



CLAY STREET CEMETERY COMMISSION
REGULAR MEETING MINUTES – JANUARY 2, 2019
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA



The **Clay Street Cemetery Commission** convened at 5:02 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 (Seat C) presiding and with the following members in attendance:

Members Present: George Dalton, Seat A
 Frank Turney, Seat D
 Julie Jones, Seat E (arrived at 5:05 p.m.)
 Karen Erickson, Seat F

Absent: Michael Gibson, Seat B
 David Erickson, Seat G

Also Present: D. Danyielle Snider, City Clerk
 Jeff Jacobson, Public Works Director

APPROVAL OF MEETING MINUTES

a) Regular Meeting Minutes December 5, 2018

Ms. Erickson, seconded by **Mr. Dalton**, moved to APPROVE the Regular Meeting Minutes of December 5, 2108.

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

APPROVAL OF AGENDA

Ms. Erickson, seconded by **Mr. Turney**, moved to APPROVE the agenda.

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

COMMUNICATIONS TO COMMISSION

Chair Kilbourn stated that people who want to know about Birch Hill burials need to be referred to Blanchard Family Funeral Home.

EVENTS & PUBLIC RELATIONS

Chair Kilbourn stated that she started drafting a letter to boy scout leaders asking if there are any Eagle Scouts interested in setting 2019 markers. She mentioned that she heard that the Boy Scouts organization nationwide may be going bankrupt.

UNFINISHED BUSINESS

a) Hotel/Motel Discretionary Fund Grant Award Amount

Chair Kilbourn stated that the Commission received \$7,267 from the City Hotel/Motel Discretionary Grant. Clerk Snider stated that the allocation is unofficial until after the January 7 City Council meeting. Members thanked Ms. Jones for her efforts in applying for the funds. **Chair Kilbourn** mentioned that the Commission was not notified of the presentation meeting for the grant, and Clerk Snider suggested that a member's mailing address be listed on future applications so that the mailed notification does not go to City Hall.

NEW BUSINESS

a) Process for Placing Ashes at the Cemetery (Ms. Kilbourn's list of buried ashes)

Chair Kilbourn, in reference to the policy included in the agenda packet, asked members to review the placement policy before the next meeting. She mentioned that it does not address the placement of ashes. She stated that the Committee will discuss the placement policy at the February meeting.

b) Approval of List of Graves to Receive Markers

Chair Kilbourn stated that at the last meeting, the Committee discussed the where to place new markers. She stated placement should start in the General Section in the northeast corner toward the river. She shared that the Family History Center has a copy of City cemetery records, and she plans to go there to look at the records. **Chair Kilbourn** stated that the spelling of the names of some who are buried at the cemetery have discrepancies when looking at different sources of information, and she wondered how to determine the proper spelling of names. **Mr. Jacobson** suggested that the different spellings be cross-referenced in the database. **Ms. Erickson** spoke in favor of using the most common spelling. She added that the Committee could consider them on a case-by-case basis. **Ms. Jones** agreed that the Committee could look into the names individually as they come up.

Ms. Erickson requested that **Chair Kilbourn** report at the next meeting her findings from the Family History Center.

Chair Kilbourn asked how many markers could be purchased with the funds available. **Ms. Jones** offered to obtain a quote from Quiring Monuments. **Chair Kilbourn** suggested that memorials be made on benches for some individuals whose burial sites are unknown. Members discussed the timeline for ordering markers in order to have them delivered and ready for placement in the summer. **Mr. Jacobson** suggested a deadline for the Commission to order markers by April 1. **Ms. Erickson** stated that it would be helpful to have a complete list by the March meeting.

Chair Kilbourn stated that she started researching in Row 1, which is parallel to the main gate. She stated that theoretically, there are 90 spaces. **Mr. Turney** stated that she will most likely not find records for the far end of the row, as criminals and sex offenders are buried in that area.

Ms. Erickson stated that there is some reference to “Dead Man’s Slough” in the Clay Street Cemetery records, and she would have to look into that.

Mr. Jacobson estimated that 24 markers would cost roughly \$3600. He said that equates to about \$150 per stone, including shipping costs.

Chair Kilbourn stated that she would work on preparing a list of 24 names, hopefully by February. **Ms. Erickson** stated that she will start in the northeast corner and do separate research; she stated that she and Chair Kilbourn could compare research notes afterwards.

OPEN AGENDA

Mr. Turney stated that Mark Ames said he wanted to place trees in the Cemetery. Committee members briefly discussed the placement of trees at the Cemetery; the Committee was not supportive of the idea because additional trees would equate to additional maintenance.

Members briefly discussed the burials of Al Foster, buried in August 1903, and Wilfred Proctor, buried in October 1903.

Ms. Jones offered to help research name spellings, if need be.

Mr. Turney asked whether the City would pay to replace Frank Miller’s stone. **Mr. Jacobson** confirmed that the City would pay for the marker replacement.

NEXT MEETING DATE


The next meeting of the Clay Street Cemetery Commission is scheduled for February 6, 2019.

ADJOURNMENT

Ms. Erickson, seconded by **Mr. Turney**, moved to ADJOURN the meeting.

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

Chair Kilbourn declared the meeting adjourned at 5:42 p.m.


Aldean Kilbourn, Chair


D. Danyielle Snider, City Clerk

Transcribed by: DS