

SINKING SPRINGS CEMETERY COMMITTEE
THURSDAY, JANUARY 3, 2019 – 11:00 AM
Town Municipal Building
Abingdon, Virginia

A regular meeting of the Sinking Spring Cemetery Committee was held on Thursday, January 3, 2109 at 11:00 am in the third-floor meeting room in the Town Municipal Building.

I. CALL MEETING TO ORDER - *Ken Vittum, Interim Town Manager*

Members of Committee Present:

Al Bradley
Sigrid Phillips
Mike Farris
Wayne Miller
Kari Tudor
Carolyn Lee (arrived late)

Absent:

Martha Keys

Administrative/Town Staff:

Kenneth Vittum, Interim Town Manager
Kimberly Kingsley, Clerk

II. Approval of the minutes

After discussion, members agreed that the last meeting of the Sinking Springs Cemetery Committee held in May 2017 however, the Secretary (no longer employed) did not complete the minutes.

Members Wayne Miller, Sigrid Phillips and Mike Farris reviewed notes taken at the May 24, 2017 meeting and provided a summary as follows:

- Kevin Worley, Director of Outdoor Parks and Recreation was asked to remove the Yucca plants as the roots were uprooting the stones and the Committee was advised that the Town resumed maintenance and mowing; and
- Request that flowers be planted along the front fence of the Cemetery;
- Kiosk depicting a wood pile be added; and
- Discussion to issue a request for proposals for a columbarium taken off the table.

III. Election of New Chairperson and Vice Chairperson

A motion by Sigrid Phillips, seconded by Wayne Miller, to appoint Al Bradley as Chairperson and Mike Farris as Vice Chairperson, which motion passed by unanimous vote.

IV. Discussion on flower plantings in front of the split rail fence by the Cummings Cabin – *Sigrid Phillips*

It was requested that the Town implement a plan for beautification of the area in front of the cemetery. Mr. Bradley requested that the Interim Town Manager inquire whether a portion of the fence be moved closer to Russell Road where a truck parking space had once been located.

V. Discussion for placing directional signs within the Cemetery to coordinate with the section names in the brochure and in the High on Windy Hill book. – *Martha Keys*

Mr. Bradley addressed whether directional signs be placed as set forth in High on Windy Hill to identify “First Circle” and “Second Circle”.

VI. Discussion regarding committees request to pursue the plans for a columbarium – *Ken Vittum, Interim Town Manager*

A motion by Wayne Miller, seconded by Al Bradley, to table any discussion regarding a columbarium, which motion passed by unanimous vote.

VII. Discussion regarding Residuary Trust under will of Harry E. Mitchell, Deceased, M. Denis Peterson, Indiv. and as Adm. CTA – *Ken Vittum, Interim Town Manger*

Ken Vittum, Interim Town Manager, reported that a residuary trust under will of Harry Mitchell, Deceased, provided the Committee with approximately \$25 per year. Mr. Vittum further stated that the estate would like to settle the bequest in a total sum settlement, which expected to be approximately \$300.

A motion by Mike Farris, seconded by Sigrid Phillips, to accept a total sum settlement with regard to residuary trust under will of Harry E. Mitchell, deceased, which motion passed by unanimous vote.

VIII. Plan for a Report to Council at January 4th meeting

Other matters discussed during this meeting included the following:

- Mr. Farris questioned if any interment regulations/guidelines existed and if so, the Committee would like to receive a copy. The Committee requested that Kim Kingsley contact Jack Frost concerning this matter.
- The Committee agreed to have bi-annual meetings in May and September.
- Carolyn Lee questioned whether a headstone had been corrected as previously discussed and requested Mr. Vittum to follow up on the condition of the cemetery on the right side of Russell Road.
- The Committee discussed how to repair damaged stones and the purchase of temporary markers for use while the stone was being repaired.
- Committee members also requested copies Virginia Department of Historic Resources Cemetery Workshop.

Chairperson Bradley adjourned the meeting.

Al Bradley

Kimberly Kingsley, Clerk