

**VILLAGE OF CHAGRIN FALLS
CEMETERY COMMISSION
January 10, 2018**

Members present: Trace, White, Carr
Also present: Arnold, Buddenhagen, Lipp, Jamieson

The meeting was called to order at 9:00 a.m. by Larry Trace.

NOMINATION OF CHAIRMAN

Moved by Mrs. White, seconded by Mrs. Carr to nominate Larry Trace to serve as Chairman of the Cemetery Commission for the year 2018. Carried. Ayes: White, Carr, Trace. Nays: None.

APPROVAL OF MINUTES

Moved by Mrs. Carr, seconded by Mrs. White that the minutes of the meeting held November 8, 2017 be approved. Carried. Ayes: White, Carr, Trace. Nays: None.

CIVIL WAR MONUMENT

John Bourisseau, Chagrin Falls Historical Society, presented a Treatment Report from ICA - Art Conservation for the monument along with a DVD of the restoration. He mentioned that they are planning on having some events at Evergreen Hill Cemetery such as a Walking Tour.

AVAILABLE GRAVES

Mr. Arnold reported that there are only 117 in-ground graves left and available to sell and only 91 in-ground cremation graves left and available to sell.

EXPANSION

There was lengthy discussion regarding the need to expand the cemetery. The Commission agreed that the expansion should be done in phases so that they are at least moving forward with the project. There is \$14,000 in the budget and they could look into selling the timber when it is removed from the site.

BUDGET

Mr. Trace brought up the fact that the Cemetery Accounts were over budget for 2017. Mr. Jamieson said he will look into why the utilities account is so much over budget but it is somewhat normal for the other accounts to fluctuate.

TURF MAINTENANCE

Mr. Jamieson reported that this year the turf maintenance contract will be for one year instead of two years as it has been in past years.

COLUMBARIUM

Mr. Trace suggested that the village should sell urns for the columbarium and add the cost into the price of the niche.

YEARLY PRICE INCREASE REVIEW

Mr. Trace said they will review this at their next meeting.

The meeting adjourned at 10:30 a.m.

Larry Trace, Chairman
lgb



ICA - Art Conservation

2915 Detroit Avenue
Cleveland OH 44113
T: 216 658 8700
F: 216 658 8709
www.ica-artconservation.org

Treatment Report

Date of Report: 12/8/17

ICA Project #: 190/15

IDENTIFICATION OF OBJECT

Artist:

Title/Subject: Civil War Monument

Date/Period: 1867

Media: Sandstone and marble

Dimensions: Approx. 19' high x 14' 6" wide

Owner:

Village of Chagrin Falls
21 W Washington St
Chagrin Falls OH 44022

Ben Himes, Village Administrative Officer
440-247-5050
ben@chagrin-falls.org

TREATMENT

Iron stains on the obelisk were reduced by poulticing with 2-5% thioglycollic (aka Mercaptoacetic) acid¹, buffered with ammonium carbonate² to >pH 8.0 in cellulose powder³ and hydroxyethyl cellulose⁴ allowed to dwell 24-48 hours. The poultice was removed, and the area cleared with deionized water. Some poultice solution remaining in the marble was removed with a poultice of pH buffered deionized water allowed to dry.

The mortar was removed from the lowest four courses of Berea sandstone, and repointed using 2:1:3 lime:cement:sand mortar (used throughout the project for all pointing and bedding applications) made with river sand to match the aggregate in the existing mortar. A pure lime putty mortar was considered but rejected because of poor weathering qualities.

The lowest course of sandstone slabs was lifted to inspect the foundation underneath the central stepped base. The foundation under the slabs was found to be stable and in good condition. Some of the rubble foundation below the sandstone steps was found to be crumbling, so these areas were consolidated by packing in mortar. The delaminating slabs were consolidated with dispersed hydrated lime injection mortar⁵ in the cracks less than 1/8", and a cement based injection grout⁶ in the cracks greater than 1/8". The slabs were reset on a thin bed of mortar and the joints were repointed with the same mixture.

The delaminated step in the second course of sandstone was resurfaced by first cutting off the top 2", and then adhering a new slab in place with Sikadur 31⁷, and the surface joints pointed with mortar. The new sandstone slab was obtained from Cleveland Quarries.

Mark Erdmann
Objects Conservator
Professional Associate of AIC

¹ Mercaptoacetic acid (HSCH₂CO₂H) 97% Alfa Aesar, Ward Hill MA.

² Ammonium Carbonate, FCC, The Science Company, Lakewood, CO.

³ Arbocel BWW40 Cellulose Powder, J. Rettenmaier USA, Schoolcraft, MI.

⁴ Hydroxyethyl Cellulose, Tokyo Chemical Industry Co., Ltd. Tokyo, Japan.

⁵ Dispersed Hydrated Lime Injection Mortar (DHL-IM), US Heritage Group, Chicago IL.

⁶ Heritage Injection Grout (IG10) US Heritage Group.

⁷ Sikadur 31 epoxy paste, Sika Corporation, Lyndhurst NJ.



ICA-Art Conservation

2915 Detroit Avenue
Cleveland, OH 44113

216-658-8700

Invoice

| | |
|------------|-----------|
| Date | Invoice # |
| 12/11/2017 | 2017.1107 |

| | |
|----------------|---|
| BILL TO | Village of Chagrin Falls Ben Himes 21 W Washington St Chagrin Falls OH 44022 |
|----------------|---|

| | |
|-----------------|-----------------|
| Project Manager | Client P.O. No. |
| MAE | |

| | | |
|-------------|------------|---------------|
| Terms | Due Date | ICA Project # |
| 15 Days Net | 12/26/2017 | 190/15 |

| Description | Amount |
|---|-------------|
| Conservation Treatment or Services Sub-Total Option (A) Masonry restoration steps \$33,390.00 | 16,695.00 |
| Conservation Treatment or Services Sub-Total Option (B) Iron stain removal \$13,657.95 | 6,830.00 |
| <p>Title: Civil War Monument Project is complete</p> <p>PAID 12-19-2017 #4664 \$23,525.00</p> | |
| Total | \$23,525.00 |

The owner, or the client if different from the owner, agrees to pay to ICA-Art Conservation ICA's customary charges for services performed hereunder and to reimburse ICA for the expenses it incurs in connection with normal services included within the customary charges. Unless prior arrangements have been made, objects will not be released until all balances have been paid. Payment(s) shall be due within 15 days of billing by ICA. If payment is not remitted within 45 days, a late fee of 1.5% of the invoice amount will be added for each month the invoice remains delinquent.

Number of graves available in the cemetery 2018

42 graves were found in sections 50 thru 30 in 2017

5 graves been sold

27 of the remaining 37 are two or more graves together. All these sell for \$800.00

Section 53 has 80 full graves available and 12 cremation graves available. These sell for \$700.00 to \$800.00

Section 3c has 79 cremation graves available. These sell for \$1,300.00

Total full burials graves available 117

Total cremation graves available 91

GRAVES SOLD

| | <u>RESIDENT</u> | <u>NON-RESIDENT</u> | <u>TOTAL</u> |
|------|------------------------|------------------------|--------------|
| 2017 | 36 (2 niches) | 3 (2 niches) | 39 |
| 2016 | 28 (1 bench & 1 niche) | 1 (niche) | 29 |
| 2015 | 18 (1 bench) | 2 (1 bench & 1 niche) | 20 |
| 2014 | 31 (1 niche) | 0 | 31 |
| 2013 | 14 (1 niche) | 1 niche | 15 |
| 2012 | 10 | 6 (3 niches & 1 bench) | 16 |
| 2011 | 8 | 2 (1 niche) | 10 |
| 2010 | 7 | 4 (2 niches) | 11 |
| 2009 | 16 | 3 (2 niches) | 19 |
| 2008 | 16 (4 niches) | 10 (4 niches) | 26 |
| 2007 | 45 | 6 | 51 |
| 2006 | 89 | 4 | 93 |
| 2005 | 37 | 4 | 41 |
| 2004 | 62 | 24 | 86 |
| 2003 | 40 | 17 | 57 |
| 2002 | 50 | 2 | 52 |
| 2001 | 41 | 3 | 44 |
| 2000 | 30 | 5 | 35 |
| 1999 | 42 | 2 | 44 |
| 1998 | 39 | 22 | 61 |
| 1997 | 35 | 14 | 49 |
| 1996 | 60 | 6 | 66 |
| 1995 | 17 | 7 | 24 |
| 1994 | 29 | 1 | 30 |
| 1993 | 39 | 11 | 50 |
| 1992 | 36 | 4 | 40 |
| 1991 | 43 | 2 | 45 |
| 1990 | 38 | 11 | 49 |

BURIALS

| | <u>FULL BURIALS</u> | <u>IN-GROUND CREMATIONS</u> | <u>COLUMBARIUM BURIALS</u> | <u>TOTAL</u> |
|------|---------------------|---------------------------------|--------------------------------|--------------|
| 2017 | 13 | 30 | 2 | 45 |
| 2016 | 18 | 34 | 0 | 52 |
| 2015 | 15 | 33 | 2 | 50 |
| 2014 | 28 | 15 | 3 | 46 |
| 2013 | 15 | 28 | 1 | 44 |
| 2012 | 13 | 29 | 1 | 43 |
| 2011 | 22 | 21 | 2 | 45 |
| 2010 | 10 | 32 | 0 | 42 |
| 2009 | 18 | 22 | 2 | 42 |
| 2008 | 15 | 28 | 0 | 43 |
| 2007 | 19 | 17 | | 36 |
| 2006 | 34 | 67 | | 101 |
| 2003 | 21 | 23 | | 44 |
| 2002 | 30 | 27 | | 57 |
| 2001 | 28 | 37 | | 65 |
| 2000 | 22 | 30 | | 52 |
| 1999 | 31 | 29 | | 60 |
| 1998 | 33 | 30 | | 63 |
| 1997 | 26 | 25 | | 51 |
| 1996 | 37 | 33 | | 70 |
| 1995 | 33 | 14 | | 47 |
| 1994 | 25 | 25 | | 50 |
| 1993 | 32 | 24 | | 56 |
| 1992 | 25 | 27 | | 52 |
| 1991 | 28 | 20 | | 48 |
| 1990 | 42 | 21 | | 63 |

| BUDGET | 01-10-17 | 2013 | 2014 | 2015 | 2016 | 2017 |
|-------------------------------|-----------------------|--------------|--------------|--------------|--------------|--------------|
| | | ACTUAL | ACTUAL | ACTUAL | ACTUAL | BUDGET |
| CEMETERY | | | | | | |
| A12A-401 | SALARIES & WAGES | \$34,206.38 | \$39,506.40 | \$44,701.94 | \$42,310.06 | \$43,600.00 |
| A12A-402 | OVERTIME | 3,432.11 | \$3,422.81 | \$4,605.44 | \$4,342.42 | \$4,200.00 |
| A12A-403 | LONGEVITY | 900.00 | \$1,000.00 | \$1,150.00 | \$1,000.00 | \$1,000.00 |
| A12A-404 | PART-TIME | 3,898.64 | \$4,002.54 | \$2,286.86 | \$2,349.62 | \$2,500.00 |
| A12A-405 | OTHER | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| A12A-412 | PERSONNEL BENEFITS | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| A12A-413 | PENSION | 5,534.32 | \$6,629.00 | \$7,150.73 | \$6,805.81 | \$7,200.00 |
| A12A-414 | PENSION PICK-UP | 0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| A12A-415 | HOSPITALIZATION | 17,274.63 | \$21,318.47 | \$18,193.98 | \$18,113.17 | \$19,200.00 |
| A12A-430 | WORKING EQUIPMENT | 11,072.00 | \$10,485.00 | \$9,220.01 | \$11,161.98 | \$8,320.00 |
| A12A-438 | UTILITIES | 3,945.24 | \$5,924.44 | \$7,928.62 | \$9,919.46 | \$8,000.00 |
| A12A-439 | CONTRACTUAL SERVICES | 26,088.57 | \$46,452.97 | \$43,552.42 | \$21,534.23 | \$40,300.00 |
| A12A-442 | OPERATING EXPENSES | 13,987.97 | \$10,144.49 | \$7,955.69 | \$12,498.95 | \$8,700.00 |
| A12A-452 | CAPITAL OUTLAY | 8,872.37 | \$0.00 | \$549.38 | \$0.00 | \$0.00 |
| TOTAL-CEMETERY | | \$129,212.23 | \$148,886.12 | \$147,295.07 | \$130,035.70 | \$143,020.00 |
| CTY AUDITORS DEDUCTION | | | | | | |
| A12B-434 | FEES & MISC. SERVICES | \$15,406.46 | \$15,714.00 | \$16,122.96 | \$16,122.96 | \$16,500.00 |
| TOTAL-CTY AUDITORS | | \$15,406.46 | \$15,714.00 | \$16,122.96 | \$16,122.96 | \$16,500.00 |
| AMBULANCE SERVICE | | | | | | |
| A12E-434 | FEES & MISC. SERVICES | \$321,019.04 | \$324,530.55 | \$322,955.23 | \$327,711.05 | \$340,000.00 |
| TOTAL-AMBULANCE SERV. | | \$321,019.04 | \$324,530.55 | \$322,955.23 | \$327,711.05 | \$340,000.00 |

Appropriation Expenditure Rpt

AS OF: 12/04/2017

STARTING ACCOUNT: A012A5401

ENDING ACCOUNT: A012A5452

A01 GENERAL FUND

| ACCOUNT NO./ | ACCOUNT DESC/ | APPR | ENC | EXP MTD | EXP YTD | UNENC. BAL | % USED | % AVAIL |
|---------------|-----------------------|-----------|---------|----------|-----------|------------|--------|---------|
| 2A | CEMETERY | | | | | | | |
| A01-2A-5-401 | SALARIES & WAGES | 43600.00 | 0.00 | 4992.24 | 46296.72 | 2696.72- | 106.19 | 6.19 |
| A01-2A-5-402 | OVERTIME | 4200.00 | 0.00 | 163.68 | 3746.37 | 453.63 | 89.20 | 10.80 |
| A01-2A-5-403 | LONGEVITY | 1000.00 | 0.00 | 900.00 | 900.00 | 100.00 | 90.00 | 10.00 |
| A01-2A-5-404 | PART-TIME | 2500.00 | 0.00 | 703.48 | 2077.72 | 422.28 | 83.11 | 16.89 |
| A01-2A-5-405 | OTHER | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .00 | 100.00 |
| A01-2A-5-412 | PERSONNEL BENEFITS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .00 | 100.00 |
| A01-2A-5-413 | PENSION | 7200.00 | 0.00 | 879.42 | 7128.07 | 71.93 | 99.00 | 1.00 |
| A01-2A-5-414 | PENSION PICK-UP | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .00 | 100.00 |
| A01-2A-5-415 | HOSPITALIZATION | 19200.00 | 2759.67 | 1510.61 | 17687.57 | 1247.24- | 106.50 | 6.50 |
| A01-2A-5-430 | WORKING EQUIPMENT | 8320.00 | 0.00 | 208.57 | 8111.45 | 208.55 | 97.49 | 2.51 |
| A01-2A-5-434 | FEES & MISC. SERVICES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .00 | 100.00 |
| A01-2A-5-438 | UTILITIES | 8000.00 | 1367.39 | 1193.46 | 12039.65 | 5407.04- | 167.59 | 67.59 |
| A01-2A-5-439 | CONTRACTUAL SERVICES | 40300.00 | 4255.00 | 4269.99 | 33313.30 | 2731.70 | 93.22 | 6.78 |
| A01-2A-5-442 | OPERATING EXPENSES | 8700.00 | 630.03 | 3748.35 | 11012.99 | 2943.02- | 133.83 | 33.83 |
| A01-2A-5-452 | CAPITAL OUTLAY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | .00 | 100.00 |
| TOTAL 2A | CEMETERY | 143020.00 | 9012.09 | 18569.80 | 142313.84 | 8305.93- | 105.81 | 5.81 |
| TOTAL A01 | GENERAL FUND | 143020.00 | 9012.09 | 18569.80 | 142313.84 | 8305.93- | 105.81 | 5.81 |
| TOTAL REPORT: | | 143020.00 | 9012.09 | 18569.80 | 142313.84 | 8305.93- | 105.80 | 5.80 |

1
5.8%
OVER