

Minutes of
Bainbridge Township Cemetery Board
March 7, 2012

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

Mr. Takacs, Chairman called the regular meeting to order at 3:30 P.M. at the Town Hall.

MINUTES

The minutes of the February 1, 2012 meeting were approved as written.

NEW BUSINESS

Columbarium Benches

Mr. Marous reported that the granite benches from Heritage Park have been installed at the columbarium site. Mr. Takacs showed the board digital photos of the benches.

Maintenance

The board discussed snow plowing damage and the unkempt graves because people have planted things they should not have. Mr. Marous said in the new expansion area he wants to be pretty diligent that everyone follows the rules because people plant things and don't maintain them. He explained that he visited Kent, Ravenna, Mantua and Auburn cemeteries to find out about their maintenance programs and found that some cemeteries leave veterans flags up all year. The flags are placed on graves at the Bainbridge Township cemeteries from Memorial Day through July 4th. Grass cutting was discussed and it was noted that the Service Department will be over-seeing the grass-cutting. The board discussed the maintenance at Fowler and McFarland's cemeteries and the spring clean up with branches and pruning at all cemeteries.

OLD BUSINESS

Mapping

Mr. Markley reported that he is working on the mapping with the utilities.

Notification to Grave Owners

Mr. Takacs stated that he will publish a message in the alumni and historical society newsletters requesting that grave owners contact the township regarding record updates and to announce the new columbarium with a limited time offer of trading in a grave for a columbarium niche. Mr. Markley will also write an article for the Spirit of Bainbridge, will contact Ms. Joan Demirjian of the Chagrin Valley Times and an article will also appear in the up-coming township newsletter. A notice will also be placed on the township website.

Trash Cans for Expansion Area

Mr. Marous reported that he obtained a quote from Bright Ideas for the two trash cans that were recommended at the last meeting and they are \$698.00 each so he is bringing this request back to the board because it will need trustee approval and wanted to make sure the board is still in favor of the purchase. The board was in agreement for Mr. Marous to submit a purchase order request to the Board of Trustees.

Cemetery Software

The board is still looking at software packages to replace PlotFinder. It was noted that Mr. Marous, Mr. Stanek, Mr. Seliga and Mrs. Zimmerman visited the City of Solon to look at the software there which is Cemetery Information Management System (CIMS) by Ramaker & Associates, Inc. The board discussed GIS mapping versus basic mapping.

Tree Plantings

Mr. Markley reported that the tree planting locations will be determined when the mapping is completed.

Pet Burials

The board discussed possible locations for a pet cemetery and noted that pet cemeteries cannot be less than three acres in size per the ORC.

Headstone Maintenance

The board discussed headstone maintenance and acknowledged that the township is responsible for repairing damaged headstones due to natural disasters.

Proposed Storage Shed/Building

The board discussed the use of a hoop canvas house for dirt storage. Concerns were raised because it would be located in the woods and falling branches could rip through the fabric. The board discussed transporting the dirt to the site versus keeping the dirt closer for convenience and efficiency. Mr. Marous said he looked at Streetsboro's storage facility, the garage and the dirt storage area and it is a lean-to roof on an existing garage. Mr. Takacs will look at the storage facility at All Souls cemetery.

OTHER BUSINESS

Memorial Day Parade/Veterans Ceremony

The board discussed the location of the Memorial Day parade and ceremony this year. Mr. Markley said the Events Committee is working on it but the location has not yet been determined.

The next regularly scheduled meeting will be held April 4, 2012 at 3:30 P.M.

Since there was no further business before the board, the meeting was adjourned at 4:25 P.M.

Respectfully submitted,

Linda L. Zimmerman
Secretary to Cemetery Board