

Richfield Village Cemetery Board

Minutes of the Regular Meeting Feb. 23, 2021

Called to order at 6:30.

Roll Call: Paul Swan, Jeff Stoppenhagen, Pat Healey, Penny Rzonka, Stephanie Landry and Jeff Ferrera.

Guests: Mayor Mike Wheeler, Service Director Chris Papp, Cheryl Jackson

Approval of Minutes

January 28, 2021 - Approved unanimously.

Rules Discussion

945.01 After the death of a plot owner, heirs shall file with the Service Department proof of their right to continue ownership. Ferrera asked about the fact that an owner can give a plot but cannot sell it. What if the recipient is not a Richfield resident? Healey said that is covered by the residency requirement.

945.02 Landry asked where the lot ownership records are recorded? Papp said the village has a copy and so does the owner. Healey asked about digital backups. Jackson said the records are scanned to the village software.

945.03 Ferrera checked on the size of cremation graves (3x5 feet). Wheeler said the pricing should be referred to the current village ordinance. Ferrera asked if the columbarium niche would be a different price than the mausoleum niche. Papp said that can be added after we know the price of the columbarium. The board will ask Law Director Cortes about grandfathering the requirement that a casket could go in first with two urns on top of it. Language may be removed about graves for monuments being allowed to be raised markers.

945.04 Ferrera said the language about columbarium flower holders could be removed. Landry said trees and shrubs on a burial space could be amend as "on or over a burial space." Discussion about annuals being on a certain side could be changed to "the burial side."

945.05 Papp said he did not want Service Department employees accepting money at graveside. Language could state that funds are payable "by certified funds, not cash," removing "at the time of interment." Swan said a section clarifying "additional fees" should include late burials, Saturday burials and exhumations. Ferrara said the language should state concrete "or metal" vaults.

946.06 Ferrera said the language stating that the Service Director could be superseded by a court order. Papp said it would be difficult to complete the process in two days, but Ferrera said a court order would not have a time limit. Cortes could review which individuals can request an exhumation.

945.07 Language can be removed stating that if six graves are purchased, a monument cannot exceed eight feet. Language can be added allowing a foot marker for a veteran if a headstone exists. Foundation payment is made to the village, not the service director.

945.10 Service Department information has been moved here. Papp said he would review language about boundary lines and markers to avoid conflicts. He also wanted to add "size and inscription" to the Service Director's approval of headstones.

Ferrera moved to invite Gravers and Ward to the next meeting to introduce themselves. Stoppenhagen seconded. YAY: Stoppenhagen, Ferrera, Swan, Landy and Rzonka. NAY: Healey.

Swan adjourned the meeting.

Respectfully submitted,

Jeff Gorman

Cemetery Board Secretary