

City of Rittman

30 N. Main St., Rittman, OH 44270

330/ 925-2045

FAX 330/ 925-2066

CITY OF RITTMAN CEMETERY BOARD MEETING @ RITTMAN CEMETERY JUNE 27, 2022 12:00PM

ATTENDANCE: Board Members: Jordan Hart, Keely Dreher, Richard Schumacher
Bobbie Beshara, City Manager; Chuck Lengacher, Service Director; Don Rediger, Service Supervisor; Jason Fankhauser, Cemetery Sexton; Kris Fetter, Cemetery Clerk

OLD BUSINESS:

- Motion was made by Rich Schumacher to approve the minutes from the 2021 Cemetery Board Meeting. Motion was seconded by Keely Dreher. All agreed. Motion carried.
- Headstone restoration- It was determined that there are approximately 20-25 headstones in the oldest section of our cemetery that need attention. The quote to repair the headstones was approximately \$1800. The project is on hold at this time.
- A permanent cement pad was poured at Soldiers Circle for use during the annual Memorial Day Ceremony.
- Stamping Machine- a new machine was purchased to stamp metal that is necessary to mark areas/ sections of the cemetery.
- Replacement of Cremation Stand Cover- A replacement cremation stand cover was purchased due to mice eating through the existing cover. The replacement will be kept in a tight plastic container.
- Ordinance Change Requests- Ordinance # 8244 was passed 9/27/2021 to amend Chapter 991 in the following sections.

991.04 (e) to state the maximum time limit a temporary marker, supplied by a funeral home, may be at a grave site is two (2) years. Temporary markers will be removed after the allotted time frame. Any unapproved temporary markers will be removed immediately.

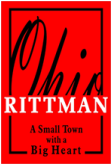
Ordinance # 8286 was passed 5/3/2022 to amend the following 4 sections of Chapter 991 pertaining to cemetery regulations.

991.01 (q) was updated to reflect the clean- up dates that flowers and ornaments are NOT allowed on gravesites. April 1- May 1 and November 1 through December 1: Everything removed. Eternal lights may remain during this time. December 1 through April 1: Wreaths and ornaments only can be placed on the pot base of a grave.

991.03 (k) was amended to restrict height and weight of a stature on a pot base to 30 inches tall and not more than 50 pounds.

991.04 adding (f) Monument companies must schedule a date and time to place/ etch their stones.

994.10 (f) to change the time from 1:00pm to 12:30pm that a scheduled burial will be charged the overtime fee of \$350.00.



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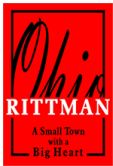
- Tree and stump removal is continuing as trees die and to prepare for the new cemetery section. Twelve (12) trees have been removed in the last year.

NEW BUSINESS:

- Unused Interment Equipment- It was reported that there are approximately 10 items that used to be used for cemetery interments that are just sitting and taking up space. It was recommended that the city take an inventory and see if the items can be sold while they are still good since the interment shelter is used 100% of the time. Keely Dreher made a motion to sell any unused cemetery equipment while there is still value. Jordan Hart seconded the motion and all agreed.

The cemetery sexton will compile a list and take pictures of items to sell. The City Manager will get Rittman City Council approval to sell. After approval is received, the items will be placed on GovDeals.com. **A list of retired cemetery equipment is attached**

- Dam Erosion- The dam behind Cemetery Section C2A hasn't spilled over in the past year. The Rittman Service Director is waiting on a quote from an excavator to install pipe in the area and fill with rubble.
- Staging Area- the area behind the cemetery maintenance garage has been completed. Trees have been planted in a semi-circle behind the garage to hide equipment, dirt, etc.
- Foundation Repairs- Discussion was held on the process of repairing foundations that are in need. Over time, some of the foundations under headstones have deteriorated and are no longer level. In some of the older sections, there is no foundation at all. The cemetery sexton would like to start repairing these, as time allows, before a complaint is received. The last couple of foundations fixed, the family paid for new cement to be poured. Many of the foundations in need of repair don't have people visit to see the condition. The question is how to pay for the repairs? Do we continue to wait until a loved one contacts us or be proactive? The consensus of meeting attendees was to be proactive but no clear answer on how to fund the repairs was decided upon. This will be further discussed at a later date.
- Interment Maps- New interment maps have been ordered for use in the cemetery. The current paper maps are unreadable due to age and weather. Maps are referred to on every burial and sale.
- Secure Cremation Stand- A question was asked to see if there was a way to secure our cremation stand during a service in the interment shelter. The concern is that on windy days, the stand could blow over. The service department is going to explore options to make this happen. The floor of the shelter is made of pavers which may limit some solutions. Liability of the urn is a top priority. Currently the funeral director or a family member will hold the urn/ stand on windy days.
- Increase in Expenses- It was reported that almost all expenses are increasing at the cemetery. Grass seed, dirt, fuel, etc. Interment fees and foundation fees were just raised in 2021. Discussion was held on the possibility of reallocating the cemetery funds or adding a fuel surcharge to the interment fee. Richard Schumacher made a motion for city administration to review section 991.10 (c) of the codified ordinances to see if there is a different distribution of lot sales that would help cover rising expenses. Keely Dreher seconded the motion. All agreed. The current proceeds from the sale of cemetery lots is split 50/ 50 between maintenance and an endowment fund for permanent care and capital improvements. The service director and finance director will discuss this.



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- Cemetery Expansion Update- Service Director, Chuck Lenagacher, reported that the cemetery expansion is slowly moving forward. Engineering Associates is to take measurements and drop off a plan for the new section within the near future. Once we have the blueprints, we can start marking off the road and cremains section. Grindings from the city's streets that are being repaved are being placed in a holding area along Rittman Rd. behind the current tree line. The grindings will be spread as a base for the new cemetery road. A new tree line will need to be planted on the west side of the new section to be used as a wind break.

Meeting adjourned.

Next Meeting Date: To be advised. Tentatively fall of 2022

Respectfully submitted,

Kris Fetter, Cemetery Clerk