



Cemetery Restoration Advisory Board April 12, 2017 Meeting Minutes

Call to Order:

The meeting was called to order by Chair Zets at 3:41 p.m.

Roll Call:

Brian Zets, Chair	P
Denise Kohn, Vice Chair	P
Bill Resch	P
Nancy Ferguson	P
David Cline	P
Mary Fee	A

Also present: Jennifer Mason, Clerk of Council/Staff Member, Mark Nemec, Director of Public Service/Staff Member

Approval of the March 17, 2017 meeting minutes:

Vice Chair Kohn apprised Clerk Mason of several typographical errors. These corrections were made directly on the original copy of the minutes.

With those changes, Member Ferguson moved and Member Resch seconded approving the minutes. All voting members approved and the minutes were passed as amended.

Approval of the Agenda:

Chair Zets moved to accept the agenda. Member Ferguson seconded and all voting members approved.

Hearing of Visitors:

None present.

Review, edit, and finalize the Board's report and recommendations to council:

Member Ferguson announced that Dr. Jarrod Burks could not attend the April 18th council meeting. Member Ferguson did not want to schedule out into July. She talked to Dr. Burks about alternate dates and she reported that if he moved an obligation, Dr. Burks could make the May 2nd meeting. Clerk Mason agreed to reset the CRAB report and recommendation to the May 2, 2017 council meeting.

The board discussed the lack of estimates for items like the sidewalks and a flag pole. These numbers were expected to be provided by the city planners. It was hoped that the city council would approve an amount to spend and the city manager would manage the purchasing and construction along with the city planners. Member Ferguson offered to reach out to City Manager Joseph Stefanov for further details.

The board talked about how the report would be delivered to council and generally agreed that the CRAB report would be delivered as follows:

- 1) The CRAB Report and Recommendation would be delivered electronically and via paper to council ahead of the meeting at which the presentation would be made. Copies of the Ohio Valley Archeology, Inc. Report would also be made available to council members in whatever format they preferred.
- 2) At the council meeting, Member Ferguson would make a short presentation about the history of the cemetery.
- 3) Dr. Burks would give his summary of his report including methods and items discovered.
- 4) Chair Zets would present the cost estimates to council.

The board reviewed the drafted CRAB report together. They discussed plaques, asterisks on signage to indicate which headstones were in their original positions and marked actual grave sites, and made several word choice changes or deletions. Member Ferguson offered to rewrite the final paragraph with summaries of the restoration estimates from Gravestone Transformations, Gravestone Guardians of Ohio, and Columbus Art Memorial. The estimate from Columbus Art Memorial would be noted as verbal only.

The board discussed wanting council to set aside a certain amount in the city's annual budget for cemetery repair and maintenance for all of its cemeteries, including the Wagner cemetery, so they did not slip back into disrepair. Public Service Director Mark Nemec recommended asking for a line item in the budget.

Clerk Mason offered to invite a city council member to become council liaison to the CRAB, however, it was noted this wasn't necessary as the board's work was almost complete.

Member Ferguson planned to draft a resolution to put before council the same day that the presentation takes place. She would also reach out to City Manager Stefanov about that.

The board discussed the need to meet again to agree and vote on the final report.

Old Business:

None.

New Business:

None.

Schedule the next meeting:

A special meeting was set for April 17, 2017 at 11 a.m. to review and vote on the final report.

Poll members for comment:

None.

Adjournment:

Chair Zets moved to adjourn. Member Kohn seconded. The meeting was adjourned at 5:23 p.m.

Signed:



Brian Zets, Chair



Jennifer Mason, Clerk/Secretary

4/17/17
Date