

Village of Bellaire

CEMETERY COMMITTEE

Helen Schuckel, Chairperson

Terry Smith (Forest Home Twp.)

David Schulz (Village Council)

COMMITTEE MEETING MINUTES

October 24, 2017

1. **Call to Order:** President Schulz called the meeting to order at 8:37 a.m.
2. **Roll Call Attendance**
 - Present:** President Schulz and Supervisor Smith
 - Absent:** Chairperson Schuckel
 - Staff Present:** Lori Lockett, Clerk and Ken Stead, DPW Supervisor
 - Also Present:** None.
3. **Approval of Agenda:** The agenda was approved as written.
 - Motion by Supervisor Smith, seconded by President Schulz, to approve the agenda as presented. Motion carried by voice vote.**
4. **Approval of the June 13, 2017 Meeting Minutes:** The minutes were approved as presented.
 - Motion by Supervisor Smith, seconded by President Schulz, to approve the minutes of June 13, 2017 meeting as presented. Motion carried by voice vote.**
5. **Public Comment on Agenda Items:** None presented.
6. **Old Business:** None presented.
7. **New Business:**
 - a) **Cook/Crittenden Family Request** – President Schulz explained that there was correspondence dated August 29, 2017 to the Village Cemetery Committee as well as emailing. He conducted a site inspection and spoken with Mr. Crittenden via telephone. President Schulz explained what the family wanted to. The Crittenden lot in is the old far west section of the cemetery. The northernmost lot is next to cemetery property line. Mr. Crittenden does not intend to have anyone buried in the cemetery. They would like a Crittenden/Cook family memorial with sixteen names on the north plot and a bench on the south plot. Additionally they would like corner markers around the lot. The issue is that the current rules require all of the headstones to run the same way. The new section they face eastwards. In the old section, there is kind of a hodge-podge. He and Trish Drollinger had viewed the site. The question was if allowed, would there be an impediment to the mowing. There are two sites to the west and one to the east that are exactly like what is being proposed. It may be easier to mow the perimeter if the monument is located at the north. From an aesthetic standpoint, placing the monument at the north completes the northern view. From a mowing standpoint it may make it easier to mow. Supervisor Smith asked about the lots in the immediate area, specifically those flanking this site. Supervisor Smith thought the monument did not present as much of an issue as the bench. President Schulz said there is a huge open space. DPW Supervisor Stead wondered if the end of the lot was an alley or the start of additional lots. Clerk Lockett asked if they would be reviewing questions about monument placement on a case-by-case basis. Supervisor Smith said that without a variance process in place, the committee probably would. It is hard to stick to the rules exactly when what is being requested already exists in the cemetery. The committee viewed the cemetery map. President Schulz identified the lot on the map and showed where the monument and bench would

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have to be located. From the mowing standing, placing the head stone east/west would cause more problems for Steve. It will take more time for him to mow. On a case-by-case basis, does the proposal fit in with what is around. The monument is proposed right at the plot line. DPW Supervisor Stead indicated that he could agree with the headstone, but not the bench. Supervisor Smith wondered if there were other benches up there. DPW Supervisor Stead that there are some. One has been removed because the site was not being maintained. The bench would be in the way if adjacent lots had monuments running east and west. Supervisor Smith thought the bench was a problem. Maybe they can work with Ken to place it where there will not be an issue. DPW Supervisor Stead said that the placement depends on the graves next to it. If the surrounding sites have monuments installed in the proper locations, it will cause a problem. He thought the committee could be setting themselves up for a problem. There was discussion that the family be allowed to place the headstone monument on the northern most plot adjacent to the property line and that Mr. Crittenden work with the cemetery sexton to determine if there is an acceptable place for the placement of the bench. Supervisor Smith said this might be possible if the surrounding graves are used and there is no issue created. If there are other burials planned the bench could be in the way. Corner markers would be allowed so long as they are flush to the ground. President Schulz made a motion that the cemetery committee make a recommendation to village council to approve placement of the headstone on the northernmost border of the northern most plot and approve the corner markers with the provision that they are flush mounted and can be easily mowed over. Finally, the viability of the placement of the bench will be determined by the cemetery sexton after reviewing the existing markers and potential future markers.

Motion by President Schulz, seconded by Supervisor Smith, to recommend to village council to approve placement of the headstone on the northernmost border of the northern most plot and also approve the corner markers with the provision that they are flush mounted and can be easily mowed over. Finally, the viability of the placement of the bench will be determined by the cemetery sexton after reviewing the existing markers and potential future markers. Motion carried by voice vote.

b) Cemetery Rules – removal of miscellaneous items

President Schulz noted that earlier in the year, the cemetery maintenance worker had provided his recommendations to Ken regarding the cemetery rules and regulations. The committee reviewed the recommendations one by one. First, was recommendation that nothing be allowed in front of the head stones, on the opposite side of the 18". Second, that rocks, stones, or gravel of any kind should not be allowed. Third, no planting of bushes, shrubs, and trees was recommended. The committee made proposed changes to the current rules. Section 29-8 A. was proposed to read: "Any vegetation, including bushes, shrubs, trees and/or ornaments placed by the lot or gravesite owners shall be placed within 18" of the headstone." Section 29-8 D. was proposed to read, "No fence, railing, coping, curb, wall, hedge, rocks, bricks, stones, or enclosure of any kind shall be placed or erected around any burial unit. Section 29-8 E. was proposed to read, "No plastic/ artificial flowers are permitted. No glass containers are allowed. Maintenance of all vases, pots, and urns are the responsibility of the lot or gravesite owner." Section 29-8.F. was proposed to read, "Surfaces other than earth or sod are prohibited. Landscaping materials are not allowed." President Schulz made a motion to recommend to village council that the updates to the Lakeview Cemetery Rules & Regulations be approved. Supervisor Smith supported the motion.

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Motion by President Schulz, seconded by Supervisor Smith, to recommend to village council that the proposed updates to the Lakeview Cemetery Rules & Regulations be approved. Motion carried by voice vote.

A question was asked about retention of the items that had been removed. Staff was directed to hold off until spring.

c) 2018-2019 Budget Items: The committee reviewed the cemetery budget. President Schulz noted that the year-to-date revenue and expenses, and the amount to be divided between the village and township. After a quick review of items requested by the cemetery maintenance worker, the committee requested that quotes for items be provided. The committee reviewed the quote for tree removal. DPW Supervisor Stead noted that the quote was adjusted for cost of trees already removed. Because there may be additional items for budget consideration, the committee agreed to meet in early January.

8. Discussion Items: President Schulz commented that was a small amount of heat for removing the fence line. It looks so much better. Supervisor Smith commented that he had about a half dozen positive comments and only one negative comment. DPW Supervisor Stead reported that positive comments had been made about the overall condition of the cemetery.

9. Communications/Informational: None presented.

10. Member/Public Comment: None presented.

11. Adjournment: Meeting adjourned at 9:14 a.m.

Compiled by Lori Lockett, Clerk
Minutes are subject to approval.

Approved: _____
Helen Schuckel, Chairperson

Date: _____