

FALLEN TIMBERS UNION CEMETERY DISTRICT

Board of Trustees Meeting

Monday – January 14th, 2019

6:00 P.M.

*City Council Chamber
Waterville Municipal Building, 25 N. Second St.,
Waterville, Ohio*

Meeting Agenda

- I. **Call to Order**
 - A. Pledge of Allegiance
- II. **Roll Call**
- III. **Elect Chair and Vice-Chair**
- IV. **Set Date of Regular Monthly Cemetery Board of Trustees Meetings**
- V. **Discussion of Next Steps Needed to Begin Operations as a Union Cemetery**
 - A. Actions to Date
 1. Federal Employer Identification Number
 2. Contact with Lucas County Auditor's Office
 3. Contact with State Auditor's Office
 - B. Actions Needed by Cemetery Board of Trustees:
 1. Contract with Waterville Township for Personnel Services
 2. Contracts for \$50,000 Advances
 - a. City of Waterville
 - b. Village of Whitehouse
 3. Contracts for Backhoe Services
 - a. City of Waterville
 - b. Village of Whitehouse
 4. Transfer of Real Estate to District
 - a. City of Waterville
 - b. Village of Whitehouse
 - c. Waterville Township
 5. Lease with Waterville Township for Township Hall & Space in Wakeman Cemetery Building
 6. Designation of Clerk-Treasurer (ORC 759.36 (D))

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7. Signatories Necessary
 - a. Contracts
 - b. Deeds
8. Open Bank Account(s)
 - a. Determine Signatories
9. Transfer of Township Cemetery Fund Balance to District
10. Contract for Insurance
11. Develop Final 2019 Appropriations
12. Prepare 2020 Appropriations for Adoption at May 13, 2019 Joint Meeting

VI. Other Business

VII. Adjournment (Not Later Than 7:30 PM)

Prepared by:
James M. Bagdonas
City of Waterville