

Minutes of
Bainbridge Township Cemetery Board
February 3, 2010

Present: Jeff Markley, Township Trustee; Bill Takacs; Don Mitchell; Rob Arnold; Greg Marous, Road Department and Linda Zimmerman, Secretary

Guest: Ted Seliga

The meeting was called to order at 3:34 P.M. at the Town Hall.

NEW BUSINESS

Mr. Markley thanked Mr. Marous for the agenda he submitted.

MINUTES

Mr. Takacs made a motion to approve the meeting minutes dated January 6, 2010 as written.

Mr. Markley seconded the motion that passed unanimously.

OLD BUSINESS

Wrought Iron Fence Quotes - Restland Cemetery

Mr. Marous reported that he only received two quotes for the repair of the wrought iron fence, one was from the Village Blacksmith at \$3,672 which provided an option to metallicize which is a process of spraying a Moulton zinc and aluminum coating similar to galvanizing at an additional cost of \$1,700 and one from Auburn Fence at \$2,900. He said they both agreed to do the black epoxy, sandblasting and reinstallation. The board discussed if it is necessary to have it done now before Memorial Day or do the metallacizing if it is going to give the fence a longer life. Mr. Marous said according to the Village Blacksmith it hasn't been around long enough to know if it will last 30 years and Auburn Fence is not willing to do the metallicizing. Mr. Markley said he would like to recommend to the trustees to proceed contingent on the need unless it is not breaking down badly enough to be an eyesore or is threatening the integrity of the metal. Mr. Marous said it is probably not threatening, it is not the east or west sides of the fence it is the inside that would be called the north and south sides that is rusting and he thought it would be better to get it done before it got worse and noted that the archway is up off the ground more and it has not seen the salt or the snow piled up against it. Mr. Markley said he will take a look at it and make a recommendation to the trustees and as a committee's perspective it could be done now or five years from now but to recognize that it is going to get worse and it is up to the trustees but should it be in a five year plan for the cemetery or done this year before Memorial Day. Mr. Markley said the issue has been identified and the recommendation to the trustees is to do it now or put it in a five year plan.

Restland Cemetery Chainlink Fence

Mr. Marous reported that he met with a representative of Great Lakes Fence regarding the damaged paint that was done during the installation of the fence. He said they will come back out in the spring and sand everything down and wire brush the spots that are bad and repaint it with special paint and there won't be any charge for that and added that the township is still withholding money from them until the repairs are done.

Perpetual Decorations

Mr. Markley will check with the prosecutor's office regarding the obligation of the township to provide the perpetual decorations at Christmas and Memorial Day for certain graves within Restland Cemetery because it is adding to the operating cost of the cemetery by \$350.00 annually. The board discussed having the township supply the wreaths and real flowers at a lesser cost and it was noted that just the front entrance to the cemetery in Chagrin Falls Village is decorated.

Grass Cutting and Fertilization Bids

Mr. Markley reported that the bid package for the grass cutting and fertilization was approved by the county prosecutor and will be advertised soon. The board discussed that it does not get involved with the bidding process other than making sure the work gets done.

Flowers

Mr. Marous said he talked with a representative of the Boy Scouts and a plan needs to be put together soon and suggested that maybe local greenhouses can be approached for donations or the purchase of flowers at a lower cost.

Re-Zoning

Mr. Markley said the re-zoning has not yet been done but graves can be sold in the new expansion area without it.

Civil War Marker

Mr. Marous reported that the 48" stand-up marker came in and will be installed and it does not require a concrete footer according to the Veterans Administration because it is set 18" - 20" down with dirt packed around it.

New Restland Cemetery Sign

Mr. Marous reported that he met with the church regarding the proposed new sign at the entrance and they told him to come up with a size and a design and they will vote on it. The board discussed giving the church a couple of options so it is agreeable to the cemetery board and the church.

Restland Cemetery Address

The board discussed whether or not the cemetery has a physical post office address and it was determined that it does not but since there is no building there The Bainbridge Community Church address of 17751 Chillicothe Road is currently used for location purposes. The secretary will pursue getting an address assigned to the cemetery through the zoning inspector.

Late Burials

The board discussed the proposed Late Burials rule which reads “No burials will be permitted after 2:00 P.M. beginning November 1st through April 15th”. Mr. Markley will put it on the February 8, 2010 trustee meeting agenda for approval.

NEW BUSINESS

Memorial Day Celebration

The board discussed the Memorial Day Celebration and the township’s role is to provide a current list of the deceased Veterans and to make sure the cemetery is presentable and the flags are installed on the Veterans’ graves. Ms. Cindy Wojtasik and Mr. Ted Krejsa are still in charge of the event and Mr. Don Mitchell will install the Firefighter flags. The board discussed installing the flags along Route 306 along with the POW flag and it was noted that it is done by the township. Mr. Markley will contact the Bainbridge Civic Club regarding a donation of flags.

Maintenance Garage

The board discussed the maintenance garage located at the entrance to Restland Cemetery that stores the tractor, snow blower, the trailer with the boards and concrete. The board was in agreement that it needs to be painted or sided and discussed if it should be done before Memorial Day. The board also discussed moving it back into the woods as an alternative, donating it to the church or tearing it down and building a new one and if a new one is built in the back a wing could be added for the storage of topsoil etc. It was also noted that the current location of the building could be used for a future columbarium. Mr. Marous will look into this further.

Cemetery Records Archives

Mr. Markley reported that there is a need for record storage so the township could keep buying filing cabinets or digitize the maps/records. It could be done by a company or the township could buy or lease a wide format scanner and have high school students/interns do the work. The township has wide format maps of the cemetery and other files so there would be an opportunity to use that machine to electronically scan and archive the cemetery files and put it on a disc. Mr. Markley said we have thousands of copies and the zoning and cemetery departments can use the scanner plus all of the historical records can also be retained.

Sign Holders

Mr. Marous suggested purchasing sign holders that could be used for grave markers until a headstone is installed.

March Work Session

Topics to be discussed at the March work session are the waterline relocation, identify which graves cannot be sold, tree plantings and donations of trees, columbariums, maintenance garage, new sign, flowers and perpetual wreaths.

The next regularly scheduled meeting will be held March 3, 2010 at 3:30 P.M.

Since there was no further business before the board, the meeting was adjourned at 4:50 P.M.

Respectfully submitted,

Linda L. Zimmerman
Secretary to Cemetery Board