



# **CEMETERY BOARD**

## **MEETING MINUTES**

**FEBRUARY 18, 2021 - 8:00 AM**

The meeting was called to order at 8:00am by Chairman Joel Day. Day thanked everyone for attending.

Present were members Mayor Day, Service Director Ron McAbier, Kelly Herron, Mark Wideman, Tim Halter, Aimee May, and Dave Frantz.

Excused were Rich Geib and Jim Exley.

Minutes from the December 10<sup>th</sup>, 2020 meeting and the January 14<sup>th</sup>, 2021 meeting were approved on a motion by Tim Halter and seconded by Ron McAbier. Motion passed unanimously.

### **SUPERINTENDENT'S REPORT:**

Mr. Herron gave an update on the new Schoenbrunn Meadows Cemetery office, stating that the exterior of the building is complete, and contractors are working steadily on the interior. The drywall is hung and ready for primer and the furnace was installed earlier this week. The electrician is currently finishing up and Superintendent Herron is hoping the walls can be painted next week. Once the interior is painted, contractors will just need to install the drop ceiling along with the lighting, flooring, and cabinets. Although there is no completion date set at this time, the office should be done very soon.

### **OLD BUSINESS:**

At the January Meeting, it was announced that the Columbarium Niches had been delivered to the Schoenbrunn Meadows Cemetery and pricing would need discussed at the February Cemetery Board Meeting. Superintendent Herron researched local pricing on these niches and figured in the costs that the cemetery would incur in each niche and then presented reasonable figures to the board. Mr. Herron felt that the bottom row of niches should be priced at \$950.00 and the top row priced at \$1,600.00, with the two middle rows priced in between. After some discussion, the board agreed that the bottom row should be \$950.00, the second row from the bottom \$1,150.00, the third row from the bottom \$1,350.00 and the top row \$1,600.00. This pricing includes the opening and closing along with the name and dates on the front

cover of the niche. A motion was made by Ron McAbier to approve the niche pricing and this motion was seconded by Dave Frantz. The motion passed unanimously.

Superintendent Herron then presented the board with options to choose from for the front cover of the niches. He gave each board member a price sheet from Cold Spring USA and discussed the plate options they could provide, along with the pricing. He then showed them a sample of a granite cover that had the names and dates etched into it. The board discussed the presentation and pricing of each and with the etching being more cost effective for the city and more visually appealing, the board agreed that the fronts of the niches should be the etched granite.

Each niche has the ability to hold up to two urns but since only one will be inserted initially, the board had to discuss how to handle pricing on the second inurnment. The cemetery board didn't want to charge too much for the second urn, but they did need to at least cover their expenses for the service. The consensus amongst the board was to charge a \$125.00 service fee at the time of the second inurnment. A motion was made by Mark Wideman to accept this \$125.00 service fee and Ron McAbier seconded the motion. The motion passed unanimously.

There was then a lengthy discussion on the pricing of plots and if there should be an increase in this pricing. The last increase was in 2017 and with the cost of everything increasing, it seemed best for the cemetery to raise their pricing to cover their expenses. The board agreed that an increase was necessary, but they wanted to honor the New Philadelphia residents as well for their support and funding toward the city cemetery. In order to honor the New Philadelphia residents, the board decided to only increase the pricing for nonresidents. The reasonable increase to cover these additional expenses was determined to be an additional \$250 fee to nonresidents of New Philadelphia. This \$250 fee should be added to the cost of plot burials and also the cost of columbarium niches. There was a motion made by Dave Frantz to accept this \$250 fee, taking effect on March 1<sup>st</sup>, 2021. Ron McAbier seconded this motion. The motion passed unanimously. Superintendent Kelly Herron will type a new price sheet reflecting these changes effective March 1<sup>st</sup>.

#### NEW BUSINESS:

None

With no other business to discuss, the meeting adjourned at 8:48am on a motion by Tim Halter and seconded by Ron McAbier.

Lacey McKain, Administrative Assistant