

Village of South Amherst

7/13/2022

Rosemary Leshinski called the meeting to order at 6:00 pm

Board Members present: Rosemary Leshinski, Marilyn Makruski, Andrew Johnson

Village Council: Not present

Visitors: Emil Ruth of GoGreen Landscaping, 461 E. Lorain St., Oberlin, OH

Agenda

Rosemary Leshinski asked if there were any additions to the agenda. Paula added the approval of the minutes for the 6/29/2022 special meeting. Andrew Johnson moved to accept the agenda with the addition. Marilyn Makruski seconded. The roll was called in favor.

Meeting Minutes

Andrew Johnson moved to accept the minutes from the June 8, 2022, and the June 29, 2022 meetings. Marilyn Makruski seconded. The roll was called in favor.

Visitors

Emil Ruth – Military markers – three to be installed and one to be lowered. He needs assistance with placement. When he goes to place them, someone will meet with him to measure for Skagg's special foundation order.

Paula asked him to make sure we are current on our payments. There seems to be a delay in our receiving his invoices. Emil said they are working with new software.

Reporting – Financial and Other

UAN Financial Reports for June 2022 were presented for review. Ref. Exhibit A. Paula Knodel presented the current list of burials and lot sales for 2022. Ref Exhibit B. Rosemary Leshinski moved to accept the presentation of these reports. Andrew Johnson seconded. The roll was called in favor.

Open Work Items – Paula Knodel gave a brief overview of what she has on her current work list. Rosemary asked to add the downed branch that was reported by a resident to the Board's open work order list.

Old Business

Cemetery Bylaws – The Board began editing on June 29th. Review will continue with the goal of finalizing by August 31, 2022.

Cemetery Drainage Problems – Two bids were received. Both were reviewed. The Board is interested in accepting GoGreen Landscaping's bid for work to be completed. There are some questions the Board wants to clarify before a final contract is written up.

Andrew Johnson motioned to accept GoGreen's bid. Rosemary seconded. The roll was called in favor. Meeting with Emil will held to finalize contract details. Paula was asked to set up a meeting with Emil early next week.

Andrew Johnson completed a power point presentation for use in requested ARPA funds from the Finance Committee. Bid is approx. \$47k. Board will be asking for \$35k from ARPA funds to help cover the cost. Andrew will be meeting with the Finance Committee on July 21, 2022 at 7pm.

Methodist Church – Rosemary Leshinski and Paula Knodel met with the members of the Methodist Church in June. They discussed with members the possibility of granting access to their parking lot from a second entrance the board wants to construct at the end of Section L. The entrance would be gated and opened only on an as needed basis. One of the main needs for this access is to allow departures from funerals held in Section L.

The members were also told of a walkway entrance the cemetery wants to construct at this same site. Currently there is only one roadway entrance into the cemetery with no sidewalk for safety for those who enter on foot.

The church members indicated that we could go ahead with our plans for a walking entrance. They asked for a written proposal from the Cemetery Board on the gated roadway entrance. Rosemary presented a preliminary email. Paula will work via email with Board Members to approve a final document. Further discussion with the village attorney regarding an easement to their property is needed.

Columbarium – The Board met with Kevin Hipp of Franklin Monument on July 7th to discuss the program where he sponsors the building of columbariums for cemeteries. He presented a drawing of what he has in mind for Evergreen, along with photos from others he has installed elsewhere. The group proceeded to cemetery to review where it might be placed.

Kevin will have a contract drawn up along with a good drawing of the proposed structures. Another meeting will be planned. The contract, once approved by the Board, will be forwarded to the village legal council for review. It is hoped that the structures will be in place by the Spring of 2023.

Cameras for Cemetery - Paula completed the purchase of 3 cameras. Andrew has them and will install them. One needs a memory card that he will donate. He will set them up this weekend and let us know where they are. He will let Paula know so she can be trained on how to get the information they collect.

Use of Information Board at Evergreen – Members will continue to decide on the use of this board.

Hiring a Worker: Acceptance letter has been presented to potential village worker. He will be reporting to the council and will hopefully start next week sometime. Paula will follow-up on the procedure to be followed for having him complete cemetery work.

Cemetery Clerk Workspace: Should be resolved by end of August.

New Business

Sign Designs: The Board needs a sign designed for the new walkway entrance.

2023 Meeting Calendar: The records clerk needs to know the intended 2023 meeting schedule. Rosemary Leshinski motioned to keep the same meeting schedule. Andrew Johnson seconded. The roll was called in favor.

Andrew Johnson moved to adjourn. Marilyn Makruski seconded. The roll was called with all in favor

Respectfully Submitted
Paula S Knodel, Cemetery Clerk