

Milford Community Cemetery Board
Minutes of Meeting
April 22, 2022

The Milford Community Cemetery Board of the City of Milford was held in the Joseph Ronnie Rogers Council Chambers at Milford City Hall, 201 South Walnut Street, Milford, DE 19963 on Friday, April 22, 2022. The meeting was available for public view and participation as permitted.

PRESIDING: Mayor Archie Campbell

IN ATTENDANCE: Members Scott Sipple, Brad Dennehy, Mark Whitfield, Danny Skinner

STAFF: Deputy City Clerk Katrina White

Absent: Brad Dennehy, Jean Wylie, Todd Culotta

Mayor Campbell called to order the Milford Community Cemetery Board meeting at 8:45 a.m.

Minutes

City Manager Whitfield made the motion to approve the July 30, 2021, October 22, 2021 and January 21, 2022 meeting minutes. Mr. Sipple seconded. The motion carried unanimously.

Unfinished Business

Maintenance Report

City Manager Whitfield reported a spring cleaning was done the week of March 14, 2022 and that grass cutting had begun. Director Dennehy has met with the City Engineer to get a cost estimate for installing new roads in the cemetery which is eligible for funding through the State Bond Bill and the deadline for the application is May 15. Director Dennehy has also gotten a proposal for the demolition of the old shed that is in the cemetery which is included in the packet and he is still working on the signage for the cemetery.

There was a discussion on cemetery gravesites cleanup. City Manager Whitfield suggested that a notice be sent out stating that the Community Cemetery Board has decided and/or authorized the removal of any unauthorized landscaping materials that have been placed on the graves and they will be removed by a specific date if the lot owners don't remove them. If there are any concerns the Cemetery Board will meet again on the specific date and invite the lot owners to come and express their concerns and opinions.

New Business

Official award of grass-cutting contract (See memo and contracts in the packet.)

City Manager Whitfield made the motion to approve 3PM LLC, Parker & Parker Property Management, LLC, for the grass-cutting services for the 2022 mowing season. Mr. Skinner seconded. The motion carried unanimously.

Demolition of dilapidated storage

City Manager Whitfield reported that the permit cost will be \$50 and including the demolition and removal fees the total cost will be \$11,750. (See memo in the packet.)

City Manager Whitfield made the motion to authorize Director Dennehy to proceed with the demolition of the building at a cost not to exceed \$11,750. Mr. Sipple seconded. The motion carried unanimously.

Next Meetings:

July 15, 2022

October 21, 2022

Adjournment

With no further business, Mayor Campbell called for a motion to adjourn. Mr. Sipple made a motion to adjourn. City Manager Whitfield seconded the motion. The motion passed unanimously.

The meeting was adjourned at 9:18 a.m.

Katrina L. White, CMC
Deputy City Clerk/Recording Secretary