

REGULAR MEETING OF THE CEMETERY BOARD

MINUTES

March 26, 2019

Meeting called to order at 6:05 pm.

ROLL CALL: Paul Swan, Bill Taylor, Stephanie Landry, Kary Lewis, Penny Rzonca, Council Rep. Rich Hudak, Service Director Chris Papp

OTHERS: None

APPROVAL OF MINUTES: There was no Cemetery Board meeting in February. Corrections from January 22, 2019 minutes were noted and resubmitted to Cheryl Jackson on March 27, 2019.

COMMUNICATIONS: None

In the absence of President Jeff Ferrara, Vice-President Paul Swan conducted the meeting.

OLD BUSINESS:

Fairview Expansion Update: Chris Papp met with Cavanaugh Construction to discuss Fairview expansion work. Weather permitting, the fine grading and asphalt work should be completed before Memorial Day/end of May. Papp said that the pond also needs to be cleaned-up. January minute corrections noted that lighting was never discussed and is not part of the Fairview expansion work.

Legacy Online Update: No items of business discussed

Headstone Repair Options Update: Papp met with Doug Mayor to discuss headstone repair. Mayor showed photos to demonstrate his work and expertise. Mayor is employed during the day and would be doing headstone repairs in the evening. Mayor requested the Village provide an indoor location to work in. Papp suggested a room at the 3921 Brecksville Road storage building. Mayor discussed having a drone fly over cemeteries for an arial assessment of what work would need to be done. No compensation for Mayor's work was formally discussed.

Papp suggested getting others involved and not using Mayor exclusively; indicating that there may be staff in the Service Department who are interested in learning headstone repair techniques. Board members discussed whether service staff involvement would required work off hours, how many hours would be required, and expectations for compensation. Papp said there is currently no specific count of damaged headstones and it would be difficult to determine the number of work hours required and corresponding compensation. Hudak said that headstones are "works of art", environmental changes have caused changes in the stones and repairs will be challenging.

Papp felt that Mayor's expertise would be most useful in resurrecting stones that are broken, sunk, misaligned, etc. Each stone may need a unique and specific type of work that Mayor would be qualified to do.

At the top of Fairview Cemetery there is a large oak tree, repairs on headstones in that area may create some risks with roots and falling branches. Hudak suggested that the oak tree be removed. Papp said the tree is in good health. Landry felt that removing the oak tree would be a "hot button" for those who do not want to see the tree come down and specifically purchased lots by the tree. Hudak suggested having a tree arborist assess the area and offer a solution that balances logic and emotion.

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MINUTES

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Rules and Regulations: At January's board meeting, board members were asked to review the Rules and Regulations draft and bring suggestions and/or questions to the next board meeting.

Papp asked for any suggestions/changes to the Rules and Regulations. Landry offered several suggestions.

Noted:

- Rules do allow for removal of vegetation.
- Yes, there is a sexton.
- Papp thought cemetery deeds were recorded with the county.
- "Cornerstones" in the draft should read as "pins."
- Section numbering in the document needs to be consistent.
- Section 913.05f should specify 2 (business) days.
- Section 913.05h refers to a section number that does not exist
- 913.07a,b,c,i,j,k letters d,e,f,g,h are missing. #3 of that section refers to section above, but there is no "e".
- 913.08g - is 15 mph too fast? Lower to 10 mph; can a speed limit be set? Yes, according to Papp, but he did not know if it could be enforced. Will a speed limit be posted? No necessarily, but it will be written in general rules.
- 113.04d - Service department is NOT providing/selling bouquet holders. Papp suggested putting verbiage in that clarifies this.
- Memorial Day decoration of Veteran's graves. Does that need to be address in the Rules an Regulations with specific notations on who can put up the decorations and what is allowed, etc.?

Papp requested that board members submit their edited copies of Rules and Regulations with notations, corrections, and/or questions as soon as possible. Revisions will be made, a final draft with formatting corrections prepared and presented at the April board meeting. Once approved it will be taken to Village Council for final approval.

Papp emphasized that it is important to have Rules and Regulations codified.

Papp clarified that burial costs are not set up in a way to be reflected in charges assessed. The board concluded that it would be helpful to have a base cost for burial and monument bases to determine if the current cost structure is reasonable.

Survey: A \$40,000 survey was recommended to council by Hudak and rejected. Papp suggested that Hudak present survey request again at the capital planning session or consider presenting the survey with costs divided by cemetery. Richfield West Cemetery survey costs would be \$11,400 + \$2000 add on for ground penetration. Suggested presenting this first because water tower land is now available for burial plots and a survey for this land will be the most immediate need. Papp suggested that the survey be done on a trial area first to make sure the surveying company will supply the information requested and needed.

Legacy Update for Fairview: Tabled for next meeting.

Fairview Cemetery Sign: Board would like the Fairview Cemetery sign to be visible from the street and requested that Papp get a cost estimate for a new sign (possibly a historical marker) and a cost estimate to move the old sign. Papp expressed concerned about breaking the old sign if it were to be moved and suggested that a professional stone mover be considered for that. Papp also noted that it would be necessary for the Village to consider the right of way.

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Upright/Flat Grave Marker: Discussion ensued whether or not to allow upright markers in area where only flat markers are allowed. Current decision is to offer to purchase back flat marker gravesite when a resident would like a site that allows upright markers.

NEW BUSINESS: No new business was presented.

COMMENTS FROM THE FLOOR: No comments from the floor.

ADJOURNMENT: Meeting adjourned at 7:20 PM.

Next Meeting on Tuesday, April 23 at 6 PM