

# Lewiston Urban Forestry and Cemetery Commission Minutes

May 21<sup>st</sup>, 2019 – 5:30 pm

Normal Hill Cemetery – 1122 7<sup>th</sup> Street, Lewiston

1. **CALL TO ORDER**

Roll Call

Malcom

Bill Malcom, Elizabeth Goetzinger, Maxine Miller, Shirley Phillips, Bob Brown  
Commission Members Absent: Julia Barrett  
City Staff: Corky Fazio, Mike Harwick  
City Council Liaison: Jim Kleeburg  
City Council Member Present: Ged Randall

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

None.

3. **CONSENT AGENDA**

A. Approval of Minutes from April 30<sup>th</sup>, 2019

Malcom

Miller motioned to approve. Goetzinger seconded. All approved.

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

A. Cemetery & Urban Forestry Monthly Reports

Fazio

Fazio said that Jarolimek has finished planting trees throughout the City, and has done a lot of work in the cemetery. He has done some corrective pruning and has a list of trees marked for removal. Fazio said that they have a request from Little League to remove some trees from Little Clearwater as well, as the trees have grown up into the lights.

Fazio said the cemetery is a challenge this year maintenance-wise. He explained how LCSC has stopped using inmate labor, so the cemetery is using a full crew two days per week. He explained how it is difficult to keep up the maintenance with this plan, between the available equipment for the increased number of inmates as well as Chad having to do tasks that pull him away from mowing. Fazio explained the cemetery budget versus the needs, and how much money the needs would cost. He also explained the potential issues with the water this year, and with the expansion, due to switching from the well to domestic water.

Throughout the above conversation, Harwick came in at 5:43 PM, and Kleeburg came at 5:47 PM.

Phillips asked for clarification on LCSC not utilizing inmate labor, as the Commission members were told at the last meeting that the decision still had not been made. Fazio explained that a risk assessment came back that makes it impossible for inmate labor to be utilized at the college at this time, so it is no longer an option for the cemetery to split a crew with LCSC four days a week. Brown came into the meeting at this time, 5:50 PM.

Malcom asked about the possibility of having seasonal labor instead of inmate labor. Fazio explained that it is difficult to find people who want to push mow for \$10/hour, but it is an option that has been discussed.

Fazio also talked to the Commission about how the Parks Department has been spraying chemicals at the cemetery, which included a broadleaf spray to kill weeds, iron to green it up, and a growth regulator to try to slow the growth of the grass. He said that the inmates have been able to catch up on some of the maintenance and the cemetery is looking a bit better than it has been.

Miller and Fazio discussed the budget, and the fact that the revenue generated by the cemetery does not cover the maintenance costs. Fazio said that the cemetery is a quasi-enterprise fund, so he is unable to take money from the Parks Department for the cemetery, but there are other options (establishing a cemetery district, etc.) that may need to be discussed.

Fazio said that another issue the cemetery faces is a lack of inventory. He said that like any other business, if the selection is not there, the customer may choose to go to a different cemetery. Malcom said that a buyback program and the grave reclamation project will be a good way for the cemetery to get more inventory.

Goetzing asked Fazio to clarify that the cemetery would need five workers just to get the grass mowed each week. Fazio explained, in detail, why the cemetery would need that many people to get the mowing done, as there are several obstructions in the mowing (headstones, trees, shrubs, etc.), and it is not as simple as mowing at other locations.

Miller asked Fazio if more money was needed for maintenance, and he said definitely. There was a discussion about how much money he believed was necessary and that the number given was only for more employees, not for more equipment. Fazio discussed the different maintenance that could be completed if there were more employees available, and the amount of money that would be needed for full-time Laborer positions. Fazio also explained an overview of the cemetery budget, including the current operating budget.

There was other discussion regarding the cemetery expansion and the Master Plan, as well as different funding options that could be explored.

## **5. ACTION ITEMS**

### **A. NEW BUSINESS**

- |                                       |        |
|---------------------------------------|--------|
| i. Cemetery Walk-Through              | Fazio  |
| ii. State Tree Grove Kiosk Dedication | Malcom |

At 6:15 PM, members left the cemetery office and went to the kiosk dedication located at the corner of 7<sup>th</sup> Street and State Tree Lane. After the dedication, members discussed a few items and looked around the cemetery, from that location, prior to adjourning.

**6. COMMISSION MEMBER COMMENTS**

None.

**7. CITY COUNCIL LIAISON COMMENTS**

None.

**8. NEXT MEETING**

A. Tuesday, June 25<sup>th</sup> at the Lewiston Community Center

**9. FUTURE AGENDA TOPICS**

A. Educational Topics from the Urban Forester

B. Advisory Commission Review

**10. ADJOURNMENT**

Miller motioned to adjourn, Goetzinger seconded. Meeting adjourned at 6:42 PM.

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Jenny Bourassa, Recording Secretary

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Date