



# TOWN OF WAYNESVILLE

## Cemetery Committee

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### Board Members

Edwin Fish-Chairman  
Roy Pressley  
Warren Putnam  
Bill Revis  
Beth Elsey

### Asset Services

Manager  
Julie Grasty

## AGENDA

**October 15, 2024-2:00 PM**

### Call to order-Chairman Edwin Fish

1. Approval of Minutes from July 16th, 2024, regular meeting.
2. Public Comment
3. Cemetery Update-Julie Grasty, Asset Services Manager
4. Discussion of Master Plan
5. Other Business
6. Adjourn

**MINUTES OF THE TOWN OF WAYNESVILLE CEMETERY COMMISSION**  
**REGULAR MEETING**  
**July 16th, 2024**

**THE WAYNESVILLE CEMETERY COMMISSION** held its regular called meeting on Tuesday July 16th, at 2:00 p.m. in the training room of the Public Services Building, 129 Legion Drive, Waynesville, NC.

**A. CALL TO ORDER**

Chairman Edwin Fish called the meeting to order at 2:00 p.m. with the following members present:

William Revis  
Roy Pressley  
Warren Putnam  
Beth Elsey

The following staff members were present:

Asset Services Manager- Julie Grasty  
Cemetery Services Specialist- Matt Wright

1. **Agenda Change**-Chairman Fish added the Historic Preservation's application for the annual Green Hill Cemetery Tour

**A motion was made by Commission Member Warren Putnam, seconded by Commission member Bill Revis, to add the application to the agenda. The motion passed unanimously.**

2. **Adoption of Minutes**

**A motion was made by Commission Member Warren Putnam, seconded by Commission member Bill Revis, to approve the minutes of the March 19th, 2024, regular meeting and the June 5, 2023 special called meeting as presented. The motion passed unanimously.**

3. **Election of Chairman and Vice-Chairman**

At the beginning of each new fiscal year, the Cemetery Committee must elect a new Chairman and Vice-Chairman. Asset Services Manager Julie Grasty opened the floor for nominations:

**A motion was made by Commission Member Warren Putnam, seconded by Commission member Bill Revis, to re-appoint Edwin Fish as Chairman. The motion passed unanimously.**

A motion was made by Commission Member Bill Revis, seconded by Commission member Warren Putnam, to appoint Roy Pressley as Vice-Chairman. The motion passed unanimously.

#### 4. Public Comment

No public comment

#### 5. Cemetery Update:

Asset Services Manager Julie Grasty gave an update of Cemetery Operations. Mowing has slowed due to the lack of rain. Staff has been busy working on the Master Plan. The Cemetery is still fully staffed at this time.

#### 6. Discussion-

- a. **Master Plan**-Asset Services Manager Julie Grasty presented the Committee with draft concepts for the Cemetery. Ms. Grasty went over the issues and opportunities that WC Fry discovered during their onsite visit. There was much discussion about the concepts and ensuring the needs of the Cemetery were covered in the plan.
- b. **Master Plan Public Meeting**-The public meeting is to be held on Thursday, August 22 from 4:00 – 6:00 pm at the Public Services Training Room. All members are encouraged to attend.
- c. **Arch Restoration Project**-The Cemetery Committee would like to highlight the recent restoration to the arch. There was much discussion about the possibility of highlighting the project during the upcoming Cemetery Tour

#### 7. Other Business

- a. **Historic Preservation Commission Application**

A motion was made by Commission Member Warren Putnam, seconded by Commission member Edwin Fish, to approve the application by the Historic Preservation Commission for the Green Hill Cemetery Tour to be held on October 12, 2024 with a rain date of October 19th. The motion passed unanimously.

The next meeting is the Public Meeting for the Master Plan, the meeting is scheduled for August 22<sup>nd</sup> from 4:00 to 6:00 pm

The next regular meeting is scheduled for October 22nd, 2024, at 2:00 pm.

**F. Adjourn**

With no further business, a motion was made by Commission Member Warren Putnam seconded by Commission Member Bill Revis to adjourn the meeting at 3:16 pm. The motion carried unanimously.

**ATTEST:**

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Julie Grasty, Asset Services Manager

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Edwin Fish, Chairman

DRAFT