

**CEMETERY COMMITTEE
MEETING MINUTES
March 8, 2021
2:00 PM**

Mayor Clark called the meeting to order at 1:59 p.m.

Roll Call: Patty Leventry, Nina Schroeder, Cookie Vanek

Other Village Personnel Present: Mayor Linda Clark, Maryann Fabian

Citizens Present: None

- ❖ Motion to name Patty Leventry as Chair of the Cemetery Committee made by Cookie Vanek, seconded by Nina Schroeder.
- ❖ Motion to approve last year's minutes made by Patty, seconded by Cookie; all "ayes" given.

Mowing Contract: Only one valid quote, from Scotland Yard Landscaping, was received. A second was received but five days past the deadline. Scotland Yard Landscaping's contract includes a general maintenance service provided once weekly. General maintenance includes mowing, trimming/weed-eating, and sidewalk/driveway edging at a cost of \$475 plus tax per weekly service, billed at the end of each month. Mayor Clark noted the price increase and advised that it is based upon the now-weekly weed-whipping schedule. Previous complaints from citizens about sub-par weed-whipping are being heeded. The committee agreed that this cost is reasonable when compared with labor requirements. Due to the cemetery's age, layout, and subsequent asymmetry, labor takes longer; it has historically taken six workers approximately four hours to complete weed-whipping. In addition, previous mowing contracts have not included the "bowl" (i.e., the expanse of grass adjacent to the graveyard)—and Scotland Yard Landscaping's contract does.

- ❖ Motion to accept and approve Scotland Yard Landscaping's contract made by Patty, seconded by Cookie; all "ayes" given.

Flower Quote: Urban Growers provided a quote for flowers, which was then reviewed and revised by Cookie. With said revisions, the price showed a nearly \$200 decrease in cost to a \$780 total. The revised quote will be shared with Urban Growers, and it will include:

1. (26) 15" urns custom planted with petunias, geraniums, spikes, and vinca @ \$598
2. (40) #45 geraniums @ \$110
3. (4) #45 ipomoea - sweet potato vines @ \$11
4. Large rectangle urn custom planted @ \$25
5. (2) "New Guinea" impatiens @ \$18
6. (1) ageratum @ \$9
7. (1) hybrid marigold @ \$9

The owner of Urban Growers clarified that they do not sell perennials at wholesale pricing, but the committee would like to add one or two perennials this year (to the Veteran's Circle, for example). Because the committee agreed that fewer flowers are needed for the mausoleum than

have been ordered in years past, and because the quote has already been reduced by Cookie's revisions, the committee will proceed with purchasing perennials through Urban Growers at retail price, as the cost will be offset by the aforementioned savings. Possible perennial options include coral bells, achilleas (yarrow), and sedums, and Mayor Clark has requested pricing. Cookie notes that she has another retailer in mind in the event that Urban Growers does not have hybrid marigolds available; Urban Growers will be instructed to provide no substitution for this item.

\$50 worth of landscaping (including mulching and, per request, decidedly more flowers of greater variety than in previous years) will be dedicated to the Coit bed. This expense will be modified on the proposed expense submission to the Trust, per Mayor Clark.

The committee will discuss purchasing mums later in the season—for the mausoleum vases and to place by the Veteran's stone.

Mulching: Patty inquired whether the D.M.R.C. will facilitate a service-learning project for student-volunteers to help with mulching, as they have in years past. In addition to typical mulching (e.g., the mausoleum beds, the Veteran's Circle, and the Coit bed), the trees that line the South driveway will also be mulched this year. Cookie volunteers to mulch the beds. The Service Department will mulch along the trees. Mayor Clark will contact CYC Mulch to ask if they will donate mulch, and the committee estimates that 5-7 yards of mulch are needed.

Additional Service Needs and Maintenance Notes:

- Cookie states that replacement watering cans are needed. The Mantua Lions Club provides these and will be contacted.
- The committee requests that the Service Department installs a hose extension for the spigot near the shed, as it is difficult to access, to use, and to turn off—so it often leaks. Per Maryann, several spigots leak.
- Per Mayor Clark: The cemetery will soon be metered by Portage County, so the Cemetery will incur a water bill.
 - Although the water supply to the cemetery is currently shut off, it will be turned back on at the beginning of May. It will be turned off again at the end of October.
 - Cookie has historically watered twice per week; Mayor Clark advises that the Service Department will also uphold this responsibility.
- The committee requests that the Service Department power-washes the two large box planters that straddle the main entranceway and the two benches in the Veteran's Circle. In addition, Cookie proposes that the benches be sealed instead of re-painted because the paint has not held up well and is chipping.
- The committee requests that the Service Department re-paints the (3) white crosses and the "U.S." placards in the ground in the upper circle.
- The committee would like to know what citizen Tom Aldridge's plans are for the Veteran's Circle. Patty will confer with Tom and advise him to contact the Mayor to discuss.
- Mayor Clark notes that a light gray trim will be added to the doorway of the mausoleum, where new doors were recently installed.

- Maryann will provide the Service Department with this updated list of needs, including the watering schedule, and the Trust will reimburse labor and Service Department Spring Clean-Up based upon hours logged and submitted.
- The cemetery committee approves the fourth plow truck payment of \$4,000, which will be included on the proposed expenses form submitted to the Trust.

Other: Patty requests that the mausoleum be opened to the public for Memorial Day. Maryann notes that, per Covid regulations, only two people are allowed inside of the mausoleum at one time.

Those who wish to volunteer their labor at the cemetery are welcomed but must sign and submit a volunteer release form with the Mayor. All cemetery committee members signed and submitted theirs to the Mayor.

Motion to adjourn made by Patty at 2:40 p.m.