

**MINUTES  
CEMETERY BOARD**

**ITEM 1: CALL TO ORDER/ROLL CALL**

The January 19, 2009, regularly scheduled meeting of the Cemetery Board was called to order by Pam Griffith at 6:00 p.m.

Those present were:

Randy Corbin  
Debbie Chappell  
Pam Griffith  
Sharon Ferguson – Ex-Officio

Others: Nick Nazar, Chace Cottrell

**ITEM 2: CONSIDER APPROVAL OF AGENDA**

Randy Corbin made the motion to approve the Agenda as presented. Debbie Chappell seconded the motion.

Board Polled:

Corbin	Yes
Chappell	Yes
Griffith	Yes

Motion carried.

**ITEM 3: CONSIDER APPROVAL OF MINUTES  
November 20, 2008  
November 25, 2008**

Randy Corbin made the motion to approve the minutes of November 20, 2008 and November 25, 2008. Debbie Chappell seconded the motion.

Board Polled:

Corbin	Yes
Chappell	Yes
Griffith	Yes

Motion carried.

**ITEM 4: DISCUSSION AND POSSIBLE ACTION ON ELECTION OF CHAIRMAN AND VICE-CHAIRMAN**

Randy Corbin made the motion to elect Pam Griffith as Chairman. Debbie Chappell seconded the motion.

Board Polled:

Corbin	Yes
Chappell	Yes
Griffith	Yes

Motion carried.

Debbie Chappell made the motion to elect Randy Corbin as Vice Chairman. Pam Griffith seconded the motion.

Board Polled:

Corbin	Yes
Chappell	Yes
Griffith	Yes

Motion carried.

**ITEM 5: DISCUSSION AND POSSIBLE ACTION ON FUTURE CEMETERY PLANS**

Chase Cottrell presented a draft of a sketch plan for the cemetery. The Special Use Permit application will go before the Planning Commission on January 26, 2009 with the sketch plan being submitted. Chase will revise sketch to show an exit onto 24<sup>th</sup> Street along with roadway making a square or block for turn around purposes. (see attached sketch)

Nick will bring back estimate to next meeting on cost of asphaltting road into cemetery. City will also work on getting driveway permit from the State for the entrance off of Highway 62.

City Council had requested that the Cemetery Board speak with a Cemetery Planner. City Engineer will do the environmental study.

Next Cemetery Board Agenda will have an item regarding the selection of Sullivan Engineering to do the Environmental Study along with choosing a Cemetery Planner to consult with.

After discussion, Debbie Chappell made the motion to recommend to the City Council that the cemetery be named "Newcastle Memorial Gardens". Randy Corbin seconded the motion.

Board Polled:

Corbin	Yes
Chappell	Yes
Griffith	Yes

Motion carried.

**ITEM 6: DISCUSSION AND POSSIBLE ACTION ON SETTING MEETING DATE FOR NEXT SPECIAL MEETING**

The next Special Meeting date is set for Tuesday, February 10, 2009, at 4:00.

**ITEM 7: CITIZENS COMMENTS**

None

**ITEM 8: NEW BUSINESS**

None

**ITEM 9: OLD BUSINESS**

None

**ITEM 10: ADJOURNMENT**

Randy Corbin made the motion to adjourn the meeting at 6:55 p.m. Debbie Chappell seconded the motion.

Board Polled:

Corbin	Yes
Chappell	Yes
Griffith	Yes

Motion carried.