

Minutes of
Bainbridge Township Cemetery Board
July 7, 2010

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

Mr. Takacs called the meeting to order at 3:38 P.M. at the Town Hall.

Guest: Patty Mills, South Russell Cemetery Board

MINUTES

The minutes of the June 2, 2010 and June 16, 2010 meetings were approved as written.

OLD BUSINESS

Notification to Funeral Directors and Monument Companies

The board reviewed a letter that will be sent to funeral directors and monument companies regarding current cemetery rules and policies and was in agreement that it should be sent out immediately.

New Sign for Restland Cemetery

The board discussed the new proposed sign for the entrance and Mr. Marous reported that he spoke with Mr. Shane Wrench, Zoning Inspector regarding what is permitted. The board was in agreement to make it the same size and shape of the church sign and add the address number on the bottom. Mr. Marous said the township has to get permission from the church because it is on their property. The board discussed having it made of plastic or aluminum instead of wood and will forward the design to the church for approval before obtaining quotes.

Proposed New Maintenance Building

The board held a discussion on the proposed new maintenance building regarding convenience, cost and efficiency. Funding for it was discussed along with the proposed size of the building and the material storage area. The board was in agreement to ask that the proposed building be placed on the township's five year plan.

Landscape, Tree Planting & Marketing Plans

The board was in agreement to put these items on hold for now.

Columbariums

The board members reviewed quotes and materials for columbariums and was in agreement that it should be a simple design. Mr. Seliga reported that he had an in-depth discussion with Sheffields and submitted photos of granite interiors and said their thoughts were to stay away from anything but granite. The color of the stone selection was also discussed because if multiple units are built in the future, the concern is that it won't match. The quality of the stone was discussed and it was recommended to stay away from Chinese granite even though it may be cheaper because it can fade and fracture and a lighter color granite is recommended for less fading and discolorations. Mr. Seliga said he obtained information from Stroud Lawrence Funeral Home regarding the recommended niche size and that 12" x 12" is a good standard and two burials can be placed in each chamber. The board was in agreement to look at affordability first and then decide on construction materials, color and type of granite. The board discussed how much we would have to charge for each niche depending upon the cost of the columbarium and all other expenses involved and was in agreement that the columbarium should at least pay for itself. Also discussed was the cost of full burials with a headstone versus purchasing a niche for cremations so it is a cost savings to the resident. The board agreed that the initial cost of the entire columbarium will determine what the sale price will be for each niche. The board was in agreement to start construction on the first columbarium in the Spring of 2011.

Cemetery Management Software

The board discussed the current cemetery management software and the fact that it is no longer supported by Technographics. Mr. Takacs reported that he mailed Mr. Martin Champion the engineering drawings but Mr. Champion has not gotten back to him on cost to add the graves and the driveways. The board discussed having the Geauga County IT Department look at PlotFinder to determine if they can update the software and what the township needs. Mr. Markley felt that if the current software is working for the township then it should be updated if possible. He will contact Mr. Lou Marion of the Geauga County IT Department regarding updating the software and if it cannot be accomplished then purchasing new software may be the only option.

Budget

Mr. Markley will submit the Cemetery Budget at the next township budget meeting.

Ohio Association of Cemetery Superintendents & Officials

It was noted that the membership dues have not been paid in two years but the board was in agreement that the township should join and Mr. Marous should attend the convention/trade show in August. Mr. Rudyk will submit a request to the Fiscal Officer's Office for payment.

Disinterment Form

The board reviewed a proposed disinterment form that is required by the ORC. It will be sent to the Geauga County Prosecutor's Office for review. The board also discussed the fees involved that will be charged for a disinterment which is \$1,000 plus the re-burial fee.

South Russell Cemetery Board Representative

The board met with Mrs. Mills regarding budget, burials, sales and columbariums. She thanked the board and added that S. Russell is also considering columbariums for the new cemetery.

The next regularly scheduled meeting will be held August 4 , 2010 at 3:30 P.M.

Since there was no further business before the board, the meeting was adjourned at 6:00 P.M.

Respectfully submitted,

Linda L. Zimmerman
Secretary to Cemetery Board