

## Cemetery Meeting Minutes

April 30, 2019

**Present:** Maryann Reeves, David Hodges, Lynda Sower, Laura Staats, Shane McDonald, Joe Borek **Absent:** Paul Reeves

### Old Business:

A brief discussion was held on automated gates for both cemeteries. Laura presented costs for gates in both locations, a total of \$2410.44 plus installation. These would have a seven day timer for opening and closing the gates on a set schedule. She included a solar powered option. Cost to install the hardware is unknown as is the price to hard wire the gates.

The Township Board has asked that we resubmit a multi-year plan for the Columbaria. Laura will adjust the previous schedule and present it to the Board at the May meeting. It was determined that Joe Borek will be given the balance of 2019 to complete clearing the trees from the south area of the Smyrna Cemetery. Bids will be put out for the installation of the parking area in late 2019 for a spring installation.

Under a separate bid will be the removal of the stumps and leveling of the mounds of dirt.

There are limbs down in both cemeteries, the Cemetery Committee would like to see these cleaned up and removed before the Memorial Weekend. Large bushes should be trimmed back. Old flags need to be removed and new flags out before Memorial Day. Lynda has already ordered the flags. The north fence row in Otisco should also be trimmed back and cleared out. This is maintenance of the property and not an improvement.

A brief discussion was held regarding the e-mail from Mike Havey. Laura supplied Joe Borek with a copy. Joe Borek said he would place stakes at the back of the area he is clearing so that it was clear where he would cut trees to. Laura will give Joe Daller a copy of the letter and diagrams she supplied to Joe Borek so that he knew where he could cut trees and where he couldn't.

A brief discussion was held on the topic of Ribbon Foundations. To help clarify here is an example from a discussion between Laura and Lynda. Example 1, someone owns four burial spaces and plans on having individual monuments for each person. Those four spaces will require one continuous foundation [a ribbon] sixteen feet long. Example 2, someone owns four burial spaces, but plan on only one large family monument with the names of all four persons on it. A foundation of four feet is required to hold that single monument. The other spaces will have no individual markers, so no additional foundations are required.

Cemetery Clean-up will be June 3, 2019 at Noon in the Smyrna Cemetery. This will give families visiting over the Memorial weekend time to remove any old or dead flowers from loved ones graves. If time permits Otisco Cemetery will be cleaned the same day, otherwise an additional day will be selected at that time.

**New Business:**

Resubmission of the Columbarium time line.

Turn water on in cemeteries, Joe Daller has already done this.

Spraying of D2 monument cleaner on markers in the Smyrna Cemetery. Shane McDonald volunteered to do this as he has some available time.

Brush removal at both cemeteries. Joe Borek said that he can rent a chipper for about \$200 for a day, and would put a bid in for doing the chipping in both cemeteries. The resulting chips can be spread out to decompose, or they can be spread in areas that are more difficult to mow. The committee had been asked to see about burning the pile in Otisco last year. However because of its close relationship to the woods it was felt that it was too dangerous. This is a maintenance issue and not an improvement.

Dirt pile in Otisco, this pile was created when the new drive was installed. The purpose of the pile was to fill in sunken graves and cover exposed tree roots under the tall pines near the front of Otisco Cemetery. The Board will be asked to determine what should be done with the dirt pile. This is a maintenance issue and not an improvement.

**Next Meeting: June 11, 2019 @ 10:00 am Township Hall**

Respectfully submitted,  
Laura J Staats