300.00
ALL DISINTERNMENTS	\$ 200.00	\$400.00 EACH

PERMISSION AND CHANGE OF DEEDS	\$ 50.00 EACH OCCURRENCE
INFANTS IN BLOCK L (4 ½ ' X 2 ½ ' EA)	\$750.00 EACH OCCURRENCE
2 ND AND 3 RD CREMATIONS	\$500.00 EACH OCCURRENCE

COLUMBARIUM

RESIDENT:	\$1,200.00 PER NICHE	\$2000.00
NON-RESIDENT:	\$1,400.00 PER NICHE	\$2400.00
PERPETUAL CARE	\$ 400.00 PER NICHE	\$600.00
OPENING/CLOSING WEEKDAYS	\$ 250.00	\$250.00
OPENING/CLOSING SATURDAY	\$ 350.00	\$350.00

Dave Roelke had a question on if the fee was per lot on the infant lots in Block L and yes, it is. The lots there are smaller. Also is the \$500.00 per cremains burial on top of the lot purchase and first full burial or cremain burial? Yes that would be a separate fee for the remaining burials on an already purchased lot.

The fee schedule should help offset the revenues to the expenditures by generating a projected increase of about 30%.

Motion to accept the proposed fee schedule for 2026 by Beth Altschwager, seconded by Jim Kleutzman. Motion carried unanimously.

5. Consider and take action on the proposed 2026 Budget for Hillside Cemetery from the City of Columbus. The final 2026 budget was presented to the Board. After discussion of the Budget going from \$157,676.56 in 2024 to \$130,605.15 in 2025 to \$119,819.20 in 2026 with a tax subsidy of \$90,766.20 in 2026. The question was raised by Jim Kluetzman to Ryan Rostad as to what would happen if the Board would not accept the budget. Marcus Meyers answered out of order as no one made a motion to give him permission by vote of the Board to speak at the meeting. Therefore, what he had to say was negated.

Motion was made by Dave Roelke to accept the budget and seconded by Deborah Moungey. The vote was 7 in favor and 1 opposed. Motion carried.

New Business

6. Discussion of Daily Operations. The cemetery is on track to have a similar record as last year.

Reports

7. President's Report - Robert Link. Bob Link read a letter that he sent to Council reiterating the fact that Hillside was not included in the Budget discussions or process, and after all these months, we still do not know who legally owns the cemetery property of the 11.4 Acres that used to be the Setz farm. The property was paid for by Perpetual Funds from the cemetery account in 1983. After all the meetings and asking for information, not one person called to discuss it.

Bob also asked that the board members to bring a name or two of new people to the next meeting that might like to serve on the cemetery board.

8. Liaison's Report - Ryan Rostad. Ryan explained that not much money was given as the cemetery has added funds that can be spent from a Fund Balance with the city. This balance has approximately \$266k that would be available once the designated guidelines are established by the city.

Ryan was asked if this money had anything to do with the CDARS funds that are the revenues that come in each year for the major repairs and improvements of the Cemetery. He said no these funds are from previous years of budget monies that were not used and accumulated over time.

A discussion of the status of the Cemetery was brought up and the answer was Hillside Cemetery is a nonprofit organization that had a 501(c) 13 status until around 1992 when it lapsed, but The Federal Government indicates the license could still be re-registered if need be, for a \$500 fee. As of now the cemetery is under the city 501(c) 3 status.

Adjourn: Motion was made to adjourn by Jim Kluetzman and seconded by Dave Roelke. Motion carried. Adjourned at 8:30 pm.