

Minutes of
Bainbridge Township Cemetery Board

June 6, 2007

Present: Jeff Markley, Township Trustee, Rob Arnold, Bill Takacs, Greg Marous, Road Department, Bob Ford, Parks Manager, Don Mitchell, Cemetery Sexton and Linda Zimmerman

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

Minutes

Mr. Markley made a motion to adopt the minutes of the May 2, 2007 meeting as written.

Mr. Arnold seconded the motion that passed unanimously.

Mowing of Fowler and McFarland Cemeteries

The board discussed the mowing of these cemeteries and the fact that they were not mowed prior to Memorial Day. Mr. Ford and Mr. Mitchell reported that these cemeteries are mowed every two weeks. Mr. Markley suggested that future mowing contracts should state that these cemeteries are to be mowed just prior to Memorial Day.

Procedures for Selling Graves, Burials and Record Keeping

Mr. Mitchell reported on the procedures of selling graves, burials and keeping records of sales and interments. He will research the method of record retention and storage with respect to images, documents (deeds) and maps.

Grave Openings and Closings

The board discussed the costs to the township for opening and closing grave sites and the fee that is charged to residents and non-residents for that service. Mr. Marous will provide the actual cost for labor (man hours), equipment, gas and other supplies used when opening and closing grave sites so that a comparison can be made.

Fowler Cemetery

Mr. Mitchell reported on the progress regarding the fence and pillars that are being installed at the cemetery.

Columbariums

Mr. Takacs reported on his research regarding columbariums. The board discussed the proposed layout of the cemetery expansion and the location for future columbariums.

Fowler Cemetery

Mr. Mitchell reported on the progress at Fowler Cemetery regarding the pillars and the fence.

Restland Expansion

The board discussed the progress of the expansion regarding the tree clearing, grading etc.

The next regularly scheduled meeting will be held July 11, 2007 at 3:30 P.M.

Since there was no further business before the board, the meeting was adjourned at 5:15 P.M.

Respectfully submitted,

Linda L. Zimmerman