



CLAY STREET CEMETERY COMMISSION
REGULAR MEETING MINUTES – NOVEMBER 4, 2020
HELD VIA TELECONFERENCE (459-6769) AND
IN 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, and via teleconference with Chair Aldean Kilbourn (Seat C) presiding (telephonically) and with the following members in attendance:

Members Present: Kristina Heredia, Seat D (telephonic)
Julie Jones, Seat E (telephonic)
Victoria Dowling, Seat G (telephonic)
Jeff Jacobson, PW Director & Ex-Officio Member (telephonic)

Absent: Vacant, Seat A
Michael Gibson, Seat B
Karen Erickson, Seat F

Also Present: D. Danyielle Snider, City Clerk
George Dalton, Former Member (telephonic)

APPROVAL OF MEETING MINUTES

a) Regular Meeting Minutes of October 7, 2020

Ms. Heredia, seconded by **Ms. Dowling**, moved to APPROVE the Regular Meeting Minutes of October 7, 2020.

Chair Kilbourn took a voice vote on the motion to APPROVE the meeting minutes, and all members voted in favor.

APPROVAL OF AGENDA

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

Chair Kilbourn took a voice vote on the motion to APPROVE the meeting agenda, and all members voted in favor.

CITIZENS COMMENTS

George Dalton – Mr. Dalton commented that he is pleased with all the work members got done over the last few months at the cemetery.

EVENTS & PUBLIC RELATIONS

Chair Kilbourn asked when Frank Turney's memorial plaque might be installed. **Ms. Jones** stated she was going to do it herself if that was okay, then the Commission could have a ribbon

cutting later on. **Chair Kilbourn** stated she was wondering because she wanted to let Frank's family know what was going on in case they were wanting to attend. She pointed out that their travel is dependent upon COVID. **Ms. Jones** asked whether the Commission should wait until the family is in Fairbanks to install it or whether she should go ahead and put up the plaque. Members agreed to allow Ms. Jones to install the plaque at the cemetery.

UNFINISHED BUSINESS

a) Private John White Dog Tags Installed

Ms. Jones reported that she installed the dog tag, but she was unable to get good photos. She explained how the original piece was mounted and stated that it took her over an hour to drill out the leftover residue before installing the new tag. She stated she used a cold weather epoxy, but she has not been back to check on the installation since it snowed. **Chair Kilbourn** stated that if it does not hold, they can try another product designed for metal, concrete, slate, etc.

Mr. Jacobson joined the meeting at 5:08 p.m.

Chair Kilbourn summarized the Committee's discussion thus far for the benefit of Mr. Jacobson. She asked him to get with Ms. Jones regarding the installation of Mr. Turney's memorial plaque.

b) Ideas for NE/NW Portion of Cemetery

Chair Kilbourn stated that members have finished comparing the cemetery map, the database, and the actual monuments for the whole NW/NE side of the cemetery. She expressed hope that members may know someone who would have the expertise to create a map of that portion of the cemetery. She asked members to let her know if they know someone who can help. She stated that the kiosk can be updated to reflect the new information.

Ms. Jones stated that she would be willing to make a few phone calls to inquire with people who may be able to help with the project. **Chair Kilbourn** stated that the Commission has a lot of information, and someone who is a cartographer will understand how to go about it. **Ms. Jones** stated that she will make some phone calls and report back to the Commission.

Mr. Dalton asked whether Palo helped out much at the cemetery. **Chair Kilbourn** stated that he is often travelling, but she could check with him. She stated that members found a buried marker using Palo's equipment. **Ms. Jones** asked what Palo's function would be; **Chair Kilbourn** replied he may know someone who could help with the cartography. She stated she does not know what he might know, but he is a geologist by trade.

c) 2020 Order of 31 New Markers

Chair Kilbourn stated that Ms. Jones has a final copy, but members keep getting and adding new information to the marker list. **Ms. Jones** stated that she is waiting to order because of all the new information coming in. She stated that the granite has been ordered, but since it takes a while to arrive from China, they have some time.

Chair Kilbourn reported that there are two or three markers from 2017 that are difficult to read. She wondered if Ms. Jones could ask Quiring Monuments why that is if she sends her photos. **Ms. Jones** agreed to ask.

NEW BUSINESS

a) 2019 Bed Tax Grant Report and 2020 Bed Tax Grant Application

Ms. Jones reported that the bed tax application was submitted Monday afternoon. She expressed hope that there was nothing wrong with it as there was no time for Chair Kilbourn to review it. She stated that the previous year, the Commission asked for \$12,000 and received about \$7,000. She stated that the Commission requested \$10,000 this year, but she stated that since bed tax revenues are down, grants may be lower. Clerk Snider explained that the City's full \$270,000 discretionary grant would be distributed. **Chair Kilbourn** thanked Ms. Jones for her work.

b) Letter to Pioneer Igloo #4 Foundation

Chair Kilbourn asked members to review her draft letter to the Pioneer Igloo #4 Foundation and let her know whether anything needs to be changed before she sends it the following day. She stated that members keep finding, while researching burial sites, that there are Pioneers that do not yet have markers. She expressed hope that the Igloo #4 Foundation will consider funding some of the Pioneer markers. She stated that one of the Pioneer members, Erica Miller, wants to install concrete crosses, but the Commission has repeatedly said no because the crosses are hard to mow around and attract vandals.

Ms. Heredia stated that she likes the letter, and she thinks it is good to ask the Pioneers to participate. She stated that the wording in the 2nd to last paragraph could be less strong. **Chair Kilbourn** stated that Ms. Miller sits on the Foundation board as Treasurer, and she is adamant that the cemetery look as it did in the old days, with all the pickets and crosses. She stated that she would like language in the letter to address Ms. Miller's requests and reiterate that the Commission has denied those requests. **Ms. Jones** commented that the other issue has been that they have placed markers at the cemetery on their own but have installed them in the wrong place. She stated that the Commission has had to inform them that there is a process for marker placement.

Ms. Heredia stated that she is okay with the letter if no one else has a problem with it. **Ms. Jones** stated that she likes encouraging people to work together and that drafting language that talks about continuity and enthusiasm might be a good way to present the issue. She agreed with softening the 2nd to last paragraph. **Chair Kilbourn** stated that if Ms. Jones and Ms. Heredia could rewrite that paragraph and send it to her, she would include it in the final letter. **Ms. Jones** and **Ms. Heredia** agreed to help.

Ms. Jones, seconded by **Ms. Dowling**, moved to allow **Chair Kilbourn** to send out the Igloo #4 letter the following day based on the understanding that the 2nd to last paragraph would be softened first.

Chair Kilbourn took a voice vote on the motion, and all members voted in favor.

c) **Volunteers to Write Up Summaries of Clay Street Cemetery Interred**

Chair Kilbourn Joan Skilbred wrote about some people buried at the cemetery for the Rotary Club. She stated that it would be nice if members could write something up for each person they have information about who is buried at the cemetery. She stated that Mr. Gibson has done a genealogy book about his family, and he is a good writer. She suggested that he may be willing to write some pieces. She stated that if any member is interested in writing some pieces, she could assign them some names and provide them with all the information she has. She stated that the writeup does not have to be long, and perhaps they could someday make the writeups available in a brochure or at the public library. She stated she has some samples of what Ms. Skilbred wrote.

Mr. Jacobson supported the idea and stated that he would be willing to help. He suggested that they use QR codes to link the digital bios to the kiosk so that people could easily access the information from their phones. **Chair Kilbourn** stated that she can email members a sample, and members can respond about whether they are interested in helping.

OPEN AGENDA

Chair Kilbourn asked Clerk Snider if she could provide the term expiration dates for each member. Clerk Snider read each member's term expiration date into the record.

NEXT MEETING DATE

Chair Kilbourn asked when the bed tax presentation meeting would occur and whether the Commission needed to meet in December. Clerk Snider stated that the Hotel/Motel Discretionary Fund Committee Presentation meeting would take place on December 15 at 5:30 p.m., and the Distribution meeting would occur on December 21 at noon.

Ms. Jones thanked Mr. Dalton for reapplying for service and stated that he and Chair Kilbourn did amazing work at the cemetery over the summer. **Mr. Jacobson** wished everyone a happy Thanksgiving.

The next Regular Meeting of the Clay Street Cemetery Commission is scheduled for Wednesday, December 2, 2020.

ADJOURNMENT

Ms. Jones, seconded by **Ms. Dowling**, moved to ADJOURN the meeting. **Chair Kilbourn** declared the meeting ADJOURNED at 5:38 p.m.



Aldean Kilbourn, Chair



D. Danyielle Snider, MMC, City Clerk

Transcribed by: DS