



CEMETERY BOARD

MEETING MINUTES

AUGUST 20, 2020 - 8:00 AM

The meeting was called to order by Chairman Joel Day. Day thanked everyone for attending. Present were members Mayor Day, Service Director Ron McAbier, Kelly Herron, Aimee May, Mark Wideman, Rich Geib and Jim Exley. Excused were Tim Halter and Dave Frantz.

Minutes from the June 25th, 2020 special meeting were approved on a motion by Ron McAbier and seconded by Rich Geib. Motion passed unanimously.

SUPERINTENDENT'S REPORT:

Mr. Herron reported that the Maintenance building at Delaware Drive has been sided but the backside of the building has not been completed yet due to the future construction of the office.

Herron informed everyone that he received Hypo Chlorous Acid for the cemetery department. This acid is diluted and then used as a spray to kill Covid and other bacteria. Before and after each funeral service, they will spray the tent and chairs/chair covers to ensure safety of all guests. Herron said they will also use this spray to disinfect the Office, bathrooms, breakroom and city trucks 2 times per day. This acid is very expensive but due to the Cares Act, the city has the funding to purchase it; He said that City Auditor Beth Gundy has already created a new line item for all Covid supplies to be charged under. Kelly Herron said he is very appreciative that Anne Geib informed him about this Hypo Chlorous Acid.

Mowing has recently began to slow down. The current focus is on edging and cleaning at the Fair Avenue Cemetery. The superintendent said that work crews are in the process of removing old stumps and then filling the areas with topsoil.

Bids for the new office at Schoenbrunn Meadows opened last week. Three bids were submitted that included the construction of the office building, concrete curb and the grass surrounding it. These bids were as follows:

Toronto Buckeye Mechanical-\$369,000

Stanley Miller Construction-\$199,000

Brian Builders-\$180,000

Brian Builders was the best bid submitted but they were missing one of the forms. This missing form is the one that would show the exact breakdown of cost for each line item. Brian Builders' bid documents have been given to Law Director Marvin Fete to review and see what will need done to move forward. It is unknown at this time whether Brian Builders' can add this form to their bid or if the City will need to hold a rebid for the project.

The superintendent reported that there will now be a deduct on the Schoenbrunn Meadows Maintenance Garage costs; This is due to the office being added onto the garage instead of built as a stand alone building. With the building addition, the mechanical room will now be moved to the office portion of the building and included in those bids. Mr. McAbier stated "It's been a process but we will get through it." McAbier will inform everyone of the decision on the office building bids, as soon as the law director informs him on how to properly proceed.

OLD BUSINESS:

Rich Geib led a discussion about the plan for the Schoenbrunn Meadows Cemetery. He provided all members with a document he had previously read about the Ohio cremation projections in the years coming. His document stated that a 75% cremation rate has been projected for all deaths in Ohio in the future. Geib thinks that the plan for the new cemetery may need changed to focus more on cremations rather than burials. Superintendent Herron agreed that it would be a good idea to revisit the plan for the cemetery but thinks we need to complete the original Phase 1 plan and then revisit the plan again before Phase 2. Herron explained that we are too far into the planning process of Phase 1 to make a change now.

Mr. Geib's new vision for the cemetery is to include more family cremation options. These options could include scattering gardens, memorial benches, stamped concrete walkways and a lake or stream. Service Director Ron McAbier explained that although Geib has good ideas for the cemetery, the funding for these plans may be an issue. The Cemetery is working with a tight budget and will need to complete Phase 1 first to begin selling lots at Schoenbrunn Meadows and generate revenue to fund more options. Superintendent Herron agreed with McAbier, stating that he would love to include some of Geib's ideas in the cemetery plan but he doesn't have the funding to do it at this time.

Service Director Ron McAbier stated that once Phase 1 of the new Cemetery is complete then different options can be explored for Phase 2. These options could include tearing down the caretakers building at the East Ave Cemetery and developing that area or developing more at Schoenbrunn Meadows. Rich Geib said that he feels it would be best to make a statement at the new cemetery and market it more. He felt it would be great if Superintendent Herron could work more on marketing and sales with a set sales goal in place. Mayor Day asked if Geib had pricing for his ideas but he did not. Day explained that he is interested in his ideas but would need a more detailed plan with pricing before it could truly be considered.

NEW BUSINESS:

Superintendent Herron informed the board that he has had many inquiries on the fees for Schoenbrunn Meadows; Citizens would like to know if the cost of plots will be higher or if they will remain the same. The board said that prices are undecided at this time and will need further discussion. Different pricing ideas were discussed but nothing finalized. The ideas that were considered were \$700.00 and \$800.00 for the plots. An exact price was not discussed further but everyone agreed that the resident and nonresident fees should be equal. Rich Geib suggested having a presale on the cemetery plots at Schoenbrunn Meadows but Herron explained we can't do this because we have to be able to use the plot immediately if needed, once sold. Rich Geib then suggested offering a special price for the first 2-3 months of opening to generate sales. The board agreed with this approach and Mr. Herron said he would speak to City Auditor Beth Gundy to ask if it is ok to change the prices at any time or if it will need done at the beginning of the year.

Rich Geib asked Mr. McAbier if he has an anticipated date for when the first plot can be sold at Schoenbrunn Meadows. McAbier stated that they need an office to work out of first. Once the office is completed in late October/early November, plots can then begin to be sold.

After some discussion, the meeting adjourned at 9:05 on a motion by Ron McAbier.

Lacey McKain, Administrative Assistant