

**A G E N D A**  
**FOR THE BROWN CITY**



**EVERGREEN CEMETERY**



**SPECIAL  
BOARD MEETING  
TO BE HELD  
MONDAY, DECEMBER 7, 2020  
at 9:00 A.M.**

**AT THE BROWN CITY HALL, 4205 MAIN STREET, BROWN CITY  
(810-346-2325)**

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**MEETING CALLED TO ORDER by Chairman John Liebler at 9:00 AM.**

**CORRECTION & APPROVAL OF MINUTES:**

1. Regular Meeting – October 20, 2020.

**PAY BILLS:**

**PUBLIC QUESTIONS AND COMMENTS:**

**PERSONAL APPEARANCES: None scheduled.**

**PETITIONS & COMMUNICATIONS: None scheduled.**

**REPORTS & RECOMMENDATIONS:**

1. Point of Contact for Cemetery Burials and Operations.
2. Payment Procedure for Cemetery Burials and Operations.
3. Sexton Vacancy:
  - a. Review proposed job description (yellow / green);
  - b. Review proposed hiring advertisement (blue);
  - c. Review existing Sexton Contract (lavender).

**ADJOURNMENT.**

**\*\*\*MINUTES WILL BE AVAILABLE AT THE ADDRESS ABOVE\*\*\***