

DRAFT
MINUTES OF THE
UNION CEMETERY COMMITTEE MEETING
Mayfield Village Civic Hall-Mayfield Village Civic Center
6622 Wilson Mills Road, Mayfield Village, Ohio
Tuesday, August 25, 2020 – 4:30 p.m.
Videoconferenced in Main Conference Room-Mayfield Village Civic Center

The Union Cemetery Committee met virtually via Zoom on Tuesday, August 25, 2020. The meeting can be accessed at <https://www.youtube.com/watch?v=JvhILg7pfEA>. Mr. Williams called the meeting to order at 4:30 p.m.

Mr. Williams stated, welcome to the Annual Meeting of the Mayfield Union Cemetery Committee. This meeting has been duly noticed and is being held in accordance with Ohio Revised Code Section 121.22 specific to recent amendments made in light of the current COVID-19 declared emergency (House Bill 197). Under the orders of Governor DeWine and the Director of Health of Ohio, and pursuant to Ordinance 2020-08, adopted March 16, 2020, this Committee is meeting remotely, via electronic means. Notice of this meeting was sent to the news media on August 20, 2020. The public was invited to view the meeting live by accessing the meeting through a link posted on the website.

Mayfield Village is conducting these proceedings in compliance with all applicable State Laws and regulations.

Mr. Williams asked, Mrs. Betsa, may I have a Roll Call?

Present: Ms. Finney
 Mr. Milroy
 Mr. Williams

Mr. Williams stated, I hope everyone received the Agenda and associated documents.

Mr. Milroy stated, yes.

Ms. Finney stated, yes.

Mr. Williams stated, that being said, the first item is Election of Chairman of this Committee.

Election of Chairman

Mr. Milroy stated, I would like the opportunity to nominate George Williams. He has been on this Committee at least for one year which is longer than myself or Ms. Finney. I would propose to nominate you for Chairman for continuity as well as you have been here before, sir.

DRAFT

Minutes of the Union Cemetery Committee

Tuesday, August 25, 2020

Page 2

Mr. Milroy, seconded by Ms. Finney, nominated Mr. Williams as Chair of the Union Cemetery Committee.

Mr. Williams asked, discussion?

There was none.

Mr. Williams stated, I proudly and humbly accept your nomination.

ROLL CALL:	Ayes: All	Motion Carried
	Nays: None	Mr. Williams Elected Chairman of the Union Cemetery Committee

Election of Vice-Chairman

Chairman Williams stated, Mr. Milroy, you have been here second longest.

Chairman Williams, seconded by Ms. Finney, nominated Mr. Milroy as Vice-Chair of the Union Cemetery Committee.

Chairman Williams asked, discussion?

Mr. Milroy stated, I appreciate the thoughts and humbly accept the nomination. Thank you.

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

Approval of the Minutes of June 25, 2019

Chairman Williams stated, I hope you had time to really look at the Minutes from our last meeting in 2019. I reviewed them again this morning. They really provided a good story if you will about the history of this Committee and some of the intricacies of its operation. That was provided by Patsy Mills, current Councilwoman for Mayfield Village who has done a stellar job on this Committee. Again, I can't emphasize enough the value that she provided and the great detail that came out of that meeting.

Motion to approve the Minutes of June 25, 2019 as written.

Mr. Milroy, seconded by Ms. Finney, made a motion to approve the Minutes of June 25, 2019 as written.

DRAFT

Minutes of the Union Cemetery Committee

Tuesday, August 25, 2020

Page 3

Chairman Williams asked, discussion?

Mr. Milroy stated, I appreciated the Minutes. I learned a lot more in the 10 minutes of reading the Minutes than I have ever known before. The previous meeting was rather robust it appears and I learned a lot. Thank you.

Ms. Finney stated, I have served on this Committee several times in the past. It was never quite this formal.

ROLL CALL:	Ayes: All	Motion Carried
	Nays: None	Minutes of June 25, 2019
		Approved as Written

Rules and Regulations of Mayfield Union Cemetery

Chairman Williams stated, one of the outputs from our last meeting was the creation of the Rules and Regulations that were updated during that meeting and subsequently since and the Agenda reflects the fact that we should review them and talk about whether or not there are any questions.

Mr. Milroy stated, I read through the Minutes. I saw that you each had your own signatory page. I am not sure how we are going to do that this time, but I don't have any questions after reading them.

Ms. Finney stated, I have no questions. Thank you.

Mrs. Betsa asked, Chairman Williams, I just might want to add that the Ohio Department of Commerce Division of Real Estate and Professional Licensing has become a little bit more serious when it comes to cemeteries and cemetery committees. So Donna when you said that it wasn't as formal as before, now they are keeping an eye on this and we have to submit a lot of documentation to them. They have requested that the Rules and Regulations be reviewed annually, even if there are no changes. I will so advise Ann Petit, Superintendent of the Department of Commerce that the Rules and Regulations were reviewed and that there was no need to revise them.

Mr. Milroy asked, is that a motion we can make, or do you need signatory pages again?

Mrs. Betsa replied, you do not need a motion or anything else because there is no need to vote on anything.

Chairman Williams asked, Donna, anything on the Rules and Regulations of the Committee?

DRAFT

Minutes of the Union Cemetery Committee

Tuesday, August 25, 2020

Page 4

Ms. Finney replied, no, I'm good.

Review of Financials

Chairman Williams asked, are there any questions or comments regarding the annual financial reports?

Mr. Milroy stated, I just had one that goes back to previous Minutes. I know there's a flagpole or something that needs to be lit full-time, year-round. There was previous discussion about perhaps setting up solar panels or something. I don't know that we have an expert that's moved at all on this, but it seems to me that if you could rig some sort of solar system up, it might reduce the annual operating costs. I don't know if that's moved anywhere or if that's on anybody's agenda.

Chairman Williams replied, to my knowledge, it's not been researched, but I will take that on and work with our Service Department to see what their thoughts are.

Mr. Milroy stated, excellent. Thank you.

Chairman Williams asked, Donna?

Ms. Finney replied, I looked over the financials. I don't see anything wrong or anything to discuss.

Motion to accept the financial report as submitted.

Ms. Finney, seconded by Mr. Milroy, made a motion to accept the financial report as submitted.

Chairman Williams asked, discussion?

Mr. Milroy states, it looks good.

ROLL CALL:

Ayes: All

Nays: None

Motion Carried

Financial Report accepted

Update on work performed at Cemetery pursuant to grant received

Chairman Williams stated, one of the items that came out of last year also was we were awarded a grant from the Ohio Department of Commerce in the amount of \$1,000 designated to help with the maintenance of the Union Cemetery primarily in the area of the roadwork and driveway.

DRAFT

Minutes of the Union Cemetery Committee

Tuesday, August 25, 2020

Page 5

Mayfield Village Service Department has that on their agenda. Can you provide a status Mary Beth?

Mrs. Betsa replied, the Service Department has purchased the needed materials to repair and replace the driveway. The work will be completed prior to the deadline date, which at first was Spring 2020, but due to COVID-19, the deadline has been extended to December 1, 2020 which provides them with ample enough time. I think they have already started the process of repairing or replacing the driveway.

Chairman Williams stated, great. Thank you.

ANY OTHER MATTERS

Chairman Williams asked, are there any other matters?

Mr. Milroy stated, outside of the driveway repairs happening and the lights, that's all the notes I had from reading the materials sent over which I do appreciate. It was real good information.

Chairman Williams asked, Donna?

Ms. Finney replied, I have no questions or comments.

ADJOURNMENT

There being no further matters, Ms. Finney, seconded by Mr. Milroy, made a motion to adjourn the meeting. The meeting was adjourned at 4:45 p.m.

Respectfully submitted,

Mary E. Betsa, MMC, Secretary

Fund Description.....	Beg Yr Bal....	Ytd Receipts..	Ytd Expenses..	Unexp bal.....	Encumbrances..	Unenc bal.....
283 MAYFIELD UNION CEMETERY FUND	24,009.92	4,000.00	1,459.03	26,550.89	1,500.00	25,050.89
***	24,009.92	4,000.00	1,459.03	26,550.89	1,500.00	25,050.89

283.000.41541 CEMETERY ASSESS. FROM OTHER COMMUNI							Amount	Remark
Batch Date	Trans Date	Src	----Payin---	--Trans--	Bno/seq	Project		
01-15-2020	01-10-2020	REC	28016	R2000062	05830010		1,000.00	UNION CEMETARY DUES/CERT/S
01-31-2020	01-27-2020	REC	28081	R2000186	05844004		1,000.00	MCSO FUEL/FRANCHISE FEE/ C
02-14-2020	02-06-2020	REC	28123	R2000268	05859001		1,000.00	MEMORIAL BENCH//UNION CEME
02-14-2020	02-10-2020	REC	28140	R2000296	05862007		1,000.00	TITLE SEARCH//UNION CEMETA
02-19-2020	02-13-2020	REC	28166	R2000348	05868005		-1,000.00	TO CHANGE PAY IN #28140
Account total							<u>3,000.00</u>	

283.000.41821 INTEREST INCOME - UNION CEMETERY FU							Amount	Remark
Batch Date	Trans Date	Src	----Payin---	--Trans--	Bno/seq	Project		
02-19-2020	02-13-2020	REC	28166	R2000349	05868005		1,000.00	TO CHANGE PAY IN #28140
Account total							<u>1,000.00</u>	

FUND 283 MAYFIELD UNION CEMETERY FUND 4,000.00

Grand Total 4,000.00