



# **CEMETERY BOARD**

## **MEETING MINUTES**

**APRIL 11, 2019**

**8:00 AM**

The meeting was called to order by Mayor Joel B. Day. Present were members Mark Wideman, Jim Exley, Rich Geib, Service Director Ron McAbier and Superintendent Kelly Herron. Absent were members Tim Halter and Dave Frantz. Guest was City Council Member Aimee May.

The minutes of the board's March, 2019 meeting were unanimously approved on a motion by Ron McAbier and a second by Jim Exley.

**SUPERINTENDENT'S REPORT:** Mr. Herron reported on his recent presentation to city council. Both he and Councilwoman May thought it was well received. Superintendent Herron said he received notice from the state auditor's office that it approved the transfer of endowment funds to be used for Phase 1 of the new cemetery master plan. He reported that he spoke with cemetery consultant Jose Castrejon about the next steps that need to be taken. His recommendation was to address the master plan, develop schematic drawings and implementation of the plan. He said his customary charge for those services is 6-8% of the project cost.

The Superintendent said AEP will need to move their right of way and poles for electric service at the new Delaware Drive property. He will also inform the cable company to move theirs. Two trees also need removed. Kelly reported he has approximately 100 grave sites available at Evergreen. The board suggested that the Superintendent shop around for cost comparisons when it comes time to purchase columbarium niches. Mr. Herron said he would ask Dover's cemetery superintendent what he pays for columbaria. Service Director McAbier added that he would contact Diversified Engineering about creating the drawings for Phase I including the office building. He said the city would handle all water and sewer services.

Mayor Day said he would hold ward meetings to show residents the cemetery master plan. In addition Superintendent Herron will present it next Tuesday at the Rotary meeting at Tuscora Park. Board members also suggested that he contact Bill Morgan at WJER to air segments as well as contacting Jon Baker at the Times Reporter to do an article. Aimee May will contact fellow council representatives to inform them of the ward meetings.

Mr. Herron said he has ordered the seed and fertilizer and Jim Demuth will start mid-week to till the land and plant seed at a total cost of \$2400.

#### NEW BUSINESS

Mayor Day reported that Tom Adamich has done research on Governor Donahey and his family. Governor Donahey and family members are buried at East Avenue Cemetery. Mayor Day wants to get the news out about this. Maybe there could be a "Donahey Estate" section.

#### ADJOURNMENT

With no other business to conduct, at 8:40 a.m. the meeting adjourned following a motion by Ron McAbier and a second by Jim Exley.

Mary Ann Otte  
Administrative Assistant