

CLEARWATER CEMETERY DISTRICT

Clearwater Cemetery District
Board Meeting
January 08, 2026
6:30 PM, City Hall

1. Call to Order

Board member Ussery called the meeting to order at 6:30 p.m.

2. Roll Call

Burt Ussery, Mayor City of Clearwater and , Tim Erwin, Trustee Ninnescah Township were present.

David Loos, Trustee Ohio Township was absent

Others present: Courtney Zollinger, City Administrator, Mike Weakly, Cemetery Sexton, Lynn Harrington, guest.

3. Approval of Agenda

MOTION: *Ussery* moved, *Erwin* seconded to approve the agenda as submitted. Voted and passed unanimously. 2-0

4. Consent Agenda

- a. Minutes 12/11/2025
- b. December Accounts Payable
- c. December Receipt Report
- d. November Payroll

MOTION: *Ussery* moved, *Erwin* seconded to approve the consent agenda as presented. Voted and passed unanimously. 2-0

5. Reports

- As a reminder it is the Clearwater Mayors rotation to sit as chairman for the Cemetery District Board in 2026.
- 100% through the year. Revenues are at 96.7% of what was budgeted and expenses are at 38.3% of what was budgeted. Still working on closing out year. There will be a budgeted transfer of \$30,000 to equipment reserve that still needs completed.
- Total restitution received in 2025 was \$306.72. Overall total received \$466.72. The Cemetery District files \$12,010.15 restitution in the case.
- No burials or sales in December.

MOTION: *Ussery* moved, *Erwin* seconded to accept the reports. Voted and passed unanimously. 2-0

- **Business –**
 - a. **Section 1, Lot 125, Position 3 Burial Request**

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Owner of Sec 1 Lot 125 is HL Robinson. This is the original section of the Clearwater Cemetery and originally would allow for 5 burials in one lot. Since regulations have changed one lot will only hold 4 caskets due to the requirement of vaults.

Position 1, 2, 4, & 5 are already occupied by family. A call from Lynn Harrington came in and she was under the impression that position 3 was reserved for him at least 10 years ago. All records the Cemetery District has does not show this and Mr. Harrington is unable to provide documentation.

We responded with the following information: Because this is an older section and burial regulations have changed over time (a concrete vault is now required for casket burials) there is only room for 2 urns in position 3. Since he is not an executor of the estate, are there direct family member of Homer is there still living relatives that would be able to sign a statement giving the lot to Lynn?

Mr. Harrington was present and said he has only one living brother from the family and his brother has no problem with Lynn claiming ownership. He would like for him and his wife to be buried in the plot. They would be in urns. The Board asked if Lynn's brother would be willing to write a statement and have it notarized as a formality. Mr. Harrington said that would be a problem. Mr. Harrington would like the size of the on which he can place a headstone marking he and his wife's plot. Weakly is to get that information and have it readily available for Mr. Harrington.

MOTION: *Ussery* moved, *Erwin* seconded to allow for 2 urns to be buried in Sec 1, Lot 125, position3 as long a written, signed and notarized statement is sent to the Cemetery District from Mr. Harringtons brother. Voted and passed unanimously. 2-0

During the discussion of urn burials, the board asked Weakly if urns are marked with an iron marker when placed in the ground so they can be found with a metal detector. Weakly said no they aren't but it would be easy to start doing.

b. Replace board that cover open graves –

Mike Weakley, Sexton, stated he has been unable to get anything to present to the board yet. Garretson and Triple B are working on a solution. Weakly has also contacted a company in Maryland and in Australia for quote for a product that could work. The board stated they would like to stick local and suggested Weakly also reach out o Ryan Martin Welding to see if he has any input. The Board would still like to see drawings and pricing before they make a decision.

6. Executive Session – No Executive Session

7. Comments – No comments

8. Adjournment

With there being no further business the meeting was adjourned at 6:50 p.m.