



CLAY STREET CEMETERY COMMISSION
REGULAR MEETING MINUTES – SEPTEMBER 4, 2019
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA



The **Clay Street Cemetery Commission** convened at 5:00 p.m. on the above date to conduct a Regular Meeting at the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska, with Chair Aldean Kilbourn (Seat C) presiding and with the following members in attendance:

Members Present: George Dalton, Seat A
 Julie Jones, Seat E
 Frank Turney, Seat D
 Karen Erickson, Seat F

Absent: Michael Gibson, Seat B
 Vacant, Seat G

Also Present: Danyielle Snider, City Clerk
 Jeff Jacobson, Public Works Director

APPROVAL OF MEETING MINUTES

a) Regular Meeting Minutes July 10, 2019

Ms. Erickson, seconded by **Mr. Dalton**, moved to APPROVE the Regular Meeting Minutes of July 10, 2019.

Chair Kilbourn called for a voice vote on the motion to APPROVE the Minutes, and all members present voted “AYE”.

APPROVAL OF AGENDA

Ms. Jones, seconded by **Ms. Erickson**, moved to APPROVE the Agenda.

Chair Kilbourn called for a voice vote on the motion to APPROVE the Agenda, and all members present voted “AYE”.

COMMUNICATIONS TO COMMISSION

Chair Kilbourn stated there were two women who visited recently, and she visited the library with them to research the historic records for John Johnson. **Chair Kilbourn** stated his death certificate and other records show “John A. Johnson”, but the records the women had for their relative showed “John O. Johnson”. **Chair Kilbourn** stated she told them they needed to do more research and find documents that prove what they contend; that while documents can be wrong, they are the proof used to verify genealogy.

Mr. Turney stated historians claim that Mary Pedro's original cross is at Pioneer Park Museum; he stated that he has been to that museum and has been told they do not have it. **Ms. Erickson** stated she had a photograph of herself with the marker in 1984, but it disappeared sometime after that. She stated it was a cross with a medallion.

Mr. Turney mentioned that a military marker is needed for Private John White; he suggested that a State Senator may be able to help. He stated that the City has White's dog tags, and he would like to get a military headstone that will incorporate the dog tag. He suggested that the military may pay for a marker. **Ms. Jones** stated that if someone is requesting a new military headstone, they typically will not pay for it if it has been more than one year since the death. She stated that the Commission could still find a way to affix the dog tags onto a headstone, and indicated that she would help **Mr. Turney** work on it if he would like.

Mr. Turney commented that the lawn at cemetery looks good.

EVENTS & PUBLIC RELATIONS

Chair Kilbourn shared that Kelly Scanlon with Ryan Middle School asked if she would guide a tour of the cemetery for an 8th grade class. **Chair Kilbourn** reported that local historian Joanie Skilbred agreed to give the class a tour on September 18, but she was unsure of the time.

UNFINISHED BUSINESS

a) Bill of Lading

Ms. Jones stated the Commission received Bill of Lading for the marker order. **Mr. Jacobson** announced that the markers arrived at Public Works earlier that day. **Ms. Jones** stated that it does not appear that they will bill an additional amount, and she shared that the Commission still has \$2,337 to spend before December. She asked members what the funds should be spent on.

Members discussed whether to order posts and stands to display photographs at the cemetery. They discussed details about durability, different types of stands, etc. **Chair Kilbourn** indicated there is not enough information to list names of those whose burial sites are not known.

Mr. Jacobson stated that the Commission needs to order rack cards. **Ms. Jones** agreed and stated that the Commission should add the Hotel/Motel Discretionary Fund Grant logo to the rack cards.

Mr. Jacobson mentioned that there is a sign at the cemetery that needs to be repaired after it was backed into.

Chair Kilbourn stated that she would take care of the rack cards. She asked whether the Commission should order more pea gravel. **Ms. Jones** stated she would get in contact with Interior Mobile Welding for the sign repair.

Ms. Jones, seconded by **Mr. Dalton**, moved to PLACE AN ORDER for a pallet of pea gravel for setting grave markers.

Chair Kilbourn took a voice vote on the motion to PLACE AN ORDER for a pallet of pea gravel; all members voted “AYE”.

Ms. Jones, seconded by **Mr. Dalton**, moved that the Commission pay to repair the damaged sign at the cemetery, order pea gravel, and spend whatever funds are left on rack cards.

Chair Kilbourn took a voice vote on the motion to pay to repair the damaged sign at the cemetery, order pea gravel, and spend whatever funds are left on rack cards; all members voted “AYE”.

NEW BUSINESS

a) City Ordinance No. 6112

Chair Kilbourn stated that the proposed change to City Code would remove the Clerk as administrative support present at Clay Street meetings. Clerk Snider explained that she or her staff would still help Commission correspondence, agenda preparation, and official minutes. She stated that a Clerk staff member would just not be physically present at meetings. Two members present stated that they would still like the Clerk to be present at meetings, but three members agreed that they would be okay with whatever the City Council decides is appropriate.

OPEN AGENDA

Mr. Jacobson reported that the new Clay Street Cemetery wayfinding signs on 5th Avenue point to a dead end, and he expressed frustration. **Ms. Jones** offered to reach out to FAST Planning (formerly FMATS) staff to see if the problem could be fixed; she stated that she may attend the next FAST Planning Board meeting. Clerk Snider shared with Ms. Jones the next meeting dates for the Board.

Mr. Jacobson questioned whether the new 24 headstones would fit into the shed at the cemetery with the mower parked inside. **Chair Kilbourn** stated it has been done before.

Chair Kilbourn stated she hopes they can place markers starting in May of the following year. **Mr. Dalton** asked Mr. Turney if he would be interested in helping place some markers in a couple weeks; Mr. Turney indicated he may be able to help. **Chair Kilbourn** stated they need to ensure there is a wheelbarrow at the cemetery and that she may be able to help when she returns.

Ms. Jones stated she believes her term on the Commission expired, and she forgot to reapply. Clerk Snider confirmed that the terms of Ms. Jones and Mr. Turney had expired, and she stated she would resend Ms. Jones an email inviting her to reapply. She suggested that Mr. Turney come by the Clerk’s Office if he wished to reapply.

Ms. Jones stated she would not be present October’s meeting but that she would take care of the Commission’s Hotel/Motel Discretionary Fund Grant application. **Chair Kilbourn** stated the Commission may be able to order 30 more markers if it receives grant funds.

NEXT MEETING DATE

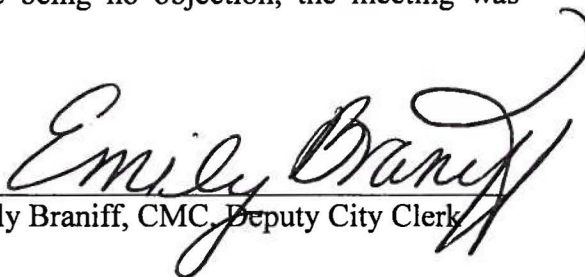
The next Regular Meeting of the Clay Street Cemetery Commission is scheduled for Wednesday, October 2, 2019.

ADJOURNMENT

Ms. Jones moved to ADJOURN the meeting. There being no objection, the meeting was ADJOURNED at 5:45 p.m.



Aldean Kilbourn, Chair



Emily Braniff, CMC, Deputy City Clerk

Transcribed by: DS