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Supervisor Jason Negri Clerk Mike Dolan Treasurer Jennifer Daniels Trustees Chuck Menzies, Patricia Hughes, Nick Miller, Joanna Hardesty

CEMETERY MEETING

Tuesday, March 31, 2026 at 10:00 AM
Hamburg Township Hall Board Room

AGENDA

CALL TO ORDER

PLEDGE TO THE FLAG

ROLL CALL OF THE COMMITTEE

CALL TO THE PUBLIC

CONSENT AGENDA

1. October 2, 2026 Cemetery Meeting Minutes

UNFINISHED BUSINESS

2. Transfer of Burial Rights - Paul Trudeau
3. Cemetery Software - Cemify Proposal
4. Hamburg South fence/gate
5. Tree Trimming at South Hamburg
6. Hamburg South Grading of Center Section
7. Hamburg South Signage with Rules & Regulations
8. Identification of Hamburg North Property Line
9. Mausoleum Landscape Design
10. Skid-steer Pricing

CURRENT BUSINESS

11. Maintenance Cost Increase
12. False Set-Up Pad 16 x 16

APPROVAL OF THE AGENDA

CALL TO THE PUBLIC

BOARD COMMENTS

ADJOURNMENT

CEMETERY COMMITTEE MEETING

Thursday, October 2, 2025 at 11:00 a.m.
Hamburg Township Hall Board Room

MINUTES

CALL TO ORDER

Negri called the meeting to order at 11:16 a.m.

ROLL CALL OF THE COMMITTEE

PRESENT

Jason Negri
Mike Dolan
Jennifer Daniels
Mary Kuzner
Duane Hoepfner

CALL TO THE PUBLIC

None.

CONSENT AGENDA

1. 9/17/2025 Cemetery Meeting Minutes

Motion made by Daniels, seconded by Negri, to approve the Consent Agenda as presented.

Voting Yea: Dolan, Daniels, Negri

APPROVAL OF THE AGENDA

Motion made by Negri, seconded by Dolan, to approve the Agenda as amended adding Item #4 Court Authority Form, Item #5 Mapping Software, Item #6 Mausoleum Conceptual Drawing, Item #7 Road grading/gravel, Item #8 Skidsteer, and Item #9 Cemetery Ordinance Update under unfinished business.

Voting Yea: Dolan, Negri, Daniels

UNFINISHED BUSINESS

2. Fencing

Motion made by Dolan, seconded by Daniels, for Dolan to work with Hoepfner to install a 4-foot section of no dig fencing at the southwest corner of South Hamburg cemetery.

Voting Yea: Dolan, Daniels, Negri

3. Rules Signage

Motion made by Dolan, seconded by Negri, to approve the purchase of 4 signs after final verbiage from Sexton Hoepfner and Chairperson Negri and for 2 of them to be placed at North Hamburg Cemetery and 2 at South Hamburg Cemetery.

Voting Yea: Dolan, Daniels, Negri

4. Court Authority Appointed Form

Motion made by Negri, seconded by Dolan, to approve the Court Authority Appointed Form as amended.

Voting Yea: Dolan, Daniels

5. Mapping Software

Motion made by Dolan, seconded by Daniels, for all those having interest to bring forward mapping software packages, programs, costs and other ideas at the next meeting so that a decision can be made as soon as possible.

Voting Yea: Dolan, Daniels, Negri

6. Mausoleum Conceptual Drawing

Motion made by Dolan, seconded by Daniels, to utilize Tabitha Dolan as a free source to provide conceptual drawings for low cost enhancements to the mausoleum and surrounding area.

Voting Yea: Negri, Dolan, Daniels

7. Road Grading/Gravel

Motion made by Negri, seconded by Daniels, for Sexton Hoepfner to obtain pricing to gravel the 2-track drive thru-way and the Deputy Clerk to look into possible donations.

Voting Yea: Daniels, Negri, Dolan

8. Skid-steer Pricing

Motion made by Dolan, seconded by Daniels, for the MUC Committee to take up discussion of input needs for combination skid-steer.

Voting Yea: Negri, Dolan, Daniels

9. Cemetery Ordinance Update

A determination was made that there was no need to put the rules & regulations in the ordinance as the ordinance already refers to the rules & regulations.

CALL TO THE PUBLIC

There was no response.

BOARD COMMENTS

Motion made by Negri, seconded by Daniels, to proceed with Highland for tree trimming and removal and stump grinding at a cost not to exceed \$7,800.00.

Voting Yea: Dolan, Daniels, Negri

ADJOURNMENT

Motion made by Negri, seconded by Dolan, to adjourn.

Voting Yea: Negri, Daniels, Dolan

Meeting Adjourned at 12:10 pm

Respectfully submitted,

Mary Kuzner

Mary Kuzner
Recording Secretary



Mary Kuzner

From: Duane Hoepner
Sent: Friday, March 27, 2026 11:02 AM
To: Jason Negri; Jennifer Daniels; Mike Dolan; Mary Kuzner
Subject: Fw: Hamburg Township – Preliminary Estimate

FYI for the upcoming Cemetery Committee meeting.

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From: Amber Habing <amber@cemify.com>
Sent: Friday, March 27, 2026 10:43:20 AM
To: Duane Hoepner <dhoepner@hamburg.mi.us>
Subject: Hamburg Township – Preliminary Estimate

Hi Duane,

Thanks again for sending everything over and for taking the time to walk us through your current setup.

Based on what we've reviewed so far, I wanted to share a **very rough ballpark estimate** that you can use for your upcoming committee discussion.

At a high level, I expect the **one-time setup cost to range from \$7,500 - \$15,000**, plus an **annual subscription of \$1,299/year**.

This is still an early estimate. From what we're seeing, your burial data appears to be in good shape and tied to plots, which is helpful. That said, we'll likely want to take a closer look at the maps and overall layout, ownership data, and any additional materials from BS&A to better understand the full scope and narrow the pricing.

If this general range feels workable on your end, the next step would be to schedule a quick materials review call after your meeting so we can go through everything together and put together a more detailed proposal.

Please feel free to reach out if any questions arise in the meantime. I'm happy to help!

Have a great weekend,

Amber
[Cemify](#)
amber@cemify.com