

Minutes of
Bainbridge Township Cemetery Board
February 1, 2012

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

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

MINUTES

The minutes of the January 4, 2012 and January 18, 2012 meetings were approved as written.

OLD BUSINESS

Marketing of Columbariums

The board discussed marketing the columbariums and was in agreement to advertise it on the website and township newsletter. Mr. Markley will be making a presentation to the Kenston Advisory Council and will include the columbarium in the power point presentation. Mr. Markley reported that the Board of Trustees approved the sale of the niches and the marketing plan of six months that would give a discount on the re-sale of the graves back to the township for the purchase of a niche but there was a concern because of the percentage the board recommended. The board discussed it and noted that per the ORC, the price can be mutually agreed upon between the township and the seller.

Mr. Seliga made a motion to recommend allowing the incentive of 100% of the current sale price of a grave for that six month period of time towards the purchase of the maximum number of two niches by residents only and not to exceed the current purchase price of two niches.

Mr. Arnold seconded the motion that passed unanimously.

Storage Shed/Building

The board held a discussion with Mr. Stanek regarding the proposed new storage shed/building. Mr. Seliga noted that it is already on the project list. Mr. Marous explained how the topsoil is kept now. The board discussed a proposed new building in the back that would be a full replacement for the front building or adding onto the front building but the addition would go on or near the indigent burial area. The board discussed building something with an eye to the future and since the activity is in the back now maybe it is not as efficient in its present location. Mr. Marous suggested putting columbariums where the existing building is now if there is a need in the old section.

Pet Burials

Mr. Marous submitted two articles from the Record Courier in Portage County and said Standing Rock Cemetery in Kent now has pet burials in the back section and it is something this board should explore. Mr. Markley said it can be a revenue stream for the township. The board discussed possible locations for the pet cemetery and noted that it has to be at least a three acre site. The board was in favor of investigating a pet cemetery in Bainbridge Township.

NEW BUSINESS

Trash Cans for Expansion Area

Mr. Marous inquired about putting trash cans in the expansion area. The board discussed the kind of cans that are already in the cemetery and was in agreement to recommend purchasing new ones for the new expansion area.

Mr. Arnold made a motion to recommend the purchase of two new trash cans for the new expansion area.

Mr. Seliga seconded the motion that passed unanimously.

Tree Plantings and Benches

The board discussed installing trees in the cemetery and the maintenance issues they can create but was in agreement to have a minimal amount of tree plantings so they will have a minimal interference with the maintenance of the cemetery. It was discussed placing them on the outside edge of the new section or placing them down the middle but some grave sites would be lost. The board agreed it should be an aesthetically pleasing cemetery and park like but the trees should be located where they won't interfere with snow plowing and existing utilities. The board was in agreement to start putting a plan together and it will be discussed further at the next meeting.

Installing benches at the columbarium this spring was discussed. The board talked about temporarily moving the benches from Heritage Park to the columbarium area but they will need footers. Mr. Marous will inquire as to the cost of granite footers for the benches.

Mapping

Mr. Markley will work on a map of the cemetery for the next meeting.

OTHER BUSINESS

Cemetery Software

The board discussed using Cartegraph or Pontem as possible cemetery software packages to replace the existing software, Plotfinder, which is still working but no longer supported. Mr. Seliga said the biggest issue and concern is buying something that isn't mainstream so that the support is lost and the data cannot be exported into another software system. Mr. Markley noted that the fourth option is the county's replacement software to Access Geauga and from what he understands it can record cemetery data and it is a GIS based platform. Mr. Seliga asked that it be placed on the agenda for the next meeting for more discussion.

The next regularly scheduled meeting will be held March 7, 2012 at 3:30 P.M.

Since there was no further business before the board, the meeting was adjourned at 5:10 P.M.

Respectfully submitted,

Linda L. Zimmerman
Secretary to Cemetery Board