



**CITY OF WAUKESHA**

201 Delafield Street, Waukesha, WI 53188  
 Tel: 262.524.3700 fax: 262.524.3899  
 www.waukesha-wi.gov

<b>Committee:</b> Cemetery Commission	<b>Date:</b> 4/9/2021
<b>Common Council Item Number:</b> ID#21-2063	<b>Date:</b> 4/12/2021
<b>Submitted By:</b> Lee Kelley, Cemetery Director	<b>City Administrator Approval:</b> KL
<b>Finance Department Review:</b> BS	<b>City Attorney's Office Review:</b> BL
<b>Subject:</b> Review and act on Cemetery Directors request to proceed with building sanitation and records storage.	

**Details:**  
 As of my (Lee Kelley) hire date as Cemetery Director on 2/1/21 it was observed after a thorough inspection that the Prairie Home Cemetery Administration/Chapel building was entirely infested with mice and other rodents. A professional cleaning sanitation company (Steri-Clean) inspected the building and found that the cemetery carpet, furniture, desks, file cabinets, attic, basement and chapel were all contaminated with mice droppings and urine. In the attic larger droppings were identified. (Safe Way Pest Control and Steri-Clean) found that multiple travel tunnels for the mice throughout the building. Please see quote below to address these issues.

- Storage Unit/Mobile Mini \$656.21Recurring monthly fee of \$134.62
- Record Removal/Steri-clean \$3,660.00
- Sanitizing Building/Steri-clean \$4,060.00

Total needed before reopening \$8,376.21

**Options & Alternatives:**

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Not approving the following recommendations is not a viable option due to unsuitable working conditions for the City Staff and Public.

**Financial Remarks:**  
 Review and act on the cemetery building sanitation needs as presented and amend the 2021 Budget line item 7800.49990 Appropriated Fund balance for \$8,376.21



**Executive Recommendation:**

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