

Milford Community Cemetery Board  
Minutes of Meeting  
July 15, 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, July 15, 2022. The meeting was available for public view and participation as permitted.

PRESIDING: Mayor Archie Campbell

IN ATTENDANCE: Members Scott Sipple, Mark Whitfield, Jean Wylie

STAFF: Deputy City Clerk Katrina White, Melody Barger

ABSENT: Brad Dennehy, Danny Skinner, Todd Culotta

Mayor Campbell called to order the Milford Community Cemetery Board meeting at 10:00 a.m.

***Minutes***

Mr. Sipple made the motion to approve the April 22, 2022 meeting minutes. City Manager Whitfield seconded. The motion carried unanimously.

***Unfinished Business***

Community Cemetery Website Update

Melody Barger, Local Government Management Fellow, gave the update on the Community Cemetery Website. She stated that the last set of revisions had been submitted that morning and the website should be ready to launch in the next week or two. She gave a presentation showing the actual website for the Board.

***New Business***

Financial Report

Mr. Sipple stated that the report that was included in the packet was from the last fiscal year that ended August 31 for review purposes.

City Manager Whitfield stated that he thought the Board should have a quarterly report.

City Manager Whitfield made the motion to accept the financial report. Mr. Sipple seconded. The motion carried unanimously.

Maintenance report

City Manager Whitfield reported that the grass-cutting contractor is doing a good job and there have been no complaints. Regarding the gravesite violations, Brad Dennehy is having new signs prepared that would give notice upon entering the cemetery.

Mr. Sipple shared some photos of gravesites with violations.

Mr. Wylie stated that she has witnessed a car driving on the grass in the cemetery.

Mr. Sipple stated that when people come in and purchase a lot, the deed is usually mailed to them and the rules and regulations are included with the deed. He stated that they are also posted on signs. He said the rules and regulations are also explained when sitting with them and they have their deed.

City Manager Whitfield recommended getting the little campaign or yard signs that stick in the ground to put out there with the information on them.

Mr. Sipple suggested doing this after the grass-cutting season in mid-October and before the holidays.

Mrs. Wylie made the motion to accept the Maintenance Report. City Manager Whitfield seconded. The motion carried unanimously.

### ***Public Comment***

Kay McFadden and Mary Lou Webb were present at the meeting. Ms. McFadden reported that there had been a burial to be made next to her brother's plot. The dirt was placed on top of her brother and when the dirt was put back, it was not cleaned up and the plot was not returned in which it had been. She stated that when the dirt was put back, the things that had been on the grave were just thrown on the ground. She also stated that she had an issue with the open dirt pile that was next to the medical professional building. She said it contained trash and high weeds. She suggested camouflaging it by putting a fence around it.

Mr. Sipple stated that the situation had been addressed in the form of a reprimand to the vault company.

Mary Lou Webb stated that at the time of the service for her brother, the dirt had not been taken away and was not covered with a tarp but had different sizes of plywood covered by small pieces of fake green grass. She stated that it was a tripping hazard.

Next Meetings:

October 21, 2022

**Adjournment**

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

The meeting was adjourned at 10:0 a.m.

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