

Minutes of
Bainbridge Township Cemetery Board
November 16, 2011

Present: Ted Seliga, Acting Chairman; Rob Arnold; Greg Marous, Road Department and Linda Zimmerman, Secretary

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

NEW BUSINESS

Fee Schedule

The board discussed the current fees regarding cremation burials for residents and non-residents and was in agreement to amend the fees for cremation burials to be consistent with the full burial fees so there is no difference between residents and non-residents regarding the rates.

Mr. Seliga made a motion to recommend that the non-resident fees be amended to be the same as the resident fees for cremation burials.

Mr. Arnold seconded the motion that passed unanimously.

Cremains (urn burials) - In Ground and Niche

Resident	Non Resident
\$125.00 weekdays	\$200.00 \$125.00 weekdays
\$200.00 Saturdays	\$300.00 \$200.00 Saturdays

The recommended fees will be forwarded to the Board of Trustees.

Lettering on Niche Covers

The board discussed the niche lettering and size for the niche doors and reviewed a sample of fonts from Sheffield Monuments. The board referred to the samples presented and was in agreement to adopt the font style and size recommended by Sheffield Monuments (First Name, Last Name, Date of Birth, Date of Death).

The board discussed the addition of Jr., Sr., I, II or III etc. to the names on the niches and was in agreement to allow these additional designations after a name on a niche door.

Cemetery Deeds, Application to Assign/Transfer Graves, Application to Purchase Niches

The board reviewed the proposed new forms that have been forwarded to the Prosecutor's Office for review. The board was in agreement to adopt the Application to Transfer, pending approval of the Prosecutor's Office and to add Columbarium before the word Niches on the Deed and to use the same form for Application to Purchase by adding Niches to the form instead of having a separate one for the sale of columbarium niches.

Cemetery Notification Form

Mr. Marous presented a Cemetery Notification Form that can be used when the funeral homes call for burials. The board discussed the form and how it can be used for future burial information. The secretary will modify the form for Bainbridge Township.

Mr. Markley dropped off examples of actual font sizes for the niche doors. The board was in agreement to not change the previous decision of adopting the font style and size as recommended by Sheffield Monuments.

The next regularly scheduled meeting will be held December 7, 2011 at 3:30 P.M.

Since there was no further business before the board, the meeting was adjourned at 4:40 P.M.

Respectfully submitted,

Linda L. Zimmerman
Secretary to Cemetery Board