

Minutes of
Bainbridge Township Cemetery Board
March 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 3:30 P.M. at the Town Hall.

MINUTES

The minutes of the regularly scheduled meeting of February 3, 2010 were approved as written.

OLD BUSINESS

Perpetual Decorations/Wreaths

Mr. Markley reported that he checked with Roberta Nichols of the Fiscal Officer's Office and she does not have a written agreement for Lowes Greenhouse to automatically place the perpetual decorations/wreaths on certain graves for Christmas and Memorial Day in Restland Cemetery. The board discussed the cost to the township and it was suggested that the township place wreaths and potted decorations at the entrance to the cemetery or have the Girl Scouts plant colorful flowers at the vault. Mr. Markley will notify Mr. Jeff Griff of Lowes Greenhouse to not supply the cemetery with potted plants on Memorial Day and wreaths for Christmas this year.

Wrought Iron Fence Restland Cemetery

The board discussed the condition of the wrought iron fence at the entrance to Restland Cemetery and whether it should be sandblasted and painted or if it should have the metallicizing process which is more costly and if it should be done now or at a later time. Mr. Markley asked the board members to look at the fence before the next meeting so a determination can be made. The board was in agreement to review the situation and quotes at the next meeting and make a recommendation to the Board of Trustees.

Grass Cutting and Fertilization

Mr. Markley reported that the Landscaping Bids are due on Friday so the contract will be solidified soon.

Flowers For Memorial Day - Vault Building

Mr. Markley will contact the scout leaders about planting flowers around the vault for Memorial Day. The board also discussed the possibility of getting some or all of the flowers donated.

Re-zoning

Mr. Markley reported on his conversation with Mr. Don Sheehy, Chairman of the Zoning Commission about the re-zoning of various parcels in the township. The board discussed the passive park area and whether it should be re-zoned back to residential because the cemetery expansion is located there. He said the township could allow cemeteries to be a permitted use in Passive Park Districts and rather than rush to create a legal description for a piece of property that should or should not be re-zoned from passive park, perhaps look at that chapter a little differently or create a public facilities zoning classification which other communities have for civic or governmental purposes. He noted that there was an opinion from the Prosecutor's office that it is permissible to start utilizing the property for a cemetery without the re-zoning in place first.

Civil War Marker - Fowler Cemetery

The marker will be installed in the spring.

New Restland Cemetery Sign

The board discussed the proposed new sign location which will be for visibility for people to find the cemetery. Mr. Mitchell explained that when he put the original sign up he obtained permission from the church and they wanted it to match their sign. He said because there was none there before some of the funeral directors had trouble finding the cemetery. Mr. Markley suggested tabling it until a design and size is determined and what the zoning will allow and then it could be sent out to a sign company for a design to be made. Mr. Markley urged all of the board members to take a look at what type of signage should be used there.

Restland Cemetery Address

The board discussed the necessity for having an address for Restland Cemetery for location purposes only but no mail will be sent there. There is no address associated with the cemetery as of now and the utility meter that is located there does not have an address. The board discussed the pros and cons and was in agreement to have the Fire Department assign an address to the cemetery which will be 17759 Chillicothe Road. The address can be placed on the street sign, maintenance building and/or gate to assist people in finding the cemetery.

Late Burials Policy

The board discussed the proposed policy regarding burials after 2:00 P.M. from November 1st through April 15th. Mr. Markley did not think it had been acted on by the township trustees yet. Mr. Mitchell noted that in 17 years, he maybe had five or six burials past 2:00 P.M.

Flags

The board noted that the township is responsible for putting the flags on the Veteran's graves for Memorial Day. Mr. Mitchell added that he sometimes had the Scouts help him with that job.

Maintenance Garage

Mr. Marous reported that he has a name of a company out of Mentor that does lead paint testing so he will get a price for that because a professional would have to abate the lead before it can be painted. A discussion was held on whether to re-hab the building with paint or siding or build a new one and which approach would be more effective. Mr. Markley stated that Mr. Dave Mitchell, Properties Superintendent should be involved because there may be other buildings that need to be painted so the quotes could be obtained for all of them at once. Also discussed was the re-location of the building to the back with additional storage for topsoil and material. The current maintenance building is being used to house the tractor, snow blower, rototiller, the trailer for the plywood and boards, all concrete, flags, shovels, tools and driveway markers. The board discussed running electric to the current building and the proposed new location in the back. Mr. Marous will research manufactured buildings along with the costs for the next meeting.

Cemetery Expansion Map

The board reviewed the cemetery expansion map to determine which graves cannot be sold right now because of the waterline location which are Lots 33, 34, 35, 36 and possibly 39 and 40. Mr. Marous said per Mr. Rudyk the relocation of the waterline probably won't happen until late summer or early fall. Mr. Marous added that Lots 37 and 38 have to be for ashes only because the storm sewer encroaches in that area. The board discussed the proposed columbarium locations. The recommendation of the committee was to eliminate Lots 40, 41, 43, 44, 46, 47, 49, 50, 52, 53, 55, 56, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78 to allow room for the proposed columbariums.

Columbariums

Mr. Markley reported that he spoke with Geauga County Assistant Prosecutor Rebecca Schlag regarding the installation of columbariums in township cemeteries. He also stated that while attending the Ohio Township Association meeting in Columbus, he met with representatives who are selling columbariums and cemetery software to townships in Ohio. He will follow up with one of the representatives he spoke with to obtain more information and a list of townships in Ohio that are installing columbariums.

NEW BUSINESS

Policy Issue - Emergency Notification

Mr. Markley explained that recently a funeral home was unable to reach township personnel for a Tuesday burial because the offices were closed during the weekend and on Monday due to a holiday. He said the board needs to look at that as a policy issue to find out how this can be resolved. Mr. Seliga said he recently learned how the City of Streetsboro handles an emergency situation and that is the funeral homes call the police department and the police department notifies the cemetery and road department personnel. The board discussed the idea of having the police dispatchers notify Mr. Rudyk and it would be his call on whether or not to schedule personnel for the next available workday. Mr. Markley will present this idea to the board of trustees for approval. The funeral homes will then be notified to contact the Police Department's non-emergency number in the event of an emergency.

Cemetery Deeds

The board discussed a more efficient way of preparing the cemetery deeds according to how other townships in the county are preparing them. More information will be obtained for the next meeting.

Snow Plowing Plan

The board discussed establishing a snow plowing plan for the cemetery next year.

New Cemetery Board Member

Mr. Ted Seliga expressed an interest in joining the Cemetery Board. Mr. Markley will convey to the trustees that the board members would like to have another citizen member.

The next regularly scheduled meeting will be held April 7, 2010 at 3:30 P.M.

P.M. Since there was no further business before the board, the meeting was adjourned at 5:02

Respectfully submitted,

Linda L. Zimmerman
Secretary to Cemetery Board