

City of Hastings
COUNTY OF BARRY, STATE OF MICHIGAN

**Riverside Cemetery Preservation Advisory Board Meeting Agenda
April 9, 2025**

1. Call to Order
2. Roll Call
3. Pledge of Allegiance.
4. Approval of the Agenda.
5. Approval of the Minutes of the meeting of February 12, 2025.
6. Public comment and communications.
7. Sexton Update
8. Unfinished Business.
 - A. Discuss the Memorial Space, and next phases.
 - B. Discuss expanding burial plots West of the Memorial Space.
 - C. Discuss cremation plots on former house location.
 - D. Chapel discussion.
 - E. Fence repair discussion, located by the drain on the southeast side of the Cemetery.
9. New Business
 - A. Discuss the repair cost for the Chapel.
 - B. Barry County Foundation (BCF) Funds Reports for February 2025.
 - C. City Cemetery Fund FY 24-25 Revenues and Expenditures through February 2025.
10. Board member comments.

11. Public Comment.

12. Adjourn

Guidelines for Public Comment

Public Comment is welcomed and appreciated. Please follow these simple guidelines to ensure all have an opportunity to be heard.

All comments and questions will be made through the chair. All comments will be made in a courteous and civil manner; profanity and personal attacks will not be tolerated. Please limit the length of your comments to 3 minutes. If you are a member of a group, please appoint a spokesperson to speak on behalf of the group (those speaking on behalf of a group may be provided additional time). Please state your name before offering comment.

City of Hastings
COUNTY OF BARRY, STATE OF MICHIGAN

**Riverside Cemetery Preservation Advisory Board Meeting Minutes
February 12, 2025**

1. Call to Order: Called to Order by Mayor Tossava at 2:58 PM
2. Roll Call: Buehl, Gettys, Watson, Perin, Mayor Tossava. Absent Coleman
3. Pledge of Allegiance.
4. Approval of the Agenda.

Motion by Tossava and supported by Buehl to move line item 9B to 5A of the agenda and approve the agenda for the Riverside Cemetery Preservation Advisory Board. All ayes, motion carried.

5. Approval of the Minutes of the meeting of December 12, 2024.

Motion by Buehl and supported by Mayor Tossava to approve the minutes from the December 11, 2024 meeting, All ayes, motion carried.

A. Discuss election of vacant Cemetery Board chairperson position.

Motion by Mayor Tossava and supported by Linda Watson to nominate Jeff Buehl as Board Chairperson, Dave Coleman as Vice Chairperson and Amy Hubbell as Secretary. All ayes, motion passed.

6. Public comment and communications.

None

7. Sexton Update

Discussed clean up and future budget

8. Unfinished Business.

9. New Business

- A. Travis Tate no longer works for the City of Hastings as of February 7, 2025. When a new DPS Director has been hired, this person will come to the next Cemetery Board meeting after their start date. In the interim, Rob Neil, Street Superintendent, will attend the meetings.
- B. Discuss expansion of Riverside Cemetery burial zoning to the recently cleared West Country Club Drive corner.

Discussed expanding burial plots at the corner of County Club Drive and also on the North side of the memorial space.

- C. Barry County Foundation (BCF) Funds Reports for January 2025.
- D. City Cemetery Fund FY 24-25 Revenues and Expenditures through January 2025.

10. Board member comments.

Linda Watson opened a discussion on the repair of the chapel. Motion by Gettys and supported by Watson to power wash, tuck point and repair flashing as long as the cost is under \$4000. Roll call vote. Motion passed 3 to 2.

11. Public Comment.

None

12. Adjourn

Motion by Gettys and supported by Watson to adjourn the meeting at 3:50 PM. Next meeting will be held on March 12, 2025.

Guidelines for Public Comment

Public Comment is welcomed and appreciated. Please follow these simple guidelines to ensure all have an opportunity to be heard.

All comments and questions will be made through the chair. All comments will be made in a courteous and civil manner; profanity and personal attacks will not be tolerated. Please limit the length of your comments to 3 minutes. If you are a member of a group, please appoint a spokesperson to speak on behalf of the group (those speaking on behalf of a group may be provided additional time). Please state your name before offering comment.

CITY OF HASTINGS
DETAIL REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2025

FUND 209 - CEMETERY FUND

	THIS MONTH ACTUAL 28-FEB-25	THIS YEAR FISCAL YTD 28-FEB-25	REVISED BUDGET 2024-2025	THIS YEAR YTD % OF BUDGET	LAST YEAR FISCAL YTD 29-FEB-24	REVISED BUDGET 2023-2024	LAST YEAR YTD % OF BUDGET	LAST YEAR FULL YEAR ACTUAL
REVENUES								
209-100-403-000 CURRENT PRPTY TAXES - CEMETERY	420.76	191,224.47	196,069	98%	198,730.97	207,480	96%	204,594.86
209-100-412-000 DELINQUENT PERSONAL PROP TAXES	.00	.00	100	0%	.00	100	0%	.00
209-100-432-000 PAYMNT IN LIEU OF TAXES (PILT)	.00	1,047.56	960	109%	954.99	900	106%	954.99
209-100-437-000 INDUSTRIAL FACILITIES TAXES	.00	1,552.65	2,750	56%	1,923.37	2,900	66%	1,923.37
209-100-445-000 PENALTIES & INTEREST ON TAXES	24.23	1,105.42	400	276%	130.18	400	33%	475.72
209-100-496-000 BURIAL OPEN/CLOSE FEES	700.00	9,000.00	12,000	75%	5,300.00	12,000	44%	11,225.00
209-100-573-000 LOCAL COMM STABILIZATION SHARE	.00	.00	1,000	0%	.00	1,000	0%	.00
209-100-629-000 MONUMENT FOUNDATION FEES	.00	5,332.80	7,000	76%	3,590.40	7,000	51%	6,006.88
209-100-642-000 CEMETERY BURIAL RIGHTS SALES	.00	3,050.00	10,000	31%	3,900.00	10,000	39%	8,700.00
209-100-665-000 INTEREST EARNED ON DEP & INVST	.00	2,984.33	7,500	40%	11,633.07	3,000	388%	17,594.33
209-100-676-000 REMIBURSEMENT OF EXPENDITURES	.00	3,000.00	36,000	8%	.00	0	0%	.00
209-100-677-000 INSURANCE CLAIMS/REIMBURSEMNTS	.00	.00	0	0%	3,693.00	0	0%	3,693.00
TOTAL REVENUES	1,144.99	218,297.23	273,779	80%	229,855.98	244,780	94%	255,168.15
TOTAL REVENUE & INCOMING TRANSFERS	1,144.99	218,297.23	273,779	80%	229,855.98	244,780	94%	255,168.15

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CEMETERY								
209-567-703-000 ADMINISTRATR/SUPERVSR SALARIES	715.38	5,007.66	9,700	52%	6,158.17	9,300	66%	8,788.55
209-567-704-000 PART-TIME WAGES	.00	.00	0	0%	.00	5,000	0%	.00
209-567-709-000 SOCIAL SECURITY TAXES	54.30	381.83	742	51%	465.45	1,094	43%	663.68
209-567-716-000 MERS DEFINED CONTRIBUTIONS	30.98	216.88	436	50%	252.99	380	67%	362.21
209-567-717-010 MERS DEFINED BENEFIT HYBRID	60.84	223.36	534	42%	374.15	551	68%	556.57
209-567-718-000 HEALTH INSURANCE - PREMIUMS	(55.84)	(121.96)	710	(17%)	438.64	687	64%	601.24
209-567-718-010 HEALTH INSURANCE - HSA	3.57	20.43	0	0%	21.35	0	0%	30.21
209-567-719-000 DENTAL INSURANCE PREMIUM	5.84	42.89	35	122%	243.83	35	697%	255.11
209-567-724-000 LIFE INSURANCE	1.17	7.04	14	50%	9.36	12	78%	12.87
209-567-751-000 OPERATING SUPPLIES	.00	.00	1,000	0%	129.50	1,000	13%	368.98
209-567-756-000 REPAIR & MAINTENANCE SUPPLIES	.00	.00	100	0%	25.58	100	26%	25.58
209-567-777-000 OFFICE SUPPLIES	.00	.00	100	0%	19.66	100	20%	19.66
209-567-801-000 PROFESSIONAL SERVICES	.00	.00	0	0%	.00	0	0%	242.50
209-567-807-000 ARCHITECT SERVICES	.00	.00	0	0%	4,518.00	0	0%	4,518.00
209-567-808-000 SEXTON CONTRACTED SERVICES	6,937.50	48,562.50	93,000	52%	48,562.50	90,000	54%	83,250.00
209-567-826-000 OPEN/CLOSING SERVICES	700.00	9,100.00	12,000	76%	5,000.00	12,000	42%	11,400.00
209-567-849-000 CELL PHONE/STIPEND	.00	.00	36	0%	24.00	36	67%	30.00
209-567-851-000 MAIL/POSTAGE	.00	.00	100	0%	.00	100	0%	.00
209-567-900-000 PRINTING AND PUBLISHING	.00	.00	500	0%	536.57	500	107%	536.57
209-567-915-000 MEMBERSHIPS	.00	.00	45	0%	.00	45	0%	.00
209-567-918-000 WATER/SEWER	.00	289.80	500	58%	137.24	500	27%	151.60
209-567-920-000 ELECTRIC	.00	233.92	400	58%	233.55	400	58%	349.55
209-567-929-000 GROUNDS REPAIR AND MAINTENANCE	.00	1,900.00	12,000	16%	.00	12,000	0%	8,837.00
209-567-929-010 MONUMENT FOUND SETTINGS & REP	.00	42,403.76	40,000	106%	43,269.12	40,000	108%	47,331.20
209-567-929-020 TREE TRIMMING AND REMOVALS	.00	.00	2,500	0%	1,837.30	2,500	73%	1,837.30
209-567-933-000 SOFTWARE MAINTENANCE AGREEMNTS	.00	.00	650	0%	.00	650	0%	716.00
209-567-935-000 PROPERTY LIABILITY INSURANCE	.00	442.00	500	88%	399.00	500	80%	399.00
209-567-939-000 WORKERS COMPENSATION INSURANCE	.00	26.01	60	43%	36.04	60	60%	36.04
209-567-940-000 EQUIPMENT FUND RENTALS	.00	480.72	1,000	48%	.00	1,000	0%	.00
209-567-947-000 GIS SERVICES	.00	.00	500	0%	.00	500	0%	.00
209-567-965-000 PROPERTY TAX REIMBURSEMENT	.00	.00	200	0%	.00	200	0%	.00
209-567-974-000 LAND IMPROVEMENTS - DEPRECIABL	9,000.00	102,823.40	125,000	82%	.00	89,850	0%	12,430.00
209-567-974-010 LAND IMPROVEMENTS - NON-DEPRCB	.00	.00	10,000	0%	.00	10,000	0%	.00
TOTAL CEMETERY	17,453.74	212,040.02	312,362	68%	112,692.00	279,100	40%	183,749.42

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TOTAL EXPENDITURES & OUT TRANSFERS	17,453.74	212,040.02	312,362	68%	112,692.00	279,100	40%	183,749.42
NET REVENUES OVER EXPENDITURES	(16,308.75)	6,257.21	(38,583)		117,163.98	(34,320)		71,418.73