

DRAFT
MINUTES OF THE
UNION CEMETERY COMMITTEE MEETING
Mayfield Village Civic Hall-Mayfield Village Civic Center
6622 Wilson Mills Road, Mayfield Village, Ohio
Tuesday, June 25, 2019 – 6:00 p.m.

The Union Cemetery Committee met on Tuesday, June 25, 2019 in Mayfield Village Civic Hall at the Mayfield Village Civic Center. Councilman Williams called the meeting to order.

Present: Mr. Williams
 Mr. DiLalla
 Mr. Ballistrea

Also Present: Mrs. Mills
 Mr. Meyers

Mr. Williams stated, before we get to the agenda items, are there any opening comments, concerns, questions that we need to be aware of?

Mr. DiLalla stated, not so much. I will just mention that I was newly appointed to Council at the end of March in Highland Heights, backfilling the current Mayor's old At-Large seat. I was appointed to this Committee as part of that change. I am happy to be here. I just thought I would make that known.

Mr. Ballistrea stated, I also was appointed by our Council at the beginning of the year. I have been on Council for 17 years on and off. This is my first stint on the Union Cemetery Committee. I am happy to be here.

Mr. Williams stated, I was appointed to Council in September of 2015 and went into this Committee at the beginning of 2018. Patsy has been our representative from the beginning.

Mrs. Mills stated, no not really. I think probably about maybe 8 years or better. When I was appointed, I was just handed a book and said here it is. We didn't have very much in the way of rules and regulations, so I went through it and set an agenda we should follow that they were having meetings once a year to see what the Cemetery needed and a proposed budget just like any other Committee that you have. That's about what I adhered to. I have done work there, some headstone restoration and always stayed on top of the fact that there are things that are needed regularly like the driveway. We have stones there. It was suggested one time to blacktop it but we want to keep it in the era of when the Cemetery was formed. That's why we never did the blacktopping. I don't think blacktopping would be a good thing to do in that area anyway because it is kind of a wet place. Some of the stones I had replaced were very costly mainly

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because they were very large stones and it's very hard to find someone to do this kind of work. We did the best we could and replaced four or five.

Mrs. Mills continued, our records are kept up at the Historical House on SOM across from Whitehaven Cemetery. It's right next to the police station. We have a library up there. Some history on this is that this church held the records and back in the '50's, they had a fire and we lost a lot of records so we have slowly slowly been able to recognize who is buried there. When the cemetery was formed, the lots were sold in increments of 6 at about \$5.00 apiece. The law states in Ohio that you cannot make a profit on any cemetery lot. I had one lady call and say she had a Deed and she wanted to sell it. I said, well my suggestion is to talk to your attorney because the lots are worth \$5.00. She hung up. I think there may be 3 spots there that could be interred. However, the way the bodies have to be interred today you have to put them in a vault. Back then they didn't do that, they just buried them in a coffin. The last one we had we had difficulty with because we did not have enough space. I had one that had to be cremated because it was up against the vault and there was a big headstone there. There was no way they were going to be able to dig. We made a place and put her ashes in there. The vault was used to house bodies during the wintertime because they couldn't dig the graves back then. We don't use it for anything. Sometimes we put some tools in there from the Garden Club.

Mrs. Mills stated, the Garden Club, when we get into these rules and regulations, I have a couple little things here. The Mayfield Village Garden Club plants flowers and things like that. We do have Roger Remec who was a teacher at the horticultural center. He goes in there and helps us with our weed control and pruning and Mayfield Village Service Department has been cutting the grass for many years. It's hard to get a Sexton because there's enough grass there, but we just can't find anyone to pay on a regular basis. That's about what the procedure has been. Does anyone have any questions?

Mr. Ballistrea asked, who does the flags usually?

Mrs. Mills replied, that is done on Memorial Day. Mary Singer heads that up. It started out with just Whitehaven and pretty soon she was doing this cemetery. We about almost 3,000 flags on the graves. Whitehaven has a nice ceremony on Memorial Day and usually George is the Master of Ceremonies which is very nice. It is well attended.

Mr. Williams stated, we recruit the Boy Scouts to put the flags out.

Mrs. Mills stated, the Boy Scouts and some volunteers, sometimes the ladies from the DAR show up. We never know who's coming. It's a volunteer thing. We are expected to take the flags down. When we take the flags down we have a receptacle outside here that looks like a mailbox and we put our distress flags in there and once a year on flag day which we just had done at our 911 Memorial where there's a fire pit there and the Boys Scouts are there. We burnt 1,400 flags. We were amazed at the number of flags people turned in in the course of the year. The first year we did it we had a couple hundred flags. Now we are up to 1,000. It's a good

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thing. There are a lot of those services around. This Boy Scout Troop 278 used to go down to Lakeview Cemetery and do it. Now they come here and do it. Nice group of young men. We are very pleased we have them to do that for us. We don't have very many people come but we do have the flags which is a good thing.

Mr. Williams asked, were you aware of the Memorial Day Celebration?

Mr. Ballistrea replied, in Mayfield Heights we have our own on Memorial Day.

Mr. DiLalla replied, we did on as well in Highland Heights.

Mr. Ballistrea asked, are there any living families there that take care of any of the graves?

Mrs. Mills replied, there's one family, the Williams family that was very prominent in Highland Heights. They lived on Miner Road. The parents are deceased. There are two boys and a girl. The girl I talked to and she would like to be buried there with her parents because her parents are buried there. However, she can't find the Deed. No Deed, no burial. I don't know what she's done about that, whether she's gone to an attorney to acquire a lost Deed. I don't know the process. It will be interesting.

Mr. Ballistrea asked, that was one of the open graves?

Mrs. Mills replied, right.

Mr. Williams asked, the only open grave?

Mrs. Mills replied, no. Have you been through the cemetery at all?

Mr. DiLalla replied, no.

Mrs. Mills stated, I brought a map if you want to look at the map. Just to show you this is one of the original things that we had. These little x's are supposedly where people are buried. But that isn't true because most of these are filled up. We have some names of people that have been interred there.

Mr. Meyers pointed to George Bennett's site. His son was the Mayor years and years ago.

Mrs. Mills stated right and he also was an engineer for the County and did a lot of work like that. He also had the beauty shop where the shopping center is. They had a blacksmith shop. That's what he did for a living. Our Historical House is the Bennett-VanCurren House. His family lived in that house at one time. Then the VanCurrens bought it and eventually they decided they were going to sell the property and then they built the extension of the shopping center. That's

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why the Historical Society we were able to buy it from him and we sit on that land and pay the Village \$10 a year to be there.

Mrs. Mills asked, are there any other questions? That's why I came tonight because I did not want to leave George out there.

Mr. Williams asked for background on the responsibilities. Is this annual?

Mrs. Mills replied, it used to be once a year we would change Treasurers and then we decided way back when that was not a very healthy thing, why not just keep it here in Mayfield Village since the cemetery was here? For some reason, the person that was appointed by Mayfield Village Council always got to be the Chairman. It doesn't really matter. Your responsibilities are mainly to make sure that the Cemetery is safe. We do have insurance on the Cemetery. We buy that once a year usually in June. We have to be accountable for what's happening there and the money we spend. That's why it's important to have a budget so we know what's happening. There's a nice amount of money in the account now. I was trying to build up the account because the last time I spent over \$5,000 to fix four big monuments. Anything I would do was with the approval of the other two municipalities. I didn't do it by myself. There's some simple maintenance things that happens. The sign gets blown down. We probably need to do the cinders. Once in a while a tree comes down. It's simple maintenance. I'd like to see some of the stones fixed. If we could just find somebody that would be willing to do that it would be wonderful.

Mr. Williams stated, the big part of what's driving this meeting today is we received a letter from the Ohio Department of Commerce requesting a copy of our Rules and Regulations of the Union Cemetery per House Bill 168. Mary Beth just told me that one of the requirements is that we should have officers, Chairman and Vice-Chairman. I will open the floor for nominations for Chair.

Election of Chairman

Mr. Ballistrea, seconded by Mr. DiLalla, nominated Mr. Williams as Chair of the Union Cemetery Committee.

Mr. Williams asked, discussion?

There was none.

ROLL CALL:

Ayes: All

Nays: None

Motion Carried

Mr. Williams Elected Chair

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Election of Vice-Chairman

Mr. DiLalla, seconded by Chairman Williams, nominated Mr. Ballistrea as Vice-Chair of the Union Cemetery Committee.

Chairman Williams asked, discussion?

There was none.

ROLL CALL:	Ayes: All	Motion Carried
	Nays: None	Mr. Ballistrea Elected Vice-Chair

Review of Financials

Chairman Williams stated, everyone should have in your packets the information that provides some background. We have a beginning balance of \$26,487.47. Year to date receipts are \$3,000 and year to date expenses \$4,841.84 with a current balance of \$24,645.63. The second page is the detail of the expenses.

Mrs. Mills stated, in the beginning of each year, we invoice Mayfield Heights, Highland Heights and Mayfield Village for \$1,000 per municipality to cover the maintenance fees. This began when Meg Egensperger started the Committee. She has family buried there, the Halliday family. We have a trust fund that was started. The money is still there. Once a year at Christmas time, I put a wreath on the grave for \$25.00. That comes out of that fund. It doesn't come out of the \$1,000 that the communities give. What comes out of that is insurance and Davey Tree did some work and then Mary Salomon from the Mayfield Village Garden Club. We have a contingency of woman who volunteered to work in different areas of Mayfield Village. They work for free. They don't get paid. But they expect to be paid for the flowers or their supplies, such as fertilizer or something like that. We also hire Roger Remec to come in and do the weed control and things like that. Mayfield Village does not charge the cemetery for mowing. They never have.

Chairman Williams asked, any questions?

Mr. Ballistrea asked, is this just a CEI charge, then, the lighting? It looks like it's a monthly charge.

Mrs. Mills replied, that's because the man that was on Council before I took over had a flagpole put in there and we have to keep that lit for 24 hours so they charge us for that. I tried to figure out how to get around that by putting a battery powered one in. Everything is so electronic today. They said that wouldn't be feasible. If you want to, check it out again. It was quite a while ago that we tried to do that.

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Mr. DiLalla asked, so this \$1,000 that's assessed is an annual assessment that each city is contributing to?

Mrs. Mills replied, right. Mary Beth bills you in January. We don't run it through Council. It's a common thing that we have been doing for so long.

Mr. DiLalla stated, we have a healthy balance here. Would you say that assessment on an annual basis is sufficient?

Mrs. Mills replied, yes. Now we have \$24,000 in the account. We have not spent a lot of money.

Mr. DiLalla stated, so other than the things you pointed out-

Mrs. Mills stated, when we wanted a slag, our Service Department goes and gets it and spreads it for us. We have to pay for the slag and that's it.

Motion to accept the financial report as submitted.

Chairman Williams, seconded by Mr. Ballistrea, made a motion to accept the financial report as submitted.

ROLL CALL:	Ayes: All	Motion Carried
	Nays: None	Financial Report accepted

Review and approval of Rules and Regulations of Mayfield Union Cemetery (pursuant to Substitute House Bill 168)

Mrs. Betsa stated, the Union Cemetery Trustees received a letter dated April 12, 2019 requiring registered cemeteries pursuant to Substitute House Bill 168 to submit Rules and Regulations to Ann Petit no later than July 19, 2019. I received some samples from other municipalities. I also called Ann Petit and asked her what was supposed to be contained in the Rules and Regulations. She gave me an outline and based upon that, I drafted the Rules and Regulations.

The Committee reviewed the Rules and Regulations.

Mrs. Mills asked that "Mayfield Village" be added to the Garden Club. There are no horticultural students anymore, so that can be removed. Leave in the Sexton. Interments are \$6.00. No alcohol or drugs. There is a well on the property and the water is not potable, so you should include "do not drink the water". We do not use the well, but the wellhead is still there. I don't know what it would take to abandon that. I suppose concrete could be poured in to it. That might be something to think about one day.

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Mrs. Mills added, our Service Department has always been ready, willing and able to help us out.

Mr. Ballistrea, seconded by Chairman Williams, made a motion to approve the Rules and Regulations as revised.

ROLL CALL:	Ayes: All	Motion Carried
	Nays: None	Rules and Regulations Revised

Mrs. Mills asked, give a copy to your Finance Director for the file.

Chairman Williams stated, thank you everyone.

ANY OTHER MATTERS

Chairman Williams asked, are there any other matters?

Mr. Ballistrea asked, has there been any vandalism to the cemetery?

Mrs. Mills replied, to my knowledge there has been one lawsuit. A little boy fell over a tombstone and had a fractured leg. The insurance took care of that. That was many many years ago. For some reason, we don't have people going into that cemetery. When there is anything, the residents are so close to it that they usually notify the police.

Mrs. Betsa stated, there is a schedule of records retention for the Cemetery Committee.

Mrs. Mills stated, any information that we have is up at the Historical House. Those cannot be destroyed. What can be destroyed?

Mrs. Betsa replied, the burial fee receipts. Other than that, everything is permanent.

Mr. Williams stated, it says three years provided audited. Media type is paper.

Mrs. Mills stated, George I think you need to establish a budget though for Roger and for what the Mayfield Village Garden Club spends and maybe some money if we need cinders. It's usually anywhere from \$500-700. If he needs to pay the Garden Club for flowers, then he doesn't have to bother you. It's budgeted for that. You can budget maybe \$100 for the Garden Club and maybe \$300 for the cinders. Give yourself some leeway in case you do have to spend some money.

Mr. Ballistrea asked, you already have something established?

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Mrs. Mills replied, no, we don't have a budget. I always had a budget, but George hasn't had any meetings, so no budget.

Mr. Ballistrea stated, you can just send something to us.

Chairman Williams asked about the Davey Tree expense. The \$4,000.

Mrs. Mills stated, anytime a tree comes down.

Chairman Williams asked, should we budget for it?

Mrs. Mills replied, no. I wouldn't.

Chairman Williams stated, we will work it out and get back to you guys along with the Minutes. Any other matters?

There were none.

ADJOURNMENT

There being no further matters, Mr. DiLalla, seconded by Mr. Ballistrea, made a motion to adjourn the meeting. The meeting was adjourned at 6:40 p.m.

Respectfully submitted,

Mary E. Betsa, MMC, Secretary