

Minutes of  
Bainbridge Township Cemetery Board  
October 20, 2010

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

Mr. Takacs called the special meeting to order at 3:40 P.M. at the Town Hall.

OLD BUSINESS

Columbariums

The board held a work session to review the scope of work for the proposed columbarium. Mr. Markley explained that the cemetery board can develop the scope of work and request for proposal because it will have to go out for a formal bid. The board discussed the scope of work and details such as the size, the number of niches, the color of the granite and the board agreed that the footer shall be designed by the contractor per the manufacturer's specifications and shall not be less than 42" deep and the granite must be either North American or American - mined, quarried and milled granite, a sample of material must be provided, proof of origin must be provided and it would be delivered and installed by the contractor.

Mr. Seliga reported that he visited the Chagrin Falls, Hudson and Brecksville cemeteries and noted the variations and problems with those columbariums. After some discussion the board was in agreement to have just the columbarium built at this time without any other supporting items such as pavers, walkways, etc. Mr. Markley explained that the trustees would authorize the cemetery board to proceed with a request for proposal and the township then would advertise it because it is an expenditure of money. The cemetery board will have the design specs for the next trustee meeting in two weeks. The board agreed to include in the bid that the location will be determined by the township and marked. Mr. Marous suggested that the board meet at the cemetery to determine the exact location.

The board was in agreement to write the Request for Proposal and present it at the next board of trustees meeting. Also discussed was a separate request for excavation as an alternate bid.

The board talked about the justification for building it which is to conserve land, provide for a market place that is growing for niche burials, it is a project that will pay for itself when constructed and will actually provide additional revenue to build the next one and will be an additional asset to the cemetery.

Mr. Seliga presented a design layout and compared it to the columbariums in Chagrin Falls, Hudson and Brecksville regarding size, panels, roof, exterior finish, thickness of bases etc. The board discussed the rosettes and if another material could be used such as stainless steel. The board preferred a double base unit with a rock face bottom with the first base being smooth and the same thickness as the bottom base and discussed having a center panel to support the upper panels and was in agreement to not have flutes on the side but to have a smooth surface and the niche depth should be increased from 12" to 14" as discussed at the last meeting. The roof pitch will be slanted side to side and the board discussed the ease or difficulty of removing panels with two bases and the thickness of the roof. Also included in the specifications should be additional rosettes for replacement purposes.

### Motion

Mr. Seliga made a motion to recommend the following specifications for the construction of a columbarium: a two piece base with the lower base being a rough edge and everything above the lower base is to be polished; there shall be a center piece as per the specifications of the columbarium at the Chagrin Falls cemetery; the side panels are to be smooth and polished; the bases are 6" per piece and the roof shall be pitched from center to sides. The thickness of the roof and the amount of overhang is to be determined. The preferred granite type, color, niche size and rosettes will also be provided in the specifications.

Mr. Takacs seconded the motion that passed unanimously.

### Budget

The board discussed the budget. Mr. Seliga submitted information taken from the actual township accounting system. The board will continue to review the budget at the next meeting.

Since there was no further business before the board, the meeting was adjourned at 5:05 P.M.

Respectfully submitted,

Linda L. Zimmerman  
Secretary to Cemetery Board