



**Meeting Location: Municipal Center**  
**7100 147th Street West**  
**Apple Valley, Minnesota 55124**

---

**July 15, 2025**

Lebanon Cemetery Of Apple Valley Agenda

**2:00 PM**

1. Call To Order
2. Approval Of Agenda
3. Audience - 10 Minutes Total Time Limit - For Items Not On This Agenda
4. Approval Of Minutes
  - A. Approve Minutes of April 15, 2025 meeting
5. New/Continued Business
  - A. Cemetery Improvements
    - South Shelter Columbarium Area
    - Columbarium Water Feature
    - Maintenance Shed
  - B. Activity Report - 2nd Quarter 2025
  - C. Maintenance and Grounds Update
  - D. Discuss Proposed Fee Increases for 2026
6. Communications/Updates
  - A. Update on Committee vacancy
7. Other Business
8. Adjourn

Next Regularly Scheduled Meeting Date: October 21, 2025

CITY OF APPLE VALLEY  
LEBANON CEMETERY ADVISORY COMMITTEE  
April 15, 2025

Minutes of the regular meeting of the Lebanon Cemetery Advisory Committee of Apple Valley, Dakota County, Minnesota, held April 15, 2025, at 2:00 p.m. at Apple Valley Municipal Center.

PRESENT: Tim Anderson, Dave Brueshoff, Tanya Grawe, Alan Kohls, Dave Kurtz,

ABSENT: Nancy Anderson, Jan Monro

City staff members present were: Public Works Director Matt Saam, Streets Superintendent Jeff Lathrop and Cemetery/Public Works Coordinator Wendy Davis

1. CALL TO ORDER

The meeting was called to order at 2:01 p.m. by Chair Kohls.

2. APPROVAL OF AGENDA

MOTION: of D. Brueshoff, seconded by T. Grawe approving the agenda for today's meeting as written. Ayes - 5, Nays - 0

3. AUDIENCE – 10 MINUTES TOTAL TIME LIMIT FOR ITEMS NOT ON THIS AGENDA

There was no one present to speak.

4. APPROVAL OF MINUTES – January 21, 2025

MOTION: of D. Brueshoff, seconded by D. Kurtz approving the minutes of the January 21, 2025, meeting. Ayes - 5, Nays - 0

5. NEW/CONTINUED BUSINESS

A. Election of Officers

Chair Kohls asked for nominations for Chair. Committee Member T. Grawe nominated Alan Kohls for Chair. There were no other nominations.

MOTION: of T. Grawe, seconded by D. Kurtz appointing Alan Kohls, Chair of the Lebanon Cemetery Advisory Committee for 2025. Ayes - 5, Nays - 0

Chair Kohls asked for nominations for Secretary. Committee Member T. Grawe nominated David Brueshoff. There were no other nominations.

MOTION: of T. Grawe, seconded by D. Kurtz appointing David Brueshoff, Secretary of the Lebanon Cemetery Advisory Committee for 2025. Ayes - 5, Nays - 0

## B. Cemetery Improvements

New Columbarium Area – Mr. Lathrop updated the committee on the status of the new columbarium. A new columbarium for the area south of the shelter has been ordered. This will be the second of four columbaria in the area south of the Memorial Shelter. The Columbaria is planned to be installed in August. An additional 10 single niches will be available in the new columbarium for a total of 20 single niches. A question was had by a committee member on the current sales in the first columbarium. All future water feature side niches have sold and only two single niches remain.

Columbaria Area Water Feature – Mr. Saam updated the committee on the status of the water feature near the new columbaria area. There are funds allocated in the budget to begin the process of designing and installing the water feature. Previously, a private donor has expressed interest in assisting with the water feature as well. Updates will be provided at a future meeting.

Maintenance Shed - The maintenance shed will be on the west side of the cemetery and will be an approximately 30 x 40 building that stores cemetery equipment such as lowering devices and vaults. Mr. Lathrop informed the committee that quotes for the maintenance shed had been received and most were higher than anticipated. The estimated cost of the project is \$12k over budget. Staff will schedule time to review the project with Engineering and the goal is still to install the garage in 2025.

## C. 1<sup>st</sup> Quarter Activity Report

MOTION: of D. Kurtz seconded by T. Anderson, accepting the Activity Report for First Quarter 2025. Ayes - 5, Nays - 0

## D. Maintenance and Grounds Update

Mr. Lathrop stated that with warmer weather, burial site restorations will take place in the next couple of weeks. A cemetery cleanup will take place to collect non-regulation items and dispose of any items that the wind has blown away. The irrigation will be turned on soon. The cemetery volunteer positions for the year are full with a waiting list established.

## 6. COMMUNICATIONS / UPDATES

Workers Day - The annual Workers Day Ceremony will be held at Lebanon Cemetery on April 28 at 6PM. The ceremony commemorates workers who have died while performing their occupations.

A new digital agenda software will be implemented in May of 2025. All future committee agendas will be created in this new software. The July 2025 meeting of the Cemetery Committee agenda will be the first meeting with the new digital agenda.

## 7. OTHER BUSINESS

8. ADJOURN

MOTION: of T. Anderson, seconded by D. Brueshoff to adjourn the meeting. Ayes - 5, Nays - 0

Meeting adjourned at 2:25 p.m.

Respectfully submitted,

\_\_\_\_\_  
Wendy Davis, Cemetery/ Public Works Coordinator

Approved by the Cemetery Advisory Committee on \_\_\_\_\_

**Lebanon Cemetery of Apple Valley  
2025 Activity Report  
(Second Quarter)**

April 1 to June 30, 2025

<b>SALES</b>	<b>Resident</b>	<b>Non-Resident</b>	<b>Preneed</b>	<b>At Need</b>	<b>Available</b>
Traditional Lot	8	4	8	4	525
Cremation Lot	4		4	0	743
Columbarium Niche	3	1	3	1	31
Cremation Boulder	8	2	6	4	19 boulder places
<b>SUBTOTAL</b>	<b>23</b>	<b>7</b>	<b>21</b>	<b>9</b>	

**TOTAL SALES**

<b>BURIALS</b>	<b>Traditional</b>	<b>Creman</b>
Traditional Lot	6	6
Cremation Lot	-	1
Columbarium Niche	-	5
Cremation Boulder	-	3
<b>SUBTOTAL</b>	<b>6</b>	<b>15</b>

**TOTAL BURIALS**

**TITLE CHANGES**

**TRANSFERS**

**RETURNS**

**LOT SPLITS**