

**HAMBURG TOWNSHIP  
CEMETERY COMMITTEE MEETING  
10405 MERRILL ROAD, HAMBURG, MI 48139  
MONDAY, MAY 9, 2022**

1. Call to Order  
The meeting was called to order by Chairman Negri at 9:01 a.m.
2. Roll Call of the Committee  
Present: Committee Chairman Jason Negri, Clerk Mike Dolan, Supervisor Pat Hohl  
Absent: None  
Also Present: Sexton Julie Durkin, Tony Randazzo, Duane Hoepfner, Mary Kuzner.
3. Call to the Public  
No members of the public were present.
4. Correspondence: None
5. Approval of the Agenda  
**Motion by Hohl, second by Dolan, to approve the agenda as presented.**  
Voice Vote: Ayes: 3 Nays: None Motion Carried
6. Approval of the Minutes  
**Motion by Hohl, second by Negri, to approve the April 1, 2022 minutes as presented.**  
Voice Vote: Ayes: 3 Nays: None Motion Carried
7. Unfinished Business:

**A. Cemetery Job Responsibilities Communication**

Cemetery Sexton Julie Durkin stated that she would notify Tony Randazzo when a burial was taking place or when the installation of a foundation was necessary. Tony stated that he would copy Julie on communications between himself and the building and grounds crew. It was determined that Julie and the grounds crew would confirm the accuracy of burial/foundation locations with the funeral home.

## **B. Cemetery and Mausoleum Maintenance and Upkeep**

Sexton Julie Durkin stated that she would continue to oversee the lawn care maintenance with A2Z as well as maintenance of the mausoleum through Cold Spring. Tony stated that he would be in charge of directing the building and grounds crew with regards to the tree trimming and snow removal. He also stated that Building and Grounds would take care of removing grave blankets after March 1<sup>st</sup> of each year as well as filling and seeding the lawns after the first mow of each season for all 4 cemeteries. Julie said she will look into obtaining a draped urn stand. Clerk Dolan informed everyone that he would send them a copy of the reassigned information flowchart.

### **8. New Business:**

#### **A. Corner Markings**

Discussion was held regarding corner markings of graves/lots. It was determined that Sexton Durkin will review the 2001 contract with Garlock & Smith and will contact them to obtain a proposal to block corners and mark with metal and to provide copies of original survey maps to locate corners.

### **9. Committee Comments**

Tony Randazzo stated that Duane Hoepfner has access to a grid and probe. Clerk Dolan stated that Mark Bennett would be present for one more burial.

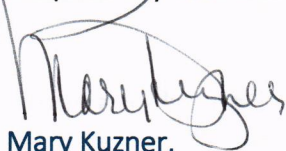
### **10. Adjournment**

**Motion by Hohl, second by Negri, to adjourn.**

Voice Vote: Ayes: 3 Nays: None Motion Carried

Meeting adjourned at 9:31 a.m.

Respectfully submitted,



Mary Kuzner,  
Deputy Clerk