

Lewiston Urban Forestry and Cemetery Commission Minutes

April 30th, 2019 – 5:30 pm

Lewiston Community Center – 1424 Main Street, Lewiston

1. **CALL TO ORDER**

Roll Call

Malcom

Bill Malcom, Maxine Miller, Elizabeth Goetzinger, Julia Barrett, Bob Brown
Commission Members Absent: Shirley Phillips
City Staff: Tim Barker, Brian Jarolimek
City Council Liaison Absent: Jim Kleeburg
Citizen Guest: Shawn Stubbers

Meeting called to order at 5:32 PM.

2. **CITIZEN COMMENTS**

This is an opportunity for citizens to address the Commission on agenda items or other items they wish to bring to the attention of the Commission or Staff. Malcom

Shawn Stubbers, City Engineer with the City of Lewiston, came in to talk to Commission members about the City of Lewiston's upcoming Water/Wastewater bond election. He went over the two separate bond issues, including the maintenance that is needed at both facilities, the financing that the City has acquired through the State, and the likelihood of utility rate increases if the bond does not pass. Commissioners asked a few clarifying questions and took printed materials with them for reference.

3. **CONSENT AGENDA**

A. Approval of Minutes from March 26th, 2019

Malcom

Miller motioned to approve, Goetzinger seconded. All approved.

4. **REPORTS** Presentations, Communications and Correspondence

A. Cemetery & Urban Forestry Monthly Reports

Barker

Commission members went over the March monthly reports for the Cemetery and Urban Forestry. Jarolimek gave a brief overview of what he has been working on, telling the Commission that he has been busy planting trees, including three or four in the cemetery, and busy working on the Arbor Day festivities.

In discussing the Cemetery monthly report, Malcom asked how things had changed with Memorial Monuments doing more work at the cemetery. Bourassa said that it hasn't impacted her job too much, citing specific changes in procedure, and she and Barker said they haven't had any major issues with the change.

Barker mentioned that he started the individual budget meetings last week with the City Manager and Finance Department. He said one of his first meetings was in regards to the cemetery. Barker re-iterated that there is \$35,000 in the budget for cemetery improvements, which will be used on improvements to the mausoleum (stucco, windows, doors, etc.). He said they are hoping those projects do not end up totaling \$35,000 and that there is some money left for other smaller projects, such as benches and garbage cans throughout the cemetery.

Barker also told the Commission that the City Manager and Finance is supporting the continuation of \$25,000 next year to put towards additional projects at the cemetery. He said that he did ask for additional funds for inmates, as those costs continue to rise. The City is looking at increasing their contribution from the general fund to help support and offset some of the cemetery costs.

Miller brought up some decoys that she found located at a school in Tacoma that would likely be successful as goose deterrents at the cemetery. Commission members discussed different options for who could fabricate the decoys and how they could hopefully resolve the issues at the cemetery.

Goetzing asked about the glass that is at the south end of the cemetery. After some discussion, Barker said we will look into having the glass removed.

5. ACTION ITEMS

A. NEW BUSINESS

i. Cemetery Maintenance/Irrigation Update

Barker

Barker said that the cemetery is planning on running off of domestic water, but one issue is that he is not sure that the City system can provide the water pressure that the well used to. He also said that hopefully the water will be turned on in the next week or so.

Barker updated the Commission on the inmate labor, stating that the cemetery is running with 10 inmates doing maintenance 2 days per week because LCSC decided not to utilize inmate labor on campus this year. He said he is hoping to get them in the cemetery working more days per week, but is not sure that is an option. He said the goal right now is to get everything looking better before Memorial Day.

ii. Legacy Tree Form

Jarolimek

Jarolimek went over a draft of a new form that he had created for ordering Legacy Trees. He mentioned that he would like to adjust the cost of the program, as the current cost (\$250) does not create any revenue, and usually doesn't even cover the cost of the tree and the plaque. Throughout some discussion, it was decided that a possible solution would be to take the option of purchasing a new tree off of the form and only offer a plaque or a bench, which would be placed at an existing tree. It was also decided that if the City decides to keep planting a new tree as an option, the tree should only be replaced once by the City, not in perpetuity, and any benches and plaques should not be replaced by the City. Barrett brought up dedicating a new tree, but instead of the purchaser choosing the type of tree and where it was planted, s/he would have to contact Jarolimek and they could pick from what was already being planted by him.

Barker told Jarolimek to take some of the suggestions from this meeting and incorporate them into a new form that the Commission can review in June.

B. OLD BUSINESS

i. Cemetery Code Update

Barker

Barker said the first reading of the Cemetery Code was last Monday, which went well and there were no questions. There was no follow-up as far as comments from the work session, so the 2nd and 3rd readings will be on the May 13th at 6 PM, and the Code will likely be adopted after those. He said the Rules and Regulations would go into effect at that time, so the next day we would post those on the website.

ii. Arbor Day

Jarolimek

Jarolimek said that the Arbor Day presentation went well, and that he was able to surprise Phil and Marion Shinn with their awards. He said Steve Branting gave a speech about Phil and Marion and the Mayor was there along with approximately 20 citizens. Jarolimek also mentioned that he handed out 50 tree seedlings to the school in Genesee, and they are planning on a field trip to Lewiston for Arbor Day next year.

iii. Cemetery Pruning Event

Miller/
Jarolimek

Miller and Jarolimek said that they have the date set for May 15th and the Arbor Day Bulletin is available to pass out at the event. During this discussion, a time (12:00-1:00 PM) and a location (just south of the mausoleum) were planned for the event. Miller and Jarolimek will meet on Monday, May 6th, to plan the event further and get the information out to the community.

iv. Awards for Excellence

Miller

Miller said that she has the letter and is ready to present the award. After some discussion, Miller was given the contact information for the head of the facility receiving the award, and said she would contact him to see when we could set up an event to present it to them.

v. Tree Plaque Update

Malcom

Malcom did not have an update on the tree plaques, but said that he went to the Congressional Cemetery in Washington, D.C., so he brought some brochures back and shared those with the group.

6. COMMISSION MEMBER COMMENTS

Brown brought up an idea that he had and asked if it would be feasible to set up a dedicated fund for the replacement of trees that people could donate to, perhaps when they pass away. He said it would be dedicated to that purpose and managed by the City. Other members agreed that this was an interesting idea and would be worth exploring.

Brown also asked how many other cemeteries were in this urban area, and other members gave him a brief overview of Lewis-Clark Memorial Gardens, and the differences between that cemetery and Normal Hill (privately owned vs. City-run, etc.).

Brown discussed composting of human remains and his thoughts regarding burial, cremation, and composting. He also used a couple of personal examples of death in his family to illustrate his points. Other members also relayed information on ideas for the future of the cemetery to Brown that related to the discussion.

Barrett had to leave the meeting in the middle of the above discussion, at 7:18 PM.

7. CITY COUNCIL LIAISON COMMENTS

None.

8. NEXT MEETING

A. Tuesday, May 21st at the Normal Hill Cemetery

9. FUTURE AGENDA TOPICS

- A. Educational Topics from the Urban Forester
- B. Advisory Commission Review

10. ADJOURNMENT

Goetzingler motioned to adjourn, Miller seconded. Meeting adjourned at 7:25 PM.

Jenny Bourassa, Recording Secretary

Date