



City of Waukesha

Waukesha City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

Cemetery Commission

Monday, April 7, 2025

5:30 PM

City Hall Training Room

1. Call to Order

Present 7 - Pat Grulke, Amanda Roddy, Mike Chrisien, Cory C. Payne, Don Paul Browne, Terry Timm, and Ed Raether

2. Public Comment

Comments will be limited to 2 minutes and the Commission will take all comments under advisement at our next meeting.

3. Approval of Minutes

[ID#25-00601](#)

Attachments: [Draft Minutes for the 12.17.24 Cemetery Commission Meeting](#)

A motion was made by Ald. Chrisien, seconded by Member Roddy, that the Minutes be approved. The motion carried by the following vote:

Aye: 7 - Pat Grulke, Amanda Roddy, Mike Chrisien, Cory C. Payne, Don Paul Browne, Terry Timm and Ed Raether

4. New Business

[ID#25-00603](#) Consideration and recommendation regarding withdrawal of \$1,658.67 from Perpetual Care Trust Fund to be deposited to Prairie Home Cemetery Operating Fund.

Attachments: [Cover Sheet - Perp Care Trust Withdrawal](#)
[Perp Care Interfund-Trust Net Income 2019-2024](#)

A motion was made by Member Browne, seconded by Ald. Chrisien, that this Action Item be approved. The motion carried by the following vote:

Aye: 7 - Pat Grulke, Amanda Roddy, Mike Chrisien, Cory C. Payne, Don Paul Browne, Terry Timm and Ed Raether

[ID#25-00604](#) Consideration and recommendation regarding withdrawal of \$56,844.22 from Endowment Trust Fund to be deposited to Prairie Home Cemetery operating fund.

Attachments: [Cover Sheet - Endowment Trust Withdrawal](#)
[Endowment Interfund-Trust Net Income 2019-2024](#)

A motion was made by Member Grulke, seconded by Raether, that this Action Item be approved. The motion carried by the following vote:

Aye: 7 - Pat Grulke, Amanda Roddy, Mike Chrisien, Cory C. Payne, Don Paul Browne, Terry Timm and Ed Raether

5. Reports

a. Cemetery Director Report

[ID#25-00602](#) Cemetery Director Report

Attachments: [Cemetery Services Summary Jan-Dec 2024](#)
[Cemetery Services Summary Jan-Mar 2025](#)
[PL Statement Jan- Feb 2025 \(preliminary\)](#)

b. Friends of Prairie Home Cemetery President's Report

c. Cemetery Commission President's Report

d. Alderman's Report

6. Referrals

7. Set Next Meeting Date

The next meeting is scheduled for June 9, 2025, at 5:30pm.

8. Adjournment

A motion was made by Raether, seconded by Ald. Chrisien, that this meeting be adjourned. The motion carried by the following vote:

Aye: 7 - Pat Grulke, Amanda Roddy, Mike Chrisien, Cory C. Payne, Don Paul Browne, Terry Timm and Ed Raether

Please Note: There may be a majority of Council Members attending this meeting.

Notice: Any person who has a qualifying disability under the Americans with Disabilities Act that requires that the meeting be accessible or that materials at the meeting be in an accessible format, please contact Prairie Home Cemetery, 48 hours prior to the meeting, at 262-524-3540 or TDD at (800) 947-3529 so that arrangements may be made to accommodate the request. Attend this meeting in person or watch live at

<https://waukesha.legistar.com/calendar.aspx> (due to technical circumstances, the live stream may not always be available).