



CITY COUNCIL
SPECIAL MEETING AGENDA
September 8, 2025 @ 6:00pm Heritage Hall in Smith Park

1. Call to Order: Mayor Bill Cook
2. Roll Call: Clerk of Council
3. Invocation:
4. Pledge of Allegiance:
5. Action on Minutes: None
6. Communications:
7. City Manager Report:
8. Committee Reports:
9. Comments from Members of the Public: *Comments limited to 5 minutes or less

10. RESOLUTIONS: None

11. ORDINANCES: None

12. OTHER BUSINESS:

- Additional City Business:
 - Columbarium
 - Discuss Rules and Pricing
 - Social Service Commission Interviews
 - 6:30 PM - Michael Barclay
 - 6:45 PM - Raymond Elam
 - City Parks
 - Nature Forest
 - Dog Park
 - Open for Discussion on City Related Business

13. Executive Session: To Discuss the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

14. Return to Regular Session:


15. Adjournment



Proposal for New Carlisle Cemetery Columbarium




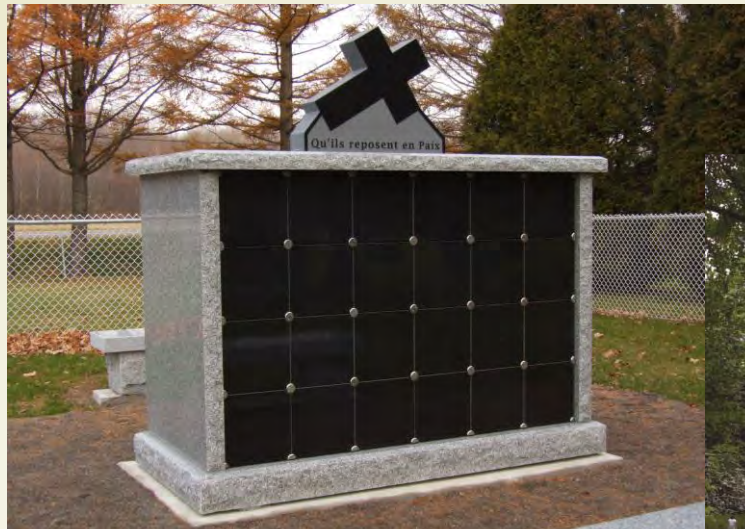
Concept for Columbarium

- ▶ Requirements
 - ▶ Provide Cemetery optimal ROI
 - ▶ Double sided, single depth niches
 - ▶ Domestic and Overseas options
- 



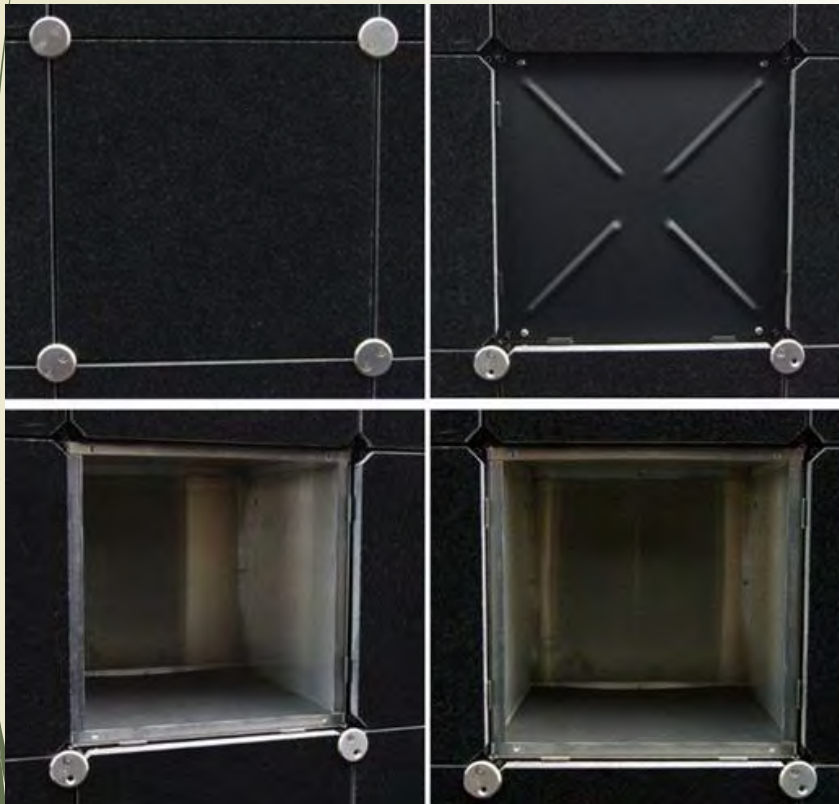
Why Work With Dodds Memorials

- ▶ 160 Years in business
 - ▶ Southwest Ohio's only Rock of Ages Authorized Dealer
 - ▶ Setting and Handling Expertise to Maintain Manufacturing Warranty
 - ▶ A Reputation Built on Trust and Reliability
- 



Rock of Ages Columbaria

SPECIAL FEATURES CHART



Rock of Ages Columbaria Features

SPECIAL FEATURES	ROCK OF AGES SIGNATURE	ROCK OF AGES	ROCK OF AGES	UNBRANDED
Warranted grade of granite	Best ★★★★★	Best ★★★★★	Better ★★★★★	Good ★★★★★
Written warranty	Yes	Yes	Yes	No
Warranty length	Perpetual	Perpetual	Perpetual	N/A
Purchaser, heirs and assignees covered by warranty	Yes	Yes	Yes	No
Warranted for workmanship (full replacement)	Yes	Yes	Yes	No
Warranted against cracks (full replacement)	Yes	Yes	Yes	No
Warranted against discoloration (full replacement)	Yes	Yes	No	No
Cemetery covered by warranty	Yes	Yes	No	No
Protected by Perpetual Trust at Wilmington Trust Company	Yes	Yes	Yes	No
Polishing	Double-polished by hand using tin-oxide, felt buffer	Traditional	Traditional	Traditional
Lettering	Signature 4-step deep cut lettering	Rock of Ages uses deep-cut deluxe double process lettering unless otherwise specified		
Carving	Sculpture-carved by master craftsman at Rock of Ages Craftsman Center	Deluxe double process shape carving unless otherwise specified		Flat carving unless otherwise specified
Final hand tooling by master craftsman	Yes	No	No	No
Signed/numbered/registered memorial artwork	Yes	No	No	No



Features Included

Structure

- ▶ Solid Granite Exterior Structure
- ▶ **Durability and Security**

Each aluminum single niche door guarantees each family respectful privacy and gives support to the outer granite door to reduce breakage due to vandalism. Our design provides a secure yet easy-to-use system appropriate for all weather conditions.

- ▶ Niche Size 12" X 12" X 14"

Warranty

- ▶ Perpetual Round Seal on Granite
- ▶ Professionally Installed



We hereby certify that your
Rock of Ages Memorial is made
of the highest quality granite quarried
by Rock of Ages Corporation
from its quarries, or purchased
from other quarriers, and specifically
selected by Rock of Ages Corporation
for its outstanding natural color
and uniform grain. No artificial
or temporary coloring agent
or finishing material has been used
by Rock of Ages Corporation
in the fabrication of your Memorial.

We further certify that your
Rock of Ages Memorial has been
manufactured, inspected and approved
under the strictest quality standards
in the memorial industry and
is free from defects in material
or craftsmanship performed
by Rock of Ages Corporation.

Full Perpetual Warranty

ROCK OF AGES CORPORATION, BARRE, VERMONT

ROCK OF AGES CORPORATION WILL REPAIR OR REPLACE, AT ITS OPTION AND WITHOUT CHARGE, ANY GRANITE PORTION OF YOUR ROCK OF AGES MEMORIAL SHOULD THAT PORTION CRACK, CHIP, DISCOLOR OR PROVE DEFECTIVE IN ANY WAY ATTRIBUTABLE TO THE GRANITE OR CRAFTSMANSHIP OF ROCK OF AGES CORPORATION AND VERIFIABLE BY OUR FIELD INSPECTORS.

Such repair or replacement and related costs, including material, labor, shipping and installation, will be borne by Rock of Ages Corporation and/or its Authorized Retailers. This warranty in no way authorizes the party seeking warranty coverage to incur any expense toward replacement or related costs without prior written consent from Rock of Ages Corporation. In the event of a defect in the warranted memorial, a claim must be made in writing and mailed to Customer Service Department, Rock of Ages Corporation, 560 Graniteville Road, Graniteville, Vermont 05654.

Rock of Ages Corporation further warrants that any replacement will be of the highest quality granite then quarried by Rock of Ages Corporation from its quarries or purchased from others and will be specifically selected by Rock of Ages Corporation for its natural color and uniform grain to match as closely as possible the granite memorial being replaced.

Rock of Ages Corporation is not responsible under any circumstances for any damage to or staining of the memorial resulting from acts or omissions of any kind other than acts or omissions of Rock of Ages Corporation covered by this warranty. Without limiting the generality of the foregoing, Rock of Ages Corporation is not responsible for maintenance, cleaning accumulated dirt or other material coming in contact with the memorial or their effects, vandalism, theft, war, flood or other acts of God, environmental or atmospheric conditions, or the act or omission of any party including the original purchaser, the purchaser's heirs or assignees, or the cemetery where the Rock of Ages memorial has been placed.

This full warranty extends to the original purchaser, the purchaser's heirs or assignees, and the cemetery where the memorial is erected. This warranty is valid in perpetuity and becomes effective upon the date when the terms and conditions of the purchase agreement have been met between the purchaser and the Authorized Rock of Ages Retailer. This warranty gives you specific legal rights and you may also have other rights which vary from state to state.



AS VISUAL EVIDENCE OF THIS WARRANTY, THIS ROCK OF AGES TRADEMARK SEAL HAS BEEN ETCHED INTO THE MEMORIAL. ONLY MEMORIALS BEARING THIS SEAL ARE GENUINE ROCK OF AGES MEMORIALS.

This Trademark Seal is protected under U.S. Registration Nos. 95,516; 284,826 and 286,033. Rock of Ages Corporation disclaims any and all responsibility for any memorial not bearing this genuine Trademark Seal applied by Rock of Ages Corporation or for any certificates, guarantees or warranties which are not signed by the President of Rock of Ages Corporation.

This warranty does not include vases of any material, etchings, lithochrome paint and/or gold/silver leaf in letters or carvings, or any types of artificially affixed objects, not limited to porcelain photos, granite inserts, bronze, etc.

This warranty is backed by the Rock of Ages Warranty Trust, an independent Trust funded by Rock of Ages Corporation and administered by an Independent Trustee. Only in the unlikely event that Rock of Ages Corporation ceases to exist (in which event Rock of Ages Corporation, as used herein, shall be deemed to mean the Rock of Ages Warranty Trust), a claim must be made in writing to the Rock of Ages Warranty Trust, Wilmington Trust Company, Rodney Square North, 1100 North Market Street, Wilmington, DE 19890-0001, Attn: Claims.

PRESIDENT,
ROCK OF AGES CORPORATION

Rock of Ages Columbarium Pricing and ROI

Rock of Ages Round Seal, Full Perpetual Warranty Columbaria	80 niche 2 sided Blue Gray/Black doors	60 niche 2 sided Blue Gray/black doors	48 niche 2 sided Blue Gray/Black doors	24 niche 2 sided Blue Gray/black doors
Columbarium Investment	\$ 59,810.00	\$ 55,410.00	\$ 49,660.00	\$ 26,520.00
Suggested Niche Price	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
Opening/Closing	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Niche Breakeven	17.09	15.83	14.19	7.58
Total Gross Profit	\$ 220,190.00	\$ 154,590.00	\$ 118,340.00	\$ 57,480.00



A. 24 Niche Flat Top



B. 48 Niche Flat Top



C. 60 Niche Flat Top



D. 72 Niche Flat Top

China Granite Columbaria





Features Included

Structure

- ▶ Solid Granite Structure
- ▶ Front Niche Door with no False Door
- ▶ Niche size roughly 12" x 12" x 12"

Warranty

- ▶ Standard on Granite
- ▶ Professionally Installed

China Granite Columbarium Pricing and ROI

Overseas Limited Warranty Columbaria	72 niche two sided China Gray/blk Doors	60 niche 2 sided China Gray/Blk doors	48 niche 2 sided China Gray/Blk doors	24 niche one sided China Gray/Blk doors
Columbarium Investment	\$ 30,070.00	\$ 26,290.00	\$ 24,030.00	\$ 19,370.00
Suggested Niche Price	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
Opening/Closing	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Niche Breakeven	10.02	8.76	8.01	6.46
Total Gross Profit	\$ 185,930.00	\$ 153,710.00	\$ 119,970.00	\$ 52,630.00

Full Pricing Comparison

Overseas Limited Warranty Columbaria	72 niche two sided China Gray/blk Doors	60 niche 2 sided China Gray/Blk doors	48 niche 2 sided China Gray/Blk doors	24 niche one sided China Gray/Blk doors
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Benchmark Snapshot (Ohio peers – typical ranges)

- Single niche (resident): \$2,000–\$2,500.
- Single niche (non-resident): \$2,500–\$3,000
- Double/companion niche: \$3,500–\$3,700
- Inturnment/open-close fee: \$350–\$550 (wknd/holiday surcharge often applies)
- Inscription/faceplate engraving: \$200–\$500 (by City-approved vendor)
- Disinturnment/transfer: \$300–\$600

Notes: Many cities offer resident discounts, limit décor, and standardize engraving to keep a uniform look.

Key Policy Decisions (for Council vote)

1. Eligibility & Priority
 - Offer to any purchaser, with resident discount (recommended) and resident-only presale for first 60 days.
2. Capacity
 - Max two urns per niche (must fit size specification; human cremated remains only).
3. Pricing model
 - Tiered by panel/height (premium for eye-level), or flat price.
 - Separate fees for inurnment, inscription, disinturnment, replacement faceplate.
4. Aesthetics & Décor
 - City-approved standard inscription (font/emblem rules).
 - No external décor (tape, plaques, vases) on the structure; seasonal flowers allowed at ground beds per cemetery rules.
5. Scheduling & Staffing
 - Inurnments Mon–Fri during business hours by appointment; surcharge for weekends/holidays.
6. Transfers & Refunds
 - Allow inter-family transfers (admin fee).
 - Buy-back at original price minus 15% admin if unused.

Proposed Fee Schedule (Draft)

Niche Purchase (per niche)

- Resident: \$1,800 (Tier A premium panels: \$2,000)
- Non-resident: \$2,300 (Tier A premium panels: \$2,500)
- Companion upgrade (two urns in one niche): Included if within size limits

Service Fees

- Inturnment (open/close): \$450 current is 350
 - Weekend/Holiday surcharge: +\$200 current 100 more holiday and Sunday 200 more
- Inscription (standard 2 names + dates, one emblem): \$375
 - Additional emblem or line: \$75
- Disinturnment/Transfer (admin + labor): \$500
- Replacement faceplate (damage/re-engrave): Cost + \$150 admin

Administrative

- Buy-back (unused niche only): Original price – 15% admin?

Common Rules & Practices

- **Capacity:** Max **two urns per niche** is the norm. [City of Willoughby, Ohio](#)[American Legal Publishing](#)[City of Mentor, Ohio](#)
- **Container/contents:** **Human cremated remains only**; urns must fit stated niche capacity. [American Legal Publishing+1](#)
- **Faceplate/engraving:** City-specified engraver; no drilling/attachments; military emblems sometimes allowed via city contractor. [marysvilleohio.org](#)
- **Decorations:** Frequently **not permitted** on or around columbarium; some cities standardize bud vases or forbid all décor. [American Legal Publishing](#)[Troy, Ohio](#)
- **Opening/closing & timing:** Separate **inurnment (open/close) fees** or included in purchase; higher charges for weekends/after hours. [Hudson Official Website](#)[Troy, Ohio](#)
- **Resident preference/discounts:** Many offer **resident discounts** or restrict new sales to residents/past residents. [Beavercreek, OH](#)[copley.oh.us](#)
- **State law backdrop:** Opening/closing of a niche requires cemetery permission per **Ohio R.C. 1721**. [Ohio Laws+1](#)

Menu of Policy Options for New Carlisle (pick & tailor)

1. Pricing & tiers
 - Single niche (resident / non-resident)
 - Double niche
 - Optional tiered pricing by location (eye-level, center panels premium). [Beavercreek, OH](#)
2. Fees
 - Inturnment (open/close); weekend/holiday surcharge. [Hudson Official Website](#)
 - Disinturnment/transfer & inscription fees set by schedule. [Hudson Official Website](#)
3. Use rules (concise)
 - Max two urns; approved urn sizes; human remains only. [City of Willoughby, OhioAmerican Legal Publishing](#)
 - City-approved engraver; no attachments/decorations on faceplates. [marysvilleohio.orgAmerican Legal Publishing](#)
 - Flowers/decor policy consistent with broader cemetery rules. [Troy, Ohio](#)
4. Eligibility & discounts
 - Resident discount or resident-only presales for initial phase. [Beavercreek, OHcityofgreen.org](#)
5. Administration
 - Written permit required for inurnment per R.C. 1721; staff handles scheduling



Appendix A

BOARD OR COMMISSION MEMBERSHIP APPLICATION

To serve, you must be a registered voter and a citizen of the City of New Carlisle.

Name: Michael Barclay Date: 8/4/25

Home Address: _____

Phone: _____ Email: _____

Board or Commission of interest: Social Service Commission

Why do you wish to serve on this Board or Commission?

Thank you for considering my application for this commission. I am excited to be applying to help neighbors help neighbors.

The need for a team of motivated and competent individuals to address the temporal and spiritual needs of those in crisis living in New Carlisle has been made clear by our first responders and city manager.

I wish to serve on this team to offer my time and experience to those neighbors of mine that are most in need. Drawing on my experience as an international missionary and owner-operator of a home remodeling and renovation company I will compassionately and systematically alleviate and demonstrate the value in all of the pain and suffering I encounter.

If selected I will be a catalysing agent to synergize the efforts existing within New Carlisle so that the team can quickly begin to make lasting change for the citizens we meet.

Ultimately I wish to join the team to help those who we serve to understand that especially in their profound suffering they can draw out deep meaning and see growth in their life. "You did it to me."
-Matthew 25

Please do not hesitate to reach out for any clarification or further questions.

Peace,
Michael Barclay

Please return this application to the City Building, located at 331 S. Church St., or submit online to general@newcarlisleohio.gov



**BOARD OR COMMISSION
MEMBERSHIP
APPLICATION**

To serve, you must be a registered voter and a citizen of the City of New Carlisle.

Name: Raymond Lewis Elgin, Jr. Date: 7/29/2025

Home Address: [REDACTED]

Phone: [REDACTED]

Email: [REDACTED]

Board or Commission of interest: Strategic Social Services Commission

Why do you wish to serve on this Board or Commission?

I have been a citizen of New Carlisle for nearly 3 years and I have been a part of the Bethel Township community when I attended Tecumseh Local Schools. I am a social work student with a background in substance use counseling as well as case management. I graduated from Clark State College with an associates in Social Services and just recently graduated from the University of Cincinnati with a bachelor's in Social work. I have the ideas, skills and knowledge to bring our city desperately needed resources and can bring great insight to our leaders.

Please return this application to the City Building, located at 331 S. Church St., or submit online to general@newcarlisleohio.gov