

DeFuniak Springs Cemetery Board  
Special Meeting  
January 31, 2017

The following members were present: Cemetery Board Members Mayor Bob Campbell, Cemetery Board Member Jack Owen and Lee Thomas, Interim City Manager Tilman Mears Municipal Services Supervisor Scott Simmons, Finance Director Joe Brown and City Clerk Loretta Laird. Cemetery Grounds Supervisor Darren Donaldson and Interim Assistant City Manager Craig Drake were absent from the meeting.

Mayor Campbell called the meeting to order at 5 p.m.

**City Clerk Loretta Laird**

Cemetery subcontractor services

Internment Services

City Clerk Loretta Laird stated staff has received two bids received from Gulf Coast Wilbert and GLMCO Memorials, Inc. for internment services within Magnolia Cemetery. Laird discussed at the January 17, 2017, regular meeting the board requested a special meeting to discuss the two separate bids received for the Internment Services.

Interim City Manager Tilman Mears stated that both companies provided bids for internment services but the bids were not inclusive and were not comparable. Mears stated staff is recommending the existing procedure for Magnolia Cemetery continue with all companies who perform work within Magnolia Cemetery providing general liability insurance, workers compensation insurance, automobile insurance as an additional Certificate Holder.

***Committee member Thomas made a motion to reject all the bids received and to have city staff provide a general liability insurance minimum amount to the board at the next regular meeting to be held on April 18, 2017, seconded by Chairman Campbell.***

Campbell: Aye; Owen: Aye; Thomas: Aye ***Motion carried 3-0.***

Discussion occurred relating to the reasoning behind the subcontractor services requirement. Committee member Owen stated several different companies perform work within Magnolia Cemetery and several instances with uncontrolled companies performing work within the cemetery with damages occurring with no known knowledge of the company that performed the work. Owen stated the board is trying to limit the number of companies performing work within the cemetery to provide burial services, so city staff is aware of all work being performed within the cemetery and what company to notify if any damage occurs within the cemetery.

Monument Services

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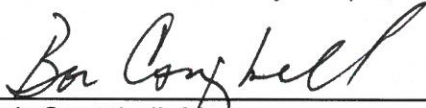
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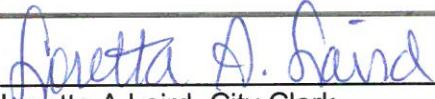
Campbell: Aye; Owen: Aye; Thomas: Aye ***Motion carried 3-0.***

There being no further business, Mayor Campbell adjourned the meeting at 5:28 p.m.

ADOPTED this 18<sup>th</sup> day of April, 2017.

  
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Bob Campbell, Mayor

ATTEST:



Loretta A Laird, City Clerk