

Minutes of
Bainbridge Township Cemetery Board
June 2, 2010

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

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

MINUTES

Mr. Arnold made a motion to approve the minutes of the regularly scheduled meeting of May 5, 2010 as written.

Mr. Mitchell seconded the motion that passed unanimously.

Mr. Seliga made a motion to approve the minutes of the special meeting of May 19, 2010 as written.

Mr. Marous seconded the motion that passed unanimously.

OLD BUSINESS

Wrought Iron Fence

Mr. Marous reported on the wrought iron fence repairs at Restland Cemetery.

Maintenance Garage

Mr. Marous stated that the painting of the maintenance garage at Restland Cemetery is completed.

New Cemetery Sign

Mr. Marous reported that the church is currently working on designing new signs and will include the design of the cemetery sign because it is on church property and noted that the address has not yet been installed.

Driveway License Agreement

Mr. Marous stated that the church is looking into the driveway license agreement with the township.

New Maintenance Building

Mr. Marous reported that he consulted with Mr. Walter Rudyk, Road Superintendent regarding a new maintenance building for the cemetery. The board discussed moving the old road garage from Bainbridge Road in lieu of a new building and was in agreement to not consider it for a maintenance building for the cemetery because of its condition and also discussed the construction of a new building. Mr. Markley will add the new building to the township project list.

Late Burial Policy and Emergency Notification

The board discussed the late burial and emergency notification policies and was in agreement to ask that it be placed on the trustee agenda for June 14, 2010 but was in agreement to proceed with the notification of these policies to the funeral homes.

Landscaping/Tree Planting Plan

The board discussed planting perennials and donated/memorial trees that would require little or no maintenance. The board was in agreement to move forward with a landscaping plan regarding location, type, number of donated/memorial trees and a marketing plan.

Re-Zoning of Part of Restland Cemetery

Mr. Markley reported that he contacted Mr. Donald Sheehy, Chairman of the Zoning Commission regarding the Cemetery Board's recommendation that township cemeteries be permitted in Passive Park Districts.

Columbariums

Mr. Markley reported that he has received insights from different communities regarding costs, materials and fees. The board was in agreement to hold another special work session to discuss columbariums.

Headstone Repairs

Mr. Marous stated that there is nothing new to report regarding headstone repairs.

OTHER BUSINESS

Ohio Cemetery Association

Mr. Arnold reported that there will be an Ohio Association of Cemetery Superintendents & Officials conference this summer. Mr. Arnold will supply Mr. Marous with the information regarding the conference. The board also discussed subscribing to the Ohio cemetery magazine and joining the Ohio Association of Cemetery Superintendents & Officials. Mr. Seliga will check to see if the township is already a member.

Cemetery Management Software

Mr. Takacs reported that he spoke with Mr. Martin Champion of Technographics regarding obtaining a quote from him to update the existing PlotFinder software with the new expansion of Restland Cemetery. He said that Mr. Champion indicated that the existing software will handle columbarium records. The board discussed updating the existing cemetery management software versus purchasing new software from a different company since PlotFinder is no longer supported. Mr. Takacs will do more research on cemetery software options.

Cremation Urns

The board discussed the various size of urns and was in agreement that they have to meet the township's size requirements for the proposed columbarium niches.

NEW BUSINESS

Re-purchase of Graves

The board reviewed the policy, rules and regulations regarding the repurchase of graves which states "The township may repurchase unused graves from a holder of a grave at a greater of: (a) the price a purchaser originally paid for the grave or (b) at 75% of current price." This is in regards to a person who would like to sell a grave back to the township who had paid the current price of \$300.00. Mr. Markley will check with the Prosecutor's Office regarding the legal procedure for re-purchasing graves.

Disinterments

The board discussed the disinterment process. Mr. Arnold explained the process that is used in Chagrin Falls. Mr. Markley will contact the Prosecutor's Office for an opinion on disinterments.

Cemetery Budget

The board reviewed the cemetery budget and was in agreement to discuss it further at the special meeting.

Memorial Day

Mr. Marous reported on the Memorial Day event held at Restland Cemetery on Sunday, May 30, 2010.

Meeting Schedule

The board was in agreement to hold a special meeting/work session on Wednesday, June 16, 2010 at 3:30 P.M. for the purpose of discussing columbariums and the budget.

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

Since there was no further business before the board, the meeting was adjourned at 5:15 P.M.

Respectfully submitted,

Linda L. Zimmerman
Secretary to Cemetery Board