

Minutes of
Bainbridge Township Cemetery Board

February 4, 2009

Present: Matt Lynch and Jeff Markley, Township Trustees; Bill Takacs; Don Mitchell, Cemetery Sexton; Greg Marous, Road Department and Linda Zimmerman, Secretary

The meeting was called to order at 3:35 P.M. at the Town Hall.

Minutes

Mr. Marous made a motion to approve the meeting minutes dated January 7, 2009 as written.

Mr. Takacs seconded the motion that passed unanimously.

Restland Cemetery Expansion - Change Order

The board discussed the change orders from Clemson Excavating for paving done in the expansion area by Ronyak Paving. The trustees will review the contract prepared by Chagrin Valley Engineering and discuss it at their next meeting.

Proposed Mission Statement

The board reviewed a proposed Mission Statement of the Cemetery Board. Mr. Markley said the first paragraph explains the value of the cemeteries and the mission of the Cemetery Board and that is to determine and recommend implementation strategies that serve to protect, preserve, and respect the dignity, beauty, historical integrity and cultural values of the township's cemeteries for the benefit of the residents of the township. He said the last paragraph explains what this voluntary board's duties are as an advisory board to the trustees and to look at those elements within the Mission Statement when making decisions.

Mr. Takacs made a motion to adopt the Mission Statement as written and to forward it to the Bainbridge Township Board of Trustees for approval.

Mr. Lynch seconded the motion that passed unanimously.

Scope of Work - Replacement and Addition of Chainlink Fence

The board reviewed a scope of work for the replacement and addition of the chainlink fence and gate at Restland Cemetery. It was noted that the gate is required in the back to prohibit cars from driving through to Settlers Park. Mr. Marous mentioned that the opening is missing from the scope of work that will allow people walking or on bicycles to get through without letting a car through. The board discussed the old fence that is rotted and rusted and noted that the original fence was installed in the 1970s. The type of materials was discussed regarding the use of vinyl versus other materials.

Scope of Work - Survey of New Plots

The board reviewed a scope of work for the surveying of the new plots in the Restland Cemetery expansion area. Mr. Markley explained the scope of work that he prepared and added that this includes the installation of markers.

Flower Holders

The board discussed the use of flower holders that are installed below the ground for the display of fresh flowers.

Stroud Lawrence Funeral Home

Mr. Marous reported that a representative from Stroud Lawrence Funeral Home will be at the next meeting to give the board an overview of the burial process, costs and full burials versus cremations.

Vaults

The board discussed the use of steel vaults versus concrete vaults for burials.

Application for Grave Assignment/Permission Form and Application for Purchase of Graves

The board reviewed an opinion from the Geauga County Prosecutor's Office regarding giving grave owners permission to grant the use of their graves to other people. An application for Grave Assignments and an application to Purchase Graves will be prepared and Mr. Lynch will review them before the next meeting.

Headstone Repair - Fowler Cemetery

The board discussed repairing the headstones in Fowler Cemetery and was in agreement to do a walk-through in the Spring to conduct an inventory. It was also noted that there is a possible project to widen Haskins Road.

Meeting Schedule

The board was in agreement to hold the next meeting on Tuesday, March 3, 2009 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