



CLAY STREET CEMETERY COMMISSION
REGULAR MEETING MINUTES, OCTOBER 4, 2017
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 presiding and with the following members in attendance:

- Members Present: George Dalton, Seat A
 Michael Gibson, Seat B
 Julie Jones, Seat E
 Karen Erickson, Seat F
- Absent: Frank Turney, Seat D
 David Erickson, Seat G (excused)
- Also Present: Emily Braniff, Deputy City Clerk
 Jeff Jacobson, Public Works Director
 John Voytilla, Citizen

APPROVAL OF PREVIOUS MINUTES

- a) Regular Meeting Minutes of August 2, 2017

Ms. Erickson, seconded by **Mr. Dalton**, moved to APPROVE the Regular Meeting Minutes of August 2, 2017.

Chair Kilbourn called for objection and, hearing none, so ORDERED.

- b) Regular Meeting Minutes of September 6, 2017

Ms. Erickson, seconded by **Mr. Dalton**, moved to APPROVE the Regular Meeting Minutes of September 6, 2017.

Chair Kilbourn called for objection and, hearing none, so ORDERED.

APPROVAL OF AGENDA

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

Ms. Erickson requested that Chief Nagita be added to the Agenda under Unfinished Business.

Chair Kilbourn called for objection and, hearing none, so ORDERED.

COMMUNICATIONS TO COMMISSION

Public Works Director Jeff Jacobson provided the Commission with an update on the privacy fence that was installed at the cemetery. He reported the slat color that was installed was not the correct color based on the order, so the company will fix it and change it to green. **Chair Kilbourn** stated that pea gravel was supposed to be delivered, but Public Works delivered sand. Mr. Jacobson and **Mr. Gibson** stated sand could be used for the bases, and they would be secure. Mr. Jacobson stated his staff will finish picking up all the leaves at the cemetery before snowfall.

UNFINISHED BUSINESS

- a) Unidentifiable Graves – Plaques and Benches

Mr. Gibson, seconded by **Ms. Erickson**, moved to ORDER the four memorial benches in black.

Chair Kilbourn called for objection and, hearing none, so ORDERED.

- b) Coleman Johnson Update

Chair Kilbourn reported on the progress of Mr. Johnson's Eagle Scout project; she shared that he only has eight more graves to mark.

- c) Fence Installation Update

This item was addressed under Communications to Commission.

- d) Private John White New Headstone

Ms. Erickson shared pictures of Private John White, his grave, and a very old photo of the cemetery grounds.

- e) Letter to the Pioneers

Ms. Jones read aloud the letter to the Pioneers and collaborated with Commission members on the wording. Commission members agreed that the Pioneers should inform the Commission when they place markers at the cemetery in order to avoid double orders and wasted resources.

- f) 1963 Map

Chair Kilbourn and **Ms. Erickson** discussed issues with the conflicting maps of the cemetery.

- g) Chief Nagita

Ms. Erickson asked if there was a reinterment; **Chair Kilbourn** replied that Chief Nagita had been reinterred at Clay Street Cemetery.

NEW BUSINESS

- a) Replacing the Roof to the Kiosk

Ms. Erickson, seconded by **Mr. Dalton**, moved to FIX the kiosk and to use metal on the roof.

Chair Kilbourn called for objection and, hearing none, so ORDERED.

OPEN AGENDA

Ms. Jones recommended the Commission do something to recognize Bill Robertson for all the work he has done in the community—especially at the Clay Street Cemetery.

David Inman updated the Commission on the progress of his Eagle Scout project; members were very pleased to hear that he had nearly completed the database project.

NEXT MEETING DATE

The next Regular Meeting of the Clay Street Cemetery Commission is scheduled for November 1, 2017.


ADJOURNMENT

Mr. Gibson, seconded by **Mr. Dalton**, moved to ADJOURN the meeting.

Chair Kilbourn called for objection and, hearing none, so ORDERED.

Chair Kilbourn declared the meeting adjourned at 6:10 p.m.


Aldean Kilbourn, Chair


Emily Braniff, Deputy Clerk

Transcribed by: EB