

MILAN TOWNSHIP

RESOLUTION TO ESTABLISH A CEMETERY COMMITTEE

Resolution Number: 2023-03

Date: September 14, 2023

WHEREAS, the Milan Township Board of Trustees has the authority to establish a Cemetery Committee to oversee records and make recommendations to the Board; and

WHEREAS, the Milan Township cemetery records have been identified as being in disarray and incomplete.

NOW THEREFORE, BE IT RESOLVED that the Cemetery Committee shall be established, and shall submit to these rules and procedures as follows:

- The Cemetery Committee shall consist of no more than seven (7) members.
- One member from the Board of Trustees shall sit on the committee to act as the liaison between the said Committee and the Board and shall take all recommendations from the committee to the Board of Trustees.
- All members of the Cemetery Committee shall take the Oath of Office.
- The Cemetery Committee shall convene at least once every quarter, unless otherwise directed by the Township Supervisor.
- The Cemetery Committee shall review all records and determine the accuracy of said records.
- The Cemetery Committee shall use all available and relatable resources to reconstruct the records to reflect accuracy.
- The Cemetery Committee shall stay apprised of any new cemetery laws.
- The Cemetery Committee is responsible for forming new ideas on how to improve the cemeteries, as well as possibilities for expanding and/or offering new services.
- The Cemetery Committee shall consult with any professionals or individuals having knowledge of cemetery operations and cemetery history.
- The Cemetery Committee shall make sure the Clerk receives any documents or information needed for the Clerk to fulfill his/her duties for cemetery recordkeeping.
- The Cemetery Committee is subject to the Open Meetings Act (OMA); therefore, all meetings will be open to the public and meetings shall be posted in such a manner as any other meeting subject to the OMA.
- Any information and/or documentation produced by the committee will be subject to the Freedom of Information Act (FOIA).

BE IT FURTHER RESOLVED that all previous resolutions and Board actions regarding a Cemetery Committee during meetings are hereby revoked/repealed.

Upon roll call vote, the following voted "Yes": Supervisor Mark Bogi, Clerk Stephanie Kozar, Treasurer Joel Gotts, and Trustee Olga Mancik.

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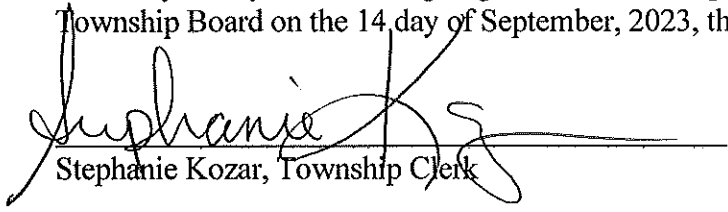
The following voted "No": None

The following were "Excused": Trustee Nick Straub

THE RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN }
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COUNTY OF MONROE }

I, Stephanie Kozar, the duly qualified Clerk of Milan Township, Monroe County, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Milan Township Board on the 14 day of September, 2023, the original of which is in my office.


Stephanie Kozar, Township Clerk