

REGULAR MEETING OF THE CEMETERY BOARD

MINUTES

April 23, 2019

Meeting called to order at 6:03 pm.

ROLL CALL: Paul Swan, Bill Taylor, Stephanie Landry, Kary Lewis, Penny Rzonca, Council - Rick Hudak, Service Department - Walt Dorsey, Service Department - Cheryl Jackson, Council - Pat Healey

OTHERS: None

APPROVAL OF MINUTES: No correction to minutes. Motion by Bill Taylor to approved March 23, 2019 minutes, 2nd Stephanie Landry. Approved.

COMMUNICATIONS: None

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

OLD BUSINESS:

Fairview Expansion Update: Fairview expansion is progressing. Board discussed future expansions and the need to consider tree growth and plantings when laying out new areas for gravesites. It was noted that trees and plantings near headstones and gravesites are addressed in the pending cemetery Rules and regulations.

Chris Papp is still investigating sign options for Fairview Cemetery.

Legacy Online Update:

Cheryl distributed markups of Legacy's software for both the public website and Legacy's internal capabilities. When the Legacy website becomes public, there will be an additional \$500 - \$1000 yearly charge.

It was concluded that there is no need to postpone launching the public features of the Legacy website for ground penetrating surveys.

Headstone Repair Options Update: Walt Dorsey reported that the VOR Service Department is planning to hire two different headstone repair companies. Contracts have been sent to Village attorney for review. Work will begin when contract is signed. Both contractors will work on site. Costs will vary per headstone depending on the amount of work needed for restoration. Hudak explained that funding for headstone repair will come from the General Fund. Selection of headstones needing repair will be determined by service department and contractor. Dorsey plans to work closely with Gravestone Guardians of Ohio to learn the process of headstone repair.

Pending Contractors:

- 1) Doug Mayer to work 12 - 16 hours/week at Fairview Cemetery. Mayer will work after hours and will need access to an indoor work space. Concerns were express about providing an accessible, but secure location.
- 2) Mark Morton w/Gravestone Guardians of Ohio, to work 12 - 16 hours/day at West Richfield Cemetery. Morton will bring a camper and stay. Morton's pricing was discussed, but not documented pending contract approval.

Rules and Regulations:

Jackson reported that Ohio Department of Commence requires all cemeteries to submit their Rules and Regulations by July 19, 2019.

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Rules and Regulations were reviewed again with the following suggested changes:

- 1) 945.08h - Hudak recommended removal of this regulation. Board agreed. Questions: Should a sign be posted requesting that animals be on a leash and droppings removed by owner? Does the "sign" need to be included in Rules & Regulations? Should service department provide doggie bags and trash receptacles?
- 2) Township & Non-Residents for burial is misleading. Suggest a rewrite with "special circumstance" directed to 945.01d. Instead of Non-Resident 945.01g
- 3) The title of "Service Director" should replace "sexton" throughout document.
- 4) 945.03 - Lot sale price in terms of payment. Recommend that 945.03a,b,c,d,e be move to 945.05 Rules & Charges for Interment.
- 5) 945.95f - typo correction
- 6) 913.05 Interment: Rules & Charges
Late Burial (after 3 PM) & Saturday burial - additional charge \$300
- 7) 945.07 Monuments & Headstones 2 - engraving costs not included.

Jackson will make suggested changes.

Taylor made motion that Rules and Regulations with changes discussed be approved subject to review by Village law director. Rzonca 2nd. Approved. Hudak will present to attorney.

Pat Healey (Council) to be included on distribution list of Rules and Regulations final draft.

On May 28, board members will meet briefly to discuss attorney approved Rules and Regulation and then tour Fairview and West Richfield Cemeteries in Village van/bus.

Cemetery Meetings:

The Cemetery Board will meet monthly for discussion even if a quorum is not present.

NEW BUSINESS: No new business was presented.

COMMENTS FROM THE FLOOR: No comments from the floor.

ADJOURNMENT: Meeting adjourned at 7:07 PM.

NEXT MEETING: Tuesday, May 28 at 6 PM