

Minutes of
Bainbridge Township Cemetery Board
January 18, 2012

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

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

OLD BUSINESS

Budget

The board reviewed the proposed budget for the cemeteries. Also discussed was a proposed new building for storage and top soil at Restland Cemetery.

Motion - Proposed Dirt Storage Building

Mr. Seliga made a motion to recommend to the Bainbridge Township Service Director that a new dirt storage building be built this year, not to exceed \$20,000.00, with an additional \$5,000 for the maintenance and/or addition onto the storage building itself.

Mr. Marous seconded the motion that passed unanimously.

Motion - Proposed 2012 Budget

Mr. Takacs made a motion to recommend the Cemetery Budget for 2012 in the amount of \$87,850.00 as follows:

ITEMS	2012 RESTLAND	2012 OTHER CEMETERIES
Landscape Maintenance	\$9,000.00	\$2,900.00
Grass Seed & Top Soil	\$2,000.00	NA
Tree Care & Removal	\$3,500.00	\$2,000.00
Stone Leveling	\$2,400.00	\$2,400.00
Ground Leveling	NA	NA
Electric	\$150.00	NA
Other Contract Services	NA	NA
Capital Improvements	\$25,000.00	NA
Supplies - Concrete, Fuel, Tools	\$5,000.00	NA

Lot Markers	NA	NA
Columbariums - Plantings & Mulch	\$500.00	NA
Fencing	\$500.00	\$500.00
Water Maintenance	\$1,000.00	NA
Staffing Salaries	\$30,000.00	NA
Software	\$1,000.00	NA
Total:	\$80,050.00	\$7,800.00

Mr. Marous seconded the motion that passed unanimously.

Proposed Scout Projects

The board discussed proposed Scout projects for the cemetery such as planting flowers in front of the center vault building, installing a paver ring around the flag pole, planting shrubs and/or flowers in front of the retention basin and columbarium pavers. Mr. Markley will submit the list to Mr. Dave Mitchell for proposed scout projects. It was noted that the project of installing pavers around the columbarium will require more planning and coordination with the township.

NEW BUSINESS

Funeral Home Notifications

The board discussed notifying the area funeral homes that there will be no burials on all holidays recognized by Bainbridge Township.

The secretary will send out letters to the funeral homes again this year informing them of those dates.

Purchase of Columbarium Niches by Current Grave Owners (Residents Only)

Mr. Seliga reported that he met with the Fiscal Office for a clarification on how payments should be made when a current grave owner trades a grave in for a columbarium niche. It was determined that it would be better to give a credit for their grave(s) towards a columbarium niche instead of a refund.

Marketing for Columbariums

The board discussed marketing the sale of the new columbarium niches. It was suggested posting it on the website, putting it in the township newsletter and notifying the Spirit of Bainbridge and the Chagrin Valley Times. The Board of Trustees will write a press release and photos will be provided by the Cemetery Board.

Notification Requirements - Alumni Newsletter

Mr. Takacs volunteered to publish the notification requirements in the Bainbridge Alumni Newsletter to reach out to former residents who may own graves at Restland Cemetery.

The next regularly scheduled meeting will be held February 1, 2012 at 3:30 P.M.

Since there was no further business before the board, the meeting was adjourned at 5:16 P.M.

Respectfully submitted,

Linda L. Zimmerman
Secretary to Cemetery Board