

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 7, 2023 10:30AM

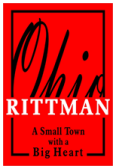
ATTENDANCE: Board Members: Keely Dreher, Richard Schumacher; Board Member Elect: Jason Shipley, Bobbie Beshara, City Manager; Chuck Lengacher, Service Director; Jason Fankhauser, Cemetery Sexton; Kris Fetter, Cemetery Clerk

OLD BUSINESS:

- Motion was made by Rich Schumacher to approve the minutes from the 2022 Cemetery Board Meeting. Motion was seconded by Keely Dreher. All agreed. Motion carried.
- New cemetery plot/ interment maps were purchased for Sections F and G for use in the cemetery maintenance building. The maps are on a plastic board instead of the old cardboard. Names and interment #'s have been added with a label maker for easier reading. Additional section maps will be replaced one at a time due to the expense. Maps are used for record keeping and sale of available lots.
- The repairs to the dam in the rear of the cemetery behind Section C2A have been completed. Stone was added for retention in the area of erosion.
- The old unused canvas interment tents were sold on GovDeals during 2022. To date, they have not been picked up.
- A motion was made by Keely Dreher and seconded by Rich Schumacher to allocate some funds to refurbish old headstones and make repairs to existing crumbling foundations. A company was looked at to do this for us. The quote was for \$1800 to clean up 10 headstones. It was decided to do what we can with existing staff and no funds budgeted at this time.
- The staging area behind the cemetery garage is shaping up. The arborvitae trees planted around the area have grown and are starting to hide the area as designed.
- The request to find a way to secure the cremation stand was denied. Liability is an issue with any kind of stand that might fall or be blown off. It was decided to have a family member hold the cremains if weather conditions were not suitable to leave an urn free standing.
- The cemetery expansion is progressing along very slowly. More discussion will be under the New Business.

NEW BUSINESS:

- Jordan Hart has been replaced on the cemetery board due to his moving outside the Rittman City Limits per the City Charter.



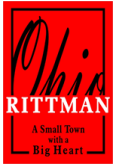
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- Welcome to new board member Jason Shipley.
- Maintenance Garage Restroom- The bathroom at the cemetery garage has been renovated, in an emergency, citizens have a decent place to use. Walls were painted, heater and hot water tank installed, new flooring laid and cement poured to cover the open well. All materials used were received second hand or donated so little expense was incurred.
- 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. A request was made to put in a block bunker in the area to hold the soil neat and dry when covered.
- New Tractor- A tractor was donated from the Rittman Water Treatment Plant which replaced a tractor that had been used for over 20 years. The replacement tractor has additional capabilities over the old tractor. The old tractor is to be sold on GovDeals.com.
- New Utility Vehicle- A brand new utility vehicle has been received. Funds were set aside for this over 3 years ago. This essential equipment is used daily.
- Temporary Foundations-
- Water/ Electric to Interment Shelter- A recommendation was made to put in water and electric to the interment shelter before the cemetery expansion is finished. This would avoid tearing up newly planted grass. An estimate of \$225.00 was given to extend the electric and water line from the maintenance garage. A motion was made by Rich Schumacher and seconded by Keely Dreher to make the improvements.
- Pot Base- A discussion was held on whether to charge or not for placing a concrete pot base on graves upon request. The 12" x 12" square slabs cost about \$4.00 each and we place about 25 per year. The decision was made to NOT charge for the base and leave them as free upon request.
- Cremation Urn Vaults- Cremation Vaults are becoming more popular. Currently, our interment charges are \$600 for a traditional burial and \$300.00 for a cremation urn. Cremation vaults are smaller than a traditional vault but are larger than a cremation urn. A motion was made to add a new fee of \$450.00 to the Rittman Codified Ordinance Section 991.10 (Cemetery Charges & Fees) for those wishing to use a cremation vault or any container larger than 12" x 12" as it is more labor intensive. Also, an item needs added to 991.051 of the ordinances to state that only one (1) urn vault or any container larger than 12" x 12" is permitted per lot in the ash garden since the garden lot sizes are smaller than a regular lot size. Motion made by Rich Schumacher and seconded by Keely Dreher. All agreed.
- 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.



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Meeting adjourned 11:45am.

Next Meeting Date: To be advised. Tentatively early summer 2024

Respectfully submitted,

Kris Fetter, Cemetery Clerk