



CLAY STREET CEMETERY COMMISSION  
REGULAR MEETING AGENDA – MAY 5, 2021  
HELD AT THE CLAY STREET CEMETERY  
199 5TH AVENUE, FAIRBANKS, ALASKA



- 
1. CALL TO ORDER
  2. ROLL CALL
  3. APPROVAL OF MEETING MINUTES
    - a) Regular Meeting Minutes of April 7, 2021
  4. APPROVAL OF AGENDA
  5. CITIZENS COMMENTS
  6. COMMUNICATIONS TO COMMISSION
  7. EVENTS & PUBLIC RELATIONS
  8. UNFINISHED BUSINESS
    - a) Frank Turney Memorial for June 2, 2021
    - b) Pioneer Foundation Markers
  9. NEW BUSINESS
    - a) Markers Received & Placement Schedule
    - b) Edging of graves.
    - c) Garrett Speeter bid on Ground Penetrating Radar services to locate graves in the S.E. and S.W. quadrants.
    - d) Cost of signs at all entrances for the public that will address alterations, removals, or additions.
    - e) New Committee or commitment to research grant and/or other revenue generating opportunities.
  10. OPEN AGENDA
  11. NEXT MEETING DATE – June 2, 2021
  12. ADJOURNMENT



CLAY STREET CEMETERY COMMISSION  
REGULAR MEETING MINUTES – APRIL 7, 2021  
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: George Dalton, Seat A (telephonic)  
Michael Gibson, Seat B (telephonic)  
Karen Erickson, Seat F (telephonic at 5:13 p.m.)  
Victoria Dowling, Seat G (telephonic)  
Jeff Jacobson, PW Director & Ex-Officio Member (telephonic)

Absent: Vacant, Seat D  
Julie Jones, Seat E

Also Present: Rochelle Rodak, Deputy City Clerk

### **APPROVAL OF MEETING MINUTES**

a) Regular Meeting Minutes of March 3, 2021

**Ms. Dowling**, seconded by **Mr. Gibson**, moved to APPROVE the Regular Meeting Minutes of March 3, 2021.

**Chair Kilbourn** took a voice vote on the motion to APPROVE the Meeting Minutes, and all members voted in favor.

### **APPROVAL OF AGENDA**

**Chair Kilbourn** amended the agenda by adding the following items under Open Agenda: a) Cemetery Gate Damage, and b) Resignation of Kristina Heredia, Seat D. She requested that the spelling of Mr. Fabian's name under Communications to the Commission be fixed.

**Mr. Gibson**, seconded by **Ms. Dowling**, moved to APPROVE the Agenda, as Amended.

**Chair Kilbourn** took a voice vote on the motion to APPROVE the Agenda, as Amended, and all members voted in favor.

### **COMMUNICATIONS TO THE COMMISSION**

a) Pioneer Foundation Response

**Chair Kilbourn** shared the correspondence from the Igloo Pioneer Foundation and mentioned their donation of five markers; she stated, however, that one of the names, William W. Pendergraft, could not be located in the Pioneer records as having been a member. She added that there was

some confusion about where Mr. Pendergraft was interred, either at the Cemetery recorded plot of #858 or where the Foundation listed him at grave number #1442 in the South East quarter of Catholic section, currently stated to belong to Mike Halsey.

**Mr. Gibson** made the suggestion to allow the Foundation to provide another name to apply their donation to while the research is done on Mr. Pendergraft. He indicated that he would speak with Pat Doogan to see if they would be willing to provide another name.

There was discussion around the markers having the Pioneer logo. **Mr. Jacobson** shared that the previous Pioneer markers did include the logo, and **Chair Kilbourn** stated that as soon as she received confirmation on whether that is possible, she would let the Commission know.

b) George Fabian

**Chair Kilbourn** made the Commission aware that Mr. Fabian had called the Clerk's Office inquiring about the marker for his brother who had died at birth. She stated that he claimed the marker had been removed and that he would meet with her at the Cemetery to show her where the marker should be located. **Chair Kilbourn** stated that the database lists the infant to be at plot #1227 in the old cemetery, but the map shows his location at plot #1226.

### EVENTS AND PUBLIC RELATIONS

**Chair Kilbourn** stated that Ms. Jones requested that Frank Turney's monument be mounted prior to the May 5 meeting where there could be an unveiling. **Chair Kilbourn** stated that she would like to wait until May 5 to decide on the placement so that the unveiling could be better arranged. **Mr. Jacobson** agreed, stating that the conditions at the Cemetery the first week of May are questionable. He added that it would be good for everyone to agree on placement prior to mounting.

**Chair Kilbourn** asked Mr. Jacobson about the City's preparation for Memorial Day. **Mr. Jacobson** indicated that as soon as the snow melts, Public Works will work to make sure the Cemetery is cleaned up for Memorial Day. **Chair Kilbourn** asked Mr. Jacobson to keep her informed. **Mr. Gibson** indicated that he could pull together a work group from the Pioneers to help if needed.

### NEW BUSINESS

a) Bed Tax Funds to be used for digitizing early records

**Ms. Erickson** stated that she would like to see whether some bed tax funds could be used to digitize records of the older churches and organizations, such as the Masons, if they would be willing to allow the Commission to do so. She added that it may or may not be worthwhile, but it might be helpful in research. **Chair Kilbourn** indicated that she was in support of the idea and asked if Ms. Erickson would be willing to lead that project. **Ms. Erickson** stated that she would but indicated that she may need help finding a contact with the Masons.

## OPEN AGENDA

### a) Cemetery Gate Damage

**Chair Kilbourn** noted that the Monday, April 5, 2021 Public Safety Report in the Daily News-Miner stated that a Mr. Oliver David Keim was arrested for driving under the influence after driving through the fence of the Clay Street Cemetery. **Ms. Dowling** stated that the accident was caught on her security camera, which she needed to provide to the investigating officer. She shared that the speed at which the driver was travelling was quite impressive. **Mr. Jacobson** added that the excessive speed had caused the car to break through the gate and enter the cemetery approximately eight feet before being stopped by the snow. **Chair Kilbourn** expressed her and Mr. Dalton's desire to hold the man responsible for paying for damages. **Mr. Jacobson** stated that the City's Risk Manager, Christina Rowlett, would be working with the insurance company to obtain reimbursement from the individual's personal insurance, and, in the event he does not have insurance, he would be fined for the cost of the repair.

### c) Resignation of Kristina Heredia, Seat D

**Chair Kilbourn** shared that Ms. Heredia had resigned due to medical issues and asked Deputy Clerk Rodak if there had been any updates on the appointment. Deputy Clerk Rodak stated that the appointment of Janet Richardson was on the Regular City Council meeting agenda for Monday, April 12, 2021.

## NEXT MEETING DATE

The next Regular Meeting of the Clay Street Cemetery Commission is scheduled for Wednesday, May 5, 2021 at 5:00 p.m. and will be held in person at the Clay Street Cemetery shed.

## ADJOURNMENT

**Chair Kilbourn** declared the meeting ADJOURNED at 5:29 p.m.

---

Aldean Kilbourn, Chair

---

Rochelle Rodak, Deputy Clerk II

Transcribed by: RR



**Scope, Schedule, and Budget Proposal**

**TO:** Aldean Kilbourn  
Chairwoman  
Historic Clay Street Cemetery  
Commission

**DATE:** April 29, 2021

**FILE NO:** Clay Street Cemetery 1

**TELEPHONE NO:** 907-799-4853

**EMAIL:** garrettspeeter@hotmail.com

**FROM:** Garrett Speeter, M.S., C.P.G.  
Alaska C.P.G. License # 150418  
Washington Geologist License# 20102816  
Oregon R.G. License # G2587  
California CA ID# 156007  
Lahontan Geological and Geotechnical  
Consulting, LLC

**SUBJECT: Scope, Schedule, and Budget**  
Ground penetrating radar (GPR)  
of potential grave sites at  
Historic Clay Street Cemetery

At the request of Aldean Kilbourn of the Historic Clay Street Cemetery Commission, Lahontan Geological and Geotechnical Consulting, LLC (LGGC) personnel have prepared this Scope, Schedule, and Budget for completing a geophysical subsurface investigation of the Historic Clay Street Cemetery to include:

1. Utilization of a Sensors and Software “Noggin” 250 Mhz Ground Penetrating Radar (GPR) system to evaluate sites within the Historic Clay Street Cemetery at the direction of Aldean Kilbourn or other representative of the Historic Clay Street Cemetery Commission. The purpose of this work is to identify unmarked graves within the cemetery. Candidate sites will be selected by the Historic Clay Street Cemetery Commission and LGGC personnel will determine, to the best of equipment capabilities, if an unmarked grave exists at each site.

**Scope and background**

GPR is an ideal tool for this (marking un-marked graves) purpose and has been used on many different sites for this purpose. The advantage to using GPR is that it is cost effective and non-invasive. For this investigation, LGGC will provide the scientific expertise and appropriate equipment (in this case a 250Mhz GPR System) based on subsurface conditions. LGGC will mark each site with wood lath for the client and provide the client with the raw data from the geophysical survey.

## Schedule

This investigation is scheduled to take place in summer 2021 at a date and time chosen by the client. For the work to be most cost effective and successful the site should be clear of snow and as dry as possible.

## Budget

The budget estimate for this project is presented below:

Office Prep / Site Visit/Equipment calibration	\$500
Exploration	\$1,000
Geophysical equipment rental	\$1,500
<b>TOTAL</b>	<b>\$3,000.00</b>

If this program meets with your approval please authorize by signing below.

\_\_\_\_\_  
Aldean Kilbourn  
Chairwoman, Clay Street Cemetery Commission

Date: \_\_\_\_\_