

Jay County Indiana Cemetery Commission
President: Paul Pinkerton
Vice President: Rick Hambrock
Secretary/Treasurer: Kenny Bosworth
Additional members: Gordon Kesler & Roy Leverich
Clerical Secretary: Kathy Selman

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Annual Report to Indiana Historical Bureau

This fourth annual report is for the calendar year 2004. It was prepared by the Jay County Cemetery Commission's 2004 Clerical Secretary, in compliance with IC 23-14-67-3.5. This report is being sent to the Indiana Historical Bureau, (Attn: Pamela Bennett), 140 North Senate Avenue, Indianapolis, Indiana 46204-2296. Our failure to comply with the 1 March deadline is due to a still developing agenda for 2005, the particulars, which are noted as of 22 March, in the last paragraph of this report. This report will also be presented to the Jay County Commission and the Jay County Council as required by IC 23-14-67-4.

This Cemetery Commission, at the direction of the Jay County Commissioners, was formed on Thursday 22 March 2001.

This paragraph begins coverage of the 2004 calendar year. Contents of this paragraph comply with subparagraph (6), items (1), (2) & (3) of the IC identified in the second sentence of this report. Officers of this five (5) member Commission, as displayed in the above letterhead, were nominated and voted for during our first meeting of the year held Tuesday 12 January 2004. These positions are for one year. Nine public and no private meetings were conducted during the calendar year 2004, all convening in the Jay County Genealogy Office, 109 South Commerce Street, Portland, Indiana. All meetings were announced in the local newspaper, The Commercial Review, which is published at 309 West Main Street in Portland, Indiana. All meetings were conducted by President Paul Pinkerton.

Our annual budget for 2004 was \$36,000.00. Expenditures were as follows:

1: \$24,900.00 paid to Mark Davis of Stone Saver Cemetery Restorations of Hartford City, Indiana for completed work on Bloomfield Cemetery, Bearcreek Township.

2: \$4,900.00 paid to Matt Campbell of Cemetery Restoration Professionals of Connersville, Indiana for completed work on Union/Rupel Cemetery, Jackson Township.

3: \$1,200.00 paid to Rick Gabbard of Gabbard Fence of Winchester, Indiana for completed work on fence construction at Bridgeford Cemetery, Richland Township.

4: \$386.88 travel pay to Cemetery Commission members.

5: \$98.97 pay to clerical secretary.

Total expenditures: \$31, 485.85

Funds remaining: \$4514.15 (This amount does not carry over to next year).

All members of this Cemetery Commission donate their time except for Kathy Selman, Clerical Secretary who is paid, see Clerical in budget.

This paragraph depicts the Cemetery Commission's proposed activities for the year 2005 in accordance with subparagraph (6), item (4) of the IC identified in the second

sentence of this report. Solicitations for bid letters were sent to cemetery restorations professionals targeting the following seven (7) cemeteries: Stevenson Cemetery, Wabash Township, Lotz Cemetery, Madison Township, Morehouse Cemetery, Noble Township, Zoar Cemetery, Pike Township, Hillside/Quaker Cemetery, Penn Township, Reed Cemetery, Wayne Township and North Salem Cemetery, Madison Township. They have until 1 May 2005 to respond. Our objective is the restoration of as many of the above the budget will allow. Our budget for 2005 is \$40,000.00.

As noted in the third paragraph, the letterhead shows members and positions for 2004. Elections for 2005 were held 22 March 2005 with the results as follows:

President: Paul Pinkerton

Vice-President: Gordon Kesler

Secretary/Treasurer: Rick Hambrock

Additional Members: Roy Leverich & Kenny Bosworth

Clerical Secretary: Kathy Selman

These positions are for one year, but are subject to change with the exception of the clerical position, which is paid out of the budget.

(Enclosures)

1: IC Codes 23-24-75.35 & 23-14-67-4

2: Last budget status for 2004

3: First budget status for 2005

4: Minutes of our ninth (and final) meeting of 2004.

Respectfully Submitted



Rick Hambrock
Secretary/Treasurer



Kathy Selman
Clerical Secretary

IC 23-14-67-3.5

Sec. 3.5. (a) Before March 1 of each year, a county cemetery commission shall file an annual report with the Indiana historical bureau established by IC 4-23-7-3.

(b) An annual report filed under this section must include information on the following:

- (1) The budget of the county cemetery commission for the preceding calendar year.
- (2) Expenditures made by the county cemetery commission during the preceding calendar year.
- (3) Activities of the county cemetery commission during the preceding calendar year.
- (4) Plans of the county cemetery commission for the calendar year during which the report is filed.

(c) The Indiana historical bureau shall make reports filed under this section available for public inspection under IC 5-14-3.

As added by P.L.2-1998, SEC.64.

IC 23-14-67-4

Sec. 4. A county cemetery commission established under this chapter shall:

- (1) present an annual plan and budget; and
- (2) make an annual report;

to the board of county commissioners and the county council for approval.

As added by P.L.52-1997, SEC.41.

Run date: 12/17/2004 @ 15:37
 Bus date: 12/23/2004

Jay County
 Departmental Budget Status

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 GLBUDST.L02 Page 39

0101-0544 GF\Jay County Cemetery Commiss

Fiscal year thru period ending 12/31/2004

Account # & Description	Year to Date Actual	Original Budget	Additional Budget Items	Total Budget	Over/Under Budget
01-412.030 Clerical	98.97	.00	800.00	800.00	701.03
02-421.010 Office Supplies	.00	1,000.00	.00	1,000.00	1,000.00
03-432.010 Travel/Mileage	386.88	3,000.00	(813.12)	2,186.88	1,800.00
03-433.020 Printing/Advertising	.00	2,000.00	(800.00)	1,200.00	1,200.00
03-435.010 Telephone	.00	1,000.00	(800.00)	200.00	200.00
03-439.450 Maintenance of Cemetery Stones	29,800.00	29,000.00	2,100.00	31,100.00	1,300.00
03 OTHER SERVICES & CHARGES	30,186.88	35,000.00	(313.12)	34,686.88	4,500.00
Total Expenditure	30,285.85	36,000.00	486.88	36,486.88	6,201.03

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Jay County
 Departmental Budget Status

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 GLBUDST.L02 Page 39

0101-0544 GF\Jay County Cemetery Commiss

Fiscal year thru period ending 01/31/2005

Account # & Description	Year to Date Actual	Original Budget	Additional Budget Items	Total Budget	Over/Under Budget
01-412.030 Clerical	.00	800.00	.00	800.00	800.00
02-421.010 Office Supplies	.00	1,000.00	.00	1,000.00	1,000.00
03-432.010 Travel/Mileage	296.36	3,000.00	296.36	3,296.36	3,000.00
03-433.020 Printing/Advertising	.00	2,000.00	.00	2,000.00	2,000.00
03-435.010 Telephone	.00	1,000.00	.00	1,000.00	1,000.00
03-439.450 Maintenance of Cemetery Stones	1,200.00	32,200.00	1,200.00	33,400.00	32,200.00
03 OTHER SERVICES & CHARGES	1,496.36	38,200.00	1,496.36	39,696.36	38,200.00
Total Expenditure	1,496.36	40,000.00	1,496.36	41,496.36	40,000.00

Jay County Indiana Cemetery Commission
President: Paul Pinkerton
Vice President: Rick Hambrock
Secretary/Treasurer: Kenny Bosworth
Additional members: Gordon Kesler & Roy Leverich

KATHY SELMAN
CLERICAL POSITION

SECRETARY'S REPORT

The thirty seventh Cemetery Commission meeting (and the 9th of the year 2004) was held at 4:30pm Tuesday 7 December 2004 in the Jay County, Indiana Genealogy Office, 109 South Commerce Street, Portland, Indiana. Absent from this meeting was Kenny Bosworth and Kathy Selman.

Copies of the Secretary's Report for Tuesday 26 October 2004 meeting were distributed to all those present and read allowed by member Roy Leverich. Additions or corrections were called for with none forthcoming. The minutes of this report will stand as printed and read.

Old Business: 1. Latest inspection of Bloomfield Cemetery (Bearcreek Township) and Union/Ruple Cemetery (Jackson Township) was conducted Tuesday 7 December 2004 by Roy Leverich. Bloomfield Cemetery appears complete except for nine round ornament stone tops which need attached. These tops lay next to their parent grave markers. Union/Ruple Cemetery also appears complete except for 17 small foot marker stones gathered around two trees. Some of these foot makers have faded letters and others are blank. Their disposition has not been decided.

New Business: 1. Mr. Rick Gabbard of Gabbard Fence 4798N 400E Winchester, Indiana was present at the start of this meeting. A contract was signed at this time by Rick Gabbard and all present Cemetery Commission members for construction of a fence around Bridgeford Cemetery (Richland Township). Contract is for \$1,200. Cemetery Commission President Paul Pinkerton retained original contract with copy received by Mr. Gabbard

2. Bloomfield and Union/Ruple Cemetery contracts have been paid in full. Mark Davis of Stone Saver Cemetery Restorations, 4798N 400E Hartford City, Indiana received \$24,900 while Matt Campbell of Cemetery Restoration Professionals, 4413 South Morris Road, Connersville, Indiana was paid \$4,900. These two cemeteries are now complete except for the discrepancies noted in Old Business above.

3. There was some concern regarding the continued membership of one of our members. His attendance at meetings has fallen off. The Cemetery Commission will discuss this with the member in question at his next presence for his input on this matter.

4. The Commission also wishes to discuss the clerical duties of our Clerical Assistant, which involve keeping the minutes and the Treasury Report. There appears to have been an oversight on submitting necessary documents to the Auditor's Office concerning the transfer of funds. This, along with other issues, will be discussed in the presence of the Clerical Assistant during a future meeting.

5. The subject of new/additional members was taken up and what steps are needed for implementation. Roy Leverich will meet with the Jay County Commissioners and seek guidance on this issue.

Next scheduled meeting will be at 4:30pm Tuesday 11 January 2005 in the location described in the opening sentence of these minutes.

Motion to adjourn made by Roy Leverich and seconded by Rick Hambrock. Meeting adjourned at 5:52pm.

Cemetery Commission Member

Roy L. Leverich

ADDITIONAL EVENTS SINCE THE ABOVE MEETING

Monday 13 December 2004. Roy Leverich met with the Jay County Commissioners in the Jay County Courthouse to discuss requirements for new/additional memberships for the Cemetery Commission. Names of new/additional members must be made known to the County Commissioners for discussion and approval/disapproval. At this time, no potential candidates have been submitted by the Cemetery Commission.

Monday 20 December 2004. Roy Leverich hand carried a memorandum to the Commercial Review Newspaper, 309 West Main Street, Portland, Indiana notifying them of our 11 January 2005 meeting.

Wednesday 29 December 2004. Janice Stucky of the Jay County Historical Society approached Roy Leverich concerning the identity of a cemetery located on the southwest corner of 900N & 400E. Janice also inquired about the location of Frank Boehm (Bearcreek or Wabash Township?) Cemetery. These issues will be discussed at our 11 January meeting.

Monday 3 January 2005. Roy Leverich inspected Bloomfield Cemetery. The six round ornament stone tops (first identified in Old Business above) have still not been attached to their parent markers.

Monday 10 January 2005. Roy Leverich met with the Jay County Commissioners in the Jay County Courthouse to verify the actual number of Cemetery Commission members needed to officially remain a legal commission. The Jay County attorney (Bradley Burkett) states five are required but we can remain "in business" with only three, but the County Commissioners should be notified if membership falls below five. Roy also inspected Bloomfield and Union/Ruple cemeteries. The six round tops at Bloomfield still remain unattached and the 17 foot stones at Union/Ruple continue to rest against the trees.

Tuesday 11 January 2005. Jay County Cemetery Commission President Paul Pinkerton notified Roy Leverich by phone around 10:45AM that our meeting scheduled for this evening has been cancelled. Paul will notify all other members and have it announced over the local radio (WPGW 1440AM & 100.9FM). Our next meeting will be decided at a later date.

Thursday 3 March 2005. Roy Leverich received an E-mail at (veteran@co.jay.in.us) from Mark Kreps (mjkreps@tmcsmail) desiring inputs on setting up a cemetery commission in Delaware County, Indiana. Mr. Kreps is a member of the Delaware County Historical Society, Pioneer Cemetery Preservation Committee. His U.S. mailing address is Mark Kreps 1611 North Tillotson Avenue Muncie, Indiana 47304.

Monday 7 March 2005. Roy Leverich met with the Jay County

Commissioners (2nd floor Jay County Courthouse) to inquire about transferring documents/records of the Jay County Cemetery Commission to individuals or organizations outside the Cemetery Commission membership. County attorney Bradley Burkett (also present) stated such documents/records were public documents there were no restrictions on their distribution.

Tuesday 8 March 2005. Roy Leverich mailed an info package to Mark Kreps (address shown in 3 March entry) to reveal pointers on setting up a cemetery commission.

Thursday 10 March 2005. Mark Kreps responded by E-mail to Roy Leverich stating he received the info package and was quite pleased with the contents.

Monday 14 March 2005. Paul Pinkerton in to see Roy Leverich. We discussed our need to get our yearly report sent to the Indiana Historical Bureau in Indianapolis, Indiana. We are also concerned about Kenny Bosworth's continued membership on the Cemetery Commission. These two topics will be on the table at our next meeting.

Also on this date, Paul informed Roy that some members of our commission are scheduled to meet with Randolph County, Indiana delegates in Winchester, Indiana at 3:pm Wednesday 6 April 2005 to share our knowledge concerning the creation of a cemetery commission. It is Randolph County's desire to start a cemetery commission. If there are no objections from other members, Paul Pinkerton and Roy Leverich will journey to Winchester for this meeting.

Our next scheduled meeting will be 4:30pm Tuesday 22 March 2005 in the Jay County Genealogy spaces, 109 South Commerce Street, Suite E, Portland, Indiana. Paul will notify all members and the Clerical Assistant and have it posted in the local paper, The Commercial Review 309 West Main Street Portland, Indiana.

Friday 18 March 2005. Roy inspected Union/Ruple Cemetery (Jackson Township) and Bloomfield Cemetery (Bearcreek Township). Bloomfield Cemetery still needs the nine round stone ornament tops attached. These tops lay beside their respective stones. The seventeen stone foot markers continue to lay randomly against two trees in Union/Ruple Cemetery. A small pile of gravel and broken stones (not grave markers) also remain.

Roy L. Leverich

Jay County Cemetery Commission
Member