

January 6, 2022

The cemetery trustees met in Village Hall, Cindy Lewis called the meeting to order at 6:00.

Roll Call: Cindy Lewis, Shelen Stevens, Dawn Blandy, sexton Tom Patton, clerk Jodie Domer, council members Dean Babcock and Craig Warner present.

Minutes from the December 2, 2021 meeting were approved as read.

Old Business:

1. Tom's salary increase has been approved and will need to go through the three readings for final approval. His salary will be retroactive to January 1, 2022.
2. Gary's salary will need to be increased to the new minimum wage of \$9.30 per hour. This position will be under the supervision of the sexton and will not exceed 300 hours per year. The sexton will monitor the time sheets for this position.

New Business:

1. Shelen made motion to retain Jodie Domer as the clerk for the cemetery board, Dawn second the motion. All in favor, motion passed.
2. Shelen Stevens' position expired December 31, 2021. Dean Babcock swore her in to a new term ending December 31, 2027.
3. The 2022 budget was reviewed and discussed. The trust account was also discussed.
4. The step renovation was discussed as Jim Palmer Excavating was asked to give a quote to repair and renovate the steps so the board could develop a plan. They actually came and renovated 3 sets of steps in Park Platt before being stopped, and the work hadn't been approved by the board. Will discuss at the next meeting after receipt of the invoice for the work.
5. Tom indicated that with all of the rain, he had major issues with the grave caving in as it was being dug. Asked permission to purchase wood to build a frame as the grave is being dug to alleviate the problem in the future. Dawn made motion for Tom to make the purchase, Shelen second the motion. All in favor.
6. Shelen made motion to retain Cindy Lewis as the chairperson of the board, Dawn second the motion. All in favor.

Bills were approved for: None

Buirals: Brenda Flores
Louise Souvenier

Next Meeting: February 3, 2022



Jodie J Domer, Clerk



Cindy Lewis, Chairperson

February 3, 2022

No meeting due to inclement weather.



Jodie J Domer, Clerk



Cindy Lewis, Chairperson

March 3, 2022

The cemetery trustees met in Village Hall, Cindy Lewis called the meeting to order at 6:00 pm.

Roll Call: Cindy Lewis, Shelen Stevens, sexton Tom Patton, clerk Jodie Domer, council members Dean Babcock and Craig Warner present. Shelen made motion to excuse Dawn Blandy's absence, Cindy second the motion. All in favor.

Minutes from the January 6, 2022 meeting were approved as read.

Old Business:

1. None

New Business:

1. One of the platt markers for Park Platt has come up missing. Jodie will check on price for ordering another and evaluate whether to purchase one, or, leave, as there is another marker on that platt.
2. The damage to the fence between the ponds can possibly be repaired.
3. The foundation for the Hoiles/Wagner lot was discussed. The Wagner's have expressed concern for the grave marker brick being in the foundation. Jodie will contact them to report the reason and see what they are expecting.
4. Jodie will contact Rutter & Dudley for new quotes for drive sealing.

Bills were approved for: Home Depot
 McKenzie's
 Jim Palmer Excavating

Burials: Diana Finkenbiner
 Kay Tolles

Next Meeting: April 7, 2022



Jodie J Domer, Clerk



Cindy Lewis, Chairperson

April 7, 2022

The cemetery trustees met in Village Hall, Cindy Lewis called the meeting to order at 6:00 pm.

Roll Call: Cindy Lewis, Shelen Stevens, Dawn Blandy, sexton Tom Patton, clerk Jodie Domer, council members Dean Babcock and Craig Warner present.

Minutes from the March 3, 2022 meeting were approved as read.

Old Business:

1. The missing marker for Park Platt has been located.
2. The Hoile/Wagner foundation was again discussed. Their concern is the integrity of the foundation and whether or not the cemetery will stand behind it. Shelen made motion, Dawn second the motion for Jodie to draft a letter to the Wagner's, for approval at the next meeting, indicating that the cemetery will stand behind the integrity only, of the foundation for 5 years. All in favor.
3. No information from Rutter & Dudley for drive sealing estimate.
4. The fence between the front ponds has been repaired.

New Business:

1. Tom has indicated that the fuel tank is possibly leaking. He will investigate and report at the next meeting.
2. There seems to be a problem with the electric at the tool shed. Tom will contact Phase Electric (John Berry) to check.
3. Jodie will be preparing foundation order list for Tom.
4. Shelen made motion to change the next cemetery board of trustees meeting to Tuesday, May 3, 2022, at 6:00 pm due to 2 of the trustees being unable to attend the regularly scheduled meeting. Dawn second the motion. All in favor.

Bills were approved for: Jim Palmer
 Mid-Wood
 Wood County Landfill

Burials: Tom Hillier
 Nancy Kern

Next Meeting: May 3, 2022



Jodie J Domer, Clerk



Cindy Lewis, Chairperson

May 3, 2022

The cemetery trustees met in Village Hall, Cindy Lewis called the meeting to order at 6:00 pm.

Roll Call: Cindy Lewis, Shelen Stevens, sexton Tom Patton, clerk Jodie Domer, council member Dean Babcock present. Cindy made motion to excuse Dawn Blandy's absence, Shelen second the motion. All in favor.

Minutes from the April 7, 2022 meeting were approved as read.

Old Business:

1. Tom indicated that the fuel tank is not leaking.
2. Schick Electric has replaced and repaired the electric at the maintenance building.
3. A letter has been sent to the Wagner/Hoiles' addressing their concerns.

New Business:

1. The belt on the mower has broken and should be in by the end of the week.
2. The Gingery Mausoleum was discussed.
3. Foundation orders will be given to Tom for the spring pour.
4. Zach Davies inquired about catching some of the fish in the ponds and relocating to the reservoir. The board indicated that they will stand by the no fishing rule.
5. Warren's (the house at the entrance off Van Tassel) was discussed.

Bills were approved for: Mid-Wood
 Amend's
 Jim Palmer Excavating
 Home Depot

Burials: Ronald Merrill

Next Meeting: June 2, 2022



Jodie J Domer, Clerk



Cindy Lewis, Chairperson

June 2, 2022

The cemetery trustees met in Village Hall, Cindy Lewis called the meeting to order at 6:00 pm.

Roll Call: Cindy Lewis, Shelen Stevens, Dawn Blandy, sexton Tom Patton, clerk Jodie Domer, council members Dean Babcock & Craig Warner present.

Minutes from the May 3, 2022 meeting were approved as read.

Old Business:

1. The Gingery Mausoleum was discussed. After much research by Shelen, it was determined that there is no remaining off spring of the Gingery's that are in the Mausoleum.
2. The Warren property next to the entrance of the cemetery was discussed. It was indicated that the township is pursuing the situation.

New Business:

1. Tom would like to retire from his position as sexton as soon as we are able to find someone to take his position.
2. It has been determined that when deeds are prepared they need to be signed by one of the board members, or the board can designate someone else to sign the deeds on their behalf. Shelen made motion to designate Jodie Domer to sign the deeds, Dawn second the motion, all in favor. Motion passed.
3. The Village's new pay resolution was presented and discussed, which includes annual pay raises for the Village employees. Shelen made motion to continue with our current pay schedule with no changes, Dawn second the motion, all in favor. Motion passed.
4. Tom indicated that he needs extra help of approximately 15 hours per week from Gary. Gary isn't able to devote that much time as he's busy with Village work. Tom will speak with him and if he's unable, we will need to look at filling the position with someone else that is able to put in the time.
5. Foundations have been poured.

Bills were approved for: Village of Weston (reimburse)
 Amend's
 Mid Wood Inc
 Jim Palmer excavating

Burials: June Voss
 Arlene Chapman

Next Meeting: July 7, 2022



Jodie J Domer, Clerk



Cindy Lewis, Chairperson

July 7, 2022

The cemetery trustees met in Village Hall, Cindy Lewis called the meeting to order at 6:00 pm.

Roll Call: Cindy Lewis, Shelen Stevens, sexton Tom Patton, clerk Jodie Domer, mayor Jeremy Schroeder, council members Dean Babcock & Craig Warner present. Shelen made motion to excuse Dawn's absence, Cindy second the motion, all in favor. Motion passed.

Minutes from the June 2, 2022 meeting were approved with changes.

Old Business:

1. The Gingery Mausoleum was again discussed to determine the options.

New Business:

1. Gary Betz resigned from his position.
2. Tom indicated that bad fill dirt has been authorized by Gary to be dumped at the cemetery. Tom will let him know that they need to check with him before dumping any fill dirt of any kind.
3. The potential grant application was discussed which has a deadline of August 1, 2022. This could possibly help with the Gingery Mausoleum situation. After much discussion, it was determined to table since there is such a short deadline and pursue for next year as it is any annual grant.
4. Jodie announced that Palmer's have increased their opening/closing costs from \$200 to \$250.
5. Tom indicated that there was a large limb from a tree in Westfield that came down, splitting the tree. The tree is very unstable.
6. Tom's position was discussed – Jodie suggested possibly splitting the position into a working/management position and a mowing/weed eating position. We have someone willing to take the working/management position and would need to post the other position if it is determined to go this route.
7. It was determined that a special meeting will be needed to discuss the sexton position to be held on Thursday, July 14, 2022 @ 5:00 pm, in the Village Hall.

Bills were approved for: Ag Pro Companies
 Jim Palmer Excavating Inc
 Home Depot
 Palmer Brothers Concrete
 McKenzie's – Trust Account

Burials: Gary Book
 Robert Dauterman

Next Meeting: July 14, 2022



Jodie J Domer, Clerk



Cindy Lewis, Chairperson

July 14, 2022

The cemetery trustees met in Village Hall, Cindy Lewis called the special meeting to order at 5:00 pm.

Roll Call: Cindy Lewis, Shelen Stevens, Dawn Blandy, sexton Tom Patton, clerk Jodie Domer, mayor Jeremy Schroeder, council member Craig Warner & guest Ron Dallas present.

Guest Ron Dallas was in attendance concerning the sexton position. Had many questions concerning the budget, how to increase the budget/funding, what the sexton position consists of.


The board proceeded to the discussion concerning the split of the sexton position into a working/management position and a mowing/weed eating position. Shelen made motion to split the positions, Dawn second the motion, all in favor. Motion passed.

Jodie will work with the Village Fiscal Officer to prepare job descriptions for each position.

It was determined that the pay for these positions should not exceed the current amount budgeted for the existing sexton position. \$8,000.00 would be budgeted for the working/management position and \$16.00/hour not to exceed 800 hours per year for the mowing/weed eating position.

There being no further discussion, the meeting was adjourned.

Next Meeting: August 4, 2022


Jodie J Domer, Clerk


Cindy Lewis, Chairperson

August 4, 2022

The cemetery trustees met in Village Hall, Cindy Lewis called the meeting to order at 6:00 pm.

Roll Call: Cindy Lewis, Shelen Stevens, Dawn Blandy, sexton Tom Patton, clerk Jodie Domer, council members Dean Babcock & Craig Warner present.

Minutes from the July 7, 2022 regular meeting and the July 17, 2022 special meeting were approved as read.

Old Business:

1. None

New Business:

1. Tom indicated that the brick wall in section A has been hit again.
2. Tom will be painting the exterior door trim on the tool shed.
3. Job descriptions for the 2 new positions were reviewed. Shelen made motion to approve as written, Dawn second the motion. All in favor. Motion passed.
4. The 2 applications that have been received were reviewed. Jodie will set up interviews with the 2 applicants on 8/9/2022 @ 5:30 pm and 6:00 pm. A special meeting will follow at 6:30 pm to determine the recommendation to be presented to council at their next meeting.

There being no further business, the meeting was adjourned.

Bills were approved for: Amazon (mower blades)

Burials: Tom Hillier
Joyce Stearns

Next Regular Meeting: September 1, 2022



Jodie J Domer, Clerk



Cindy Lewis, Chairperson


August 9, 2022

The cemetery trustees met in Village Hall, Cindy Lewis called the special meeting to order at 6:30 pm.

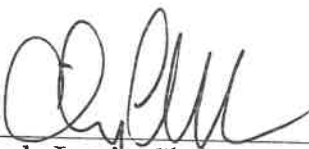
Roll Call: Cindy Lewis, Shelen Stevens, Dawn Blandy, sexton Tom Patton, clerk Jodie Domer, council member Craig Warner present.

After much discussion concerning the interviewees and the recommendation to be made to council, Dawn made motion to recommend Ken Taylor for the new position, Cindy second the motion. Cindy & Dawn were in favor of the motion, Shelen was opposed. Motion passed.

Meeting was adjourned.



Jodie J Domer, Clerk



Cindy Lewis, Chairperson

September 1, 2022

The cemetery trustees met in Village Hall, Cindy Lewis called the meeting to order at 6:00 pm.

Roll Call: Cindy Lewis, Dawn Blandy, sexton Tom Patton, clerk Jodie Domer, council member Craig Warner present. Dawn made motion to excuse Shelen Stevens' absence, Cindy second the motion. All in favor, motion passed.

Minutes from the August 4, 2022 regular meeting and the August 9, 2022 special meeting were approved as read.

Old Business:

1. The ordinance for the new part-time position for cemetery maintenance was not passed at the recent council meeting as an emergency. They will try again at the September 6, 2022 council meeting. Regardless, this past meeting constitutes the first of three readings to pass as a regular ordinance.

New Business:

1. Tom indicated that there has been a problem with people pulling off the drive at the edge of A Extension and with the way the graves are placed, run the risk of driving over graves. Tom suggested having a couple of loads of stone and/or grindings to extend the drive to Euler Road. He suggested opening the gate and have this as an additional entry/exit. Hopefully, this will help alleviate the problem.

Bills were approved for: Home Depot
 Mid-Wood
 Jim Palmer Excavating

Burials: Esmaralda Castorena
 Norm Murphy
 Doug Spoerl
 Marilyn Henry
 Paul McKinney

Next Regular Meeting: October 6, 2022


Jodie J Domer, Clerk


Cindy Lewis, Chairperson

October 6, 2022

The cemetery trustees met in Village Hall, Cindy Lewis called the meeting to order at 6:00 pm.

Roll Call: Cindy Lewis, Dawn Blandy, Shelen Stevens, sexton Tom Patton, clerk Jodie Domer, council members Craig Warner & Dean Babcock present.

Minutes from the September 1, 2022 regular meeting were approved as read.

Old Business:

1. Jodie presented Ken Taylor's resignation which he indicated is due to being unable to operate the equipment efficiently. After much discussion, Shelen made motion to offer the position to Benjamin Torres, the additional applicant/interviewee for the position, Dawn second the motion, all in favor. Motion passed. It was also determined that if Ben doesn't accept the position, there will be an interview scheduled with a recent applicant for the position. That interview will be held on October 11, 2022 at 5:30 pm with a special meeting scheduled for 6:00 pm to discuss the position.
2. Tom was able to have grindings delivered to spread on the drive at the north end of A Extension toward Euler Road. He will need to spread the grindings as time allows.
3. The Williams monument in Platt A has completely fallen. Tom will form and pour approximately 6"-8" during fall foundation pour, to be able to reset the monument.
4. Tom indicated that the south garage door on the shop is rotted and he is unable to paint. Since the door isn't actually used, he would like to purchase sheeting and lumber to frame and sheet over the door and paint. Shelen made motion to proceed, Dawn second the motion, all in favor. Motion passed.

New Business:

1. Fall foundation orders have been given to Tom.
2. The 2023 budget was reviewed. If there will be enough carry-over, the board would like to add \$2,000-\$3,000 to the line item "Repairs & Maintenance, Buildings & Land" to possibly, if there are no unforeseen issues, do some drive sealing, or, step renovation. Jodie will speak with Stephanie.

Bills were approved for: Home Depot
Mid-Wood
Jim Palmer Excavating
Amend's
Weston Marathon

Burials: James Pauff

Next Regular Meeting: November 3, 2022


Jodie J Domer, Clerk


Cindy Lewis, Chairperson

November 3, 2022

The cemetery trustees met in Village Hall, Cindy Lewis called the meeting to order at 6:00 pm.

Roll Call: Cindy Lewis, Shelen Stevens, Dawn Blandy, clerk Jodie Domer, council member Craig Warner present.

Minutes from the October 6, 2022 regular meeting were approved as read.

Old Business:

1. Benjamin Torres accepted the part time/seasonal maintenance position and will need to finalize the background check and complete the new employee documents before beginning work.
2. The grindings for the extended drive have been delivered and spread.
3. Foundations are poured and ready to go.
4. The shop door construction/repair is underway.
5. The 2023 budget was discussed. The board would like Jodie to request reports and have ready for the next meeting.

New Business:

1. Tom is highly considering retiring at the beginning of the year. The board will discuss at the next meeting.
2. There was again much discussion concerning the scanning of deeds so the scanned images can be stored at the council building. Jodie has the opportunity to receive a used scanner from the Wood County Clerk of Courts office free of charge. Once the scanner is received and installed, the deeds will be scanned in PDF format and placed on a thumb drive to be stored at the council building and eventually microfilmed for off sight storage.
3. The board asked that Jodie request the records retention schedule for the cemetery records to review at the next meeting.

Bills were approved for: Home Depot

Burials: None

Next Regular Meeting: December 1, 2022


Jodie J Domer, Clerk


Cindy Lewis, Chairperson

December 1, 2022

The cemetery trustees met in Village Hall, Cindy Lewis called the meeting to order at 6:00 pm.

Roll Call: Cindy Lewis, Shelen Stevens, Dawn Blandy, sexton Tom Patton, clerk Jodie Domer, council members Craig Warner & Dean Babcock present.

Minutes from the November 3, 2022 meeting were approved as read.

Old Business:

1. Benjamin Torres has all paperwork complete and is ready to start working. Although there won't be much for him to do until spring.
2. The Records Retention Schedule was reviewed and discussed.
3. The scanner has been received and is ready to be set up.
4. The 2023 budget was again discussed. The board asked that Jodie check with the fiscal officer again about adding \$2,000-\$3,000 to the final appropriations of the Repairs & Maintenance of Buildings and Maintenance line item.
5. Tom indicated that he is looking at March 31, 2023 as his tentative retirement date.

New Business:

1. The drive between A and A Extension was discussed. One of the options mentioned was grinding and replacing with the grindings.
2. The cemetery grant was mentioned and Jodie indicated that she has it on her calendar to begin processing the application in the spring.

Bills were approved for: Home Depot

Burials: None

Next Regular Meeting: January 5, 2023



Jodie J Domer, Clerk



Cindy Lewis, Chairperson