



THE CITY OF ARTESIA, NEW MEXICO
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MINUTES
CEMETERY BOARD MEETING
April 13, 2015
9:00 am

PRESENT: Sharon Snowden
Evolyn Terpening
Lynn Atteberry
Jimmy Bustamante
Epie Bustamante

OTHERS PRESENT: Mary Esquibel
Byron Landfair

It was determined a quorum was present and Sharon Snowden called the meeting to order at 9:00 am.

Lynn Atteberry moved to approve the minutes from the January 12, 2015 meeting as written. Evolyn Terpening seconded the motion and upon vote, the motion passed.

There were no visitors.

Mary Esquibel reported that it has been a slow week for the Cemetery Improvements Phase I. The contractors found asbestos pipes during the upgrade to the sprinkler system. The engineers and contractors have resolved this and work will proceed. There might have to be some project budget adjustments done.

Ms. Esquibel also reported that the construction of the columbarium/pavilion is at a stand still. The construction company doing this construction has not pulled the appropriate state permits yet. The company has a month to get the project going or they will face penalties.

Mary Esquibel reported the cemetery stats and shared information about an issue that came up, but was resolved, with the Vargas' service. Mary also stated that letters have gone out to property owners concerning temporary grave markers. Ms. Esquibel reported the capital outlay requests that she would like presented to the City for approval. Evolyn Terpening moved that \$2500 be used from the Cemetery fund to install the temporary curb in the SE corner of the cemetery and \$19,700 also be used from the Cemetery fund to replace the asbestos pipe found in the NW corner. Lynn Atteberry seconded the motion and upon vote, the motion passed.

Ms. Esquibel presented a draft Pavilion Facility Use Agreement stating that her suggestion would be a \$200 per hour fee (includes set up) and a \$100 deposit.

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Ms. Esquibel presented the Board with a draft Columbarium Use Contract/Agreement and rate information from local areas utilizing Columbariums.

Mary Esquibel stated that she feels the City should increase the rates for cremation services on Saturdays to \$250 for morning services and \$300 for afternoon services. Ms. Esquibel shared that standards need to be set for the pavilion and columbarium usage, rules and regulations for these also need to be compiled as well as a certificate of inurnment rights be drafted.

There being no further business the meeting was adjourned at 9:50 am.

Attest:



Aubrey Hobson, City Clerk/Treasurer



Cemetery Board Member