

MINUTES OF CEMETERY PRESERVATION COMMISSION MEETING
CITY OF KENNESAW
City Hall Training Room
(2529 J.O. Stephenson Avenue, Kennesaw, GA 30144)
March 14, 2024
4:00 PM

1. Call to Order / Roll Call

Chairman Lewis Bramlett called the meeting to order at 4:00 p.m. Commission members present were Lizz Gray, Jim Poole, and Rebecca Carlson. City liaisons present included Assistant Public Works Director Tim Cox, Councilmember Pat Ferris, City Clerk Lea Alvarez, and Deputy City Clerk Christie Burgner. Kennesaw Cemetery Foundation President Stephen King was also present.

2. Approval of the Meeting Minutes

Commissioner Poole moved to approve the February 2024 Cemetery Preservation Commission draft minutes. Vice Chair Gray seconded the motion.

Vote taken, unanimously approved (3:0). Motion passed.

3. Financial Report

A. Receipt of February 2024 Financials

Vice Chair Gray moved to approve the February 2024 Cemetery Preservation Commission financials. Commissioner Poole seconded the motion.

Vote taken, unanimously approved (3:0). Motion passed.

4. Cemetery Preservation Foundation Update

Cemetery Preservation Foundation President Stephen King provided the Commission with an update of the Foundation's February meeting where Andrew Bramlett was elected Secretary and Michelle Newman was elected Treasurer with all aspects of the financial transfer of powers complete. Mr. King advised the Foundation had provided a check to the Commission for the rebar markers.

5. Old Business

A. Temporary Grave Markers Received

Deputy City Clerk Christie Burgner advised that the temporary grave markers had been ordered and received. Photos of the first temporary marker at James Whitcher's grave site were provided.

B. Decoration Day Application Submitted

Deputy City Clerk Christie Burgner reviewed the application that was sent to the Events

Committee and will be heard at the April Events Committee meeting. Discussion held regarding promotional materials to be used for increased resident participation with Decoration Day. Consensus was that no letters would be mailed, and the City would promote on social media and with information at the cemetery kiosks. Commissioner Carlson will reach out to the Kennesaw State University administration department for increased participation. Chairman Bramlett inquired as to what participants should bring with the answer from Ms. Alvarez as gloves.

C. Emerald Green Arborvitae Planted

Deputy City Clerk Chirstie Burgner provided photos of the placement of the Emerald Green Arborvitae that have currently been planted at the cemetery. Assistant Public Works Director Tim Cox advised the remaining 17 trees would be placed soon. Vice Chair Gray inquired about the plaques. Mr. Cox advised those would be placed after all trees were planted.

6. New Business

7. Staff Comment

City Clerk Lea Alvarez advised that Centerline was finalizing the survey. There are still some missing survey pins, but a crew was working at the cemetery today to rectify that. The survey pins have been a lot of work for Assistant Public Works Director Tim Cox as some are very visible, some below ground, and some are encased in concrete. There is quite a bit more work to be done before the rebar caps are purchased.

Mr. Cox advised for the Public Works Department. By the end of the week all azaleas should be in place at the scatter garden. Mr. Cox recapped the monies Public Works has spent at the cemetery. The gravel path that dead ends at the Camp McDonald property will be removed as it continually washes away and causes maintenance issues; sod will be placed where the gravel now is. Vice Chair Gray thanked Mr. Cox for his assistance with the cemetery.

Councilmember Ferris reminded the commission that budget review is fast approaching, and the project list should be reviewed for potential to be included in the next budget.

Mr. Cox advised that the company which provided the initial quote of \$350 for stump grinding then increased the price later. Mr. Cox has met with two other companies regarding the stump in the Collins lot with removal prices ranging from \$650 - \$750. Commissioner Carlson moved to allow Mr. Cox to have stump removed with the company he deems best suited. Vice Chair Gray seconded the motion. Vote taken, unanimously approved (3:0). Motion passed.

A. Headstone Maintenance Update

Ms. Burgner advised of the determination to utilize a monument company to assist with the two headstones that were being affected by tree stumps/roots. Ms. Alvarez relayed the need to reprioritize the list of headstone projects. Chairman Bramlett inquired with Mr. King about the Foundation's thoughts. Mr. King advised the monies were given for

headstones in need of maintenance and, as long as that is how the monies were used, then he approved. Further discussion held regarding historical markers in need of repair. Mr. King inquired about families who maintain their family lots at the cemetery, Ms. Alvarez advised if families have questions regarding lot maintenance, they should contact the City Clerk's office.

8. Adjourn

Chairman Bramlett adjourned the meeting at 4:44 p.m.