

**LEGISLATIVE/LICENSING COMMITTEE MEETING**

**CALEDONIA VILLAGE HALL**

**5043 CHESTER LANE, RACINE, WI 53402**

**Monday, October 21, 2019**

**1. Call to Order**

Trustee Wanggaard called the meeting to order at 5:15 p.m. In attendance were:

**Committee Members:** Trustee Dave Prott and Trustee Kevin Wanggaard.

**Absent:** None.

**Department Managers:** Clerk Karie Pope, Administrator Tom Christensen, HR Director/ Asst. Administrator Toni Muisse, Finance Manager Kathy Kasper, Attorney Elaine Ekes and Attorney Tyler Helsel. Also present were President Dobbs, Trustee Stillman, Trustee Wishau, Trustee Martin and Trustee Weatherston.

**2. Approval of minutes**

Trustee Wanggaard motioned to approve the minutes as printed from September 9, 2019. Trustee Prott seconded. Motion carried unanimously.

**3. Cemetery Ordinance and Policy Revisions**

Attorney Helsel was present and overviewed the revisions that have been made thus far.

The position of Sexton has been eliminated and has been re-organized as a Park Director role. The record keeping and financing functions will be delegated to the Village Clerk. Compensation for the Park Director is not specified in the Ordinance and would be discussed at a Personnel Committee meeting.

Currently, the remains must be in a casket enclosed in a grave box or vault made of concrete, marble or rustproof metal. Cremated remains must be placed in an urn, and buried in a vault made of concrete, marble or rustproof metal. Burials are limited to one casket per lot or two cremated remains can be buried per lot. You may also have a combination of one casket and one urn. Currently, the Village does not allow green burials, which is a process that involves wrapping the body and burying it as is, or in a wooden casket. There was further discussion on how bodies could be buried and what the Ordinance allows. Trustee Martin was in favor of green burials, and wanted to explore the option. Attorney Helsel stated he would look more into green burials.

The revisions also included the elimination of gravestones and monuments larger than 3 ½ inches so that mowers are able to go over those types of markers. It reduces cost for maintenance, and is cleaner in appearance. If the plot was purchased prior to the Ordinance revision than the gravestone could exceed the specified measurement, however if the monument is broken it would need to be replaced according to Ordinance specifications. The Village has no obligation to replace gravestones, and may take action on any that are deemed unsafe. There was some disagreement with the gravestones being 3 ½ inches in height, and it was proposed to decrease the measurement and make it completely flush with ground. There was also discussion on allowing Monuments, but they would need to be larger in size (IE a family monument).

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Muise spoke of repairing monuments, and costs associated with replacing them. She explained the process in which monuments are repaired. The older fallen monuments are laid down and reset into concrete. There are warranties on the monuments, and we could use those to track owners, but is difficult when some markets are from the 1800s. There was further discussion regarding maintenance and repair of the cemetery.

Attorney Helsel reviewed fees which are set by Resolution, and will need to be updated to reflect the Ordinance and suggested changes to the fee schedule. There was discussion regarding removing the opening and closing fees from our fee schedule because the money is not run through the Village. Trustee Wanggaard felt the opening/closing fees should remain on the fee schedule because it would be irresponsible to not be aware of the costs associated with burials in the Village run cemetery. The updated rules and fees will be sent to local Funeral Directors so they are aware of the modifications.

Trustee Prott wanted to make sure the Village was covering their costs, but by no means wanted to gouge families and wanted to be upfront with the total costs involved. The goal is to raise the fees to be more in line with surrounding municipalities.

This will be coming back to the next Legislative & Licensing Committee meeting.

**4. Fence Variance Ordinance**

This item was laid over.

**5. Driveway Variance Ordinance**

This item was laid over.

**6. Adjournment**

There being no further business, Trustee Prott motioned to adjourn the meeting at 5:56 p.m. Trustee Wanggaard seconded. Motion carried unanimously.

Respectfully submitted, Joslyn Hoeffert, Deputy Village Clerk