

Minutes of
Bainbridge Township Cemetery Board
July 6, 2011

Present: Bill Takacs, Chairman; Jeff Markley, Township Trustee, Rob Arnold; Ted Seliga; Greg Marous, Road Department; Walter Rudyk, Road Superintendent and Linda Zimmerman, Secretary

Mr. Takacs called the regular meeting to order at 3:36 P.M. at the Town Hall.

MINUTES

The minutes of the June 1, 2011 and June 27, 2011 meetings were approved as written.

OLD BUSINESS

Proposed Columbarium

Mr. Seliga explained that the board has to approve the final drawing in order for Sheffield Monuments to start the construction of the columbarium and added that they have made another no cost suggestion which is as follows:

Addendum #3, Structural change request of said columbarium.

Page 4, 3.1 Structure

Item #8: The upper bottom base shall extend approximately 3 inches beyond the side walls (see Figure 4, Item A) and extend approximately 4" not 3" beyond the niche faces (see Figure 2, Item A) to maintain consistent appearance to washes on all sides.

This is at no cost increase to Bainbridge Township.

The board also discussed how flowers can be displayed on or in front of the niches of the columbarium.

Mr. Seliga noted that Sheffield Monuments will provide the specifications for the appropriate foundation to support the columbarium and the recommended installation instructions when the final construction drawings are approved by the Bainbridge Township Cemetery Board.

The following motions were made:

Mr. Seliga made a motion to approve the changes from the 3" to the 4" (Addendum #3) as submitted by Sheffield Monuments.

Mr. Marous seconded the motion that passed unanimously.

Mr. Seliga made a motion to accept the construction drawing Revision #1 dated June 30, 2011 and Revision #2 dated July 5, 2011. (Latest revision).

Mr. Marous seconded the motion that passed unanimously.

Mr. Seliga made a motion to accept the submitted granite sample (Barre gray) as acceptable material.

Mr. Marous seconded the motion that passed unanimously.

Mr. Seliga made a motion to accept the drawings of the rosettes as the designated hardware.

Mr. Marous seconded the motion that passed unanimously.

Mr. Seliga added that a warranty will be sent to the township.

The board was in agreement for the secretary to send Sheffield Monuments the following memo.

Dear Mr. and Mrs. Tichy, Sheffield Monuments:

At the regularly scheduled meeting of the Bainbridge Township Cemetery Board held on July 6, 2011 the board unanimously voted to recommend the approval of the following items:

1. Addendum #3 (Page 4, 3.1 Structure: The upper bottom base shall extend approximately 3 inches beyond the side walls and extend approximately 4" not 3" beyond the niche faces to maintain consistent appearance to washes on all sides.
2. The Revised Construction Drawing containing Revision #1 dated 6/30/2011 and Revision #2 dated 7/5/2011.
3. The granite sample (Barre gray) as submitted.
4. The rosettes as shown on the submitted photos.

The above recommendations were approved by Mr. Walter Rudyk, Bainbridge Township Road Superintendent.

Columbarium Installation

The board discussed using a crane with straps for the installation of the columbarium and was in agreement that a rigging plan from Vermont Granite will be required before the foundation is poured.

Mr. Rudyk reported that he has been contacting crane companies and there are not a lot of companies that are interested in performing this kind of work.

Mr. Seliga stated that the personnel from Sheffield Monuments would like to be involved with the walk-through with the crane company prior to the installation.

Mr. Markley introduced a preliminary layout for the placement of the columbarium, future columbariums and benches. The board reviewed the preliminary and Mr. Markley will modify the layout per the board's suggestions.

Mr. Marous suggested making the area around the columbarium for ashes only burials.

The board was in agreement to not pour any additional footers for future columbariums at this time.

Cost Per Niche

The board noted that the cost that will be charged for each niche still needs to be determined.

Eagle Scout Project

Mr. Markley noted that the hard-scape work can be used as an Eagle Scout project as long as the specifications for the project are followed.

Indigent Burial Policy

Mr. Markley suggested that a policy on Indigent Burials be formalized soon.

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

Since there was no further business before the board, the meeting was adjourned at 4:35 P.M.

Respectfully submitted,

Linda L. Zimmerman
Secretary to Cemetery Board