

**Minutes of the Regular Meeting of the Avon Landmarks Preservation
Commission Held in the Council Chambers of the Municipal Building
On Wednesday, January 8, 2025**

The Chair, Cynthia Murnyack-Czarnecki, called the meeting to order at 7:00 P.M.

Roll Call

Members:

Present- David Morahan; Theresa Szimpl; Vice-Chair, Ralph White; Chair, Cynthia Murnyack-Czarnecki

Also in Attendance: Rachel Markovitz, Assistant Clerk of Council

Approval of the Minutes of the Regular Meeting of the Avon Landmarks Preservation Commission Held
Wednesday, December 11, 2024

A motion was made by Mr. White and seconded by Ms. Szimpl to dispense with the reading of the minutes of the Avon Landmarks Preservation Commission held Wednesday, December 11, 2024, and to approve said minutes as published, and the vote was: Mr. Morahan, "yes"; Ms. Szimpl, "yes"; Mr. White, "yes"; Ms. Murnyack-Czarnecki, "yes".

The vote was 4 for and 0 against and the Chair declared the motion passed.

A Moment of Silence Honoring Former President Carter

Ms. Murnyack-Czarnecki

Ms. Murnyack-Czarnecki stated it is the eve of January 9, 2025, the National Day of Mourning, observing the passing of our 39th President James Earl Carter Jr. on December 29, 2024. She asked the Commission Members and the assembled audience to join her in a moment of silence to remember him and his service to our country.

Landmarks Nominations

There were no landmarks nominations to consider at this time.

Landmarks Letters of Recognition

There were no landmarks letters of recognition to consider at this time.

Wreaths Across America

Ms. Murnyack-Czarnecki stated that although Ms. Brown, Chapter Regent, Nathan Perry Chapter of the Daughters of the American Revolution (D.A.R.) planned to provide each of the Commission Members with a packet covering information about the D.A.R. and Wreaths Across America program as part of her December 11, 2024, presentation to the Commission; they were unfortunately not provided at that time.

Ms. Murnyack-Czarnecki stated they appreciated Ms. Brown following through and providing information for the Commission Members this evening. She added for the record, each Commission Member has received a packet containing information about the Nathan Perry Chapter itself as well as the D.A.R. Wreaths Across America story and exactly what Wreaths Across America is about. She advised the Commission has considered and discussed at previous meetings becoming involved with the D.A.R. and participating in

Wreaths Across America; however, for various reasons circumstances, it did not allow for participation this year.

Ms. Murnyack-Czarnecki stated the Wreaths Across America program for the December 14, 2024, ceremony is displayed on the monitors. Ms. Murnyack-Czarnecki pointed out on page 2 of the program, the respectful proceedings honoring our Veterans included a moment of silence, the reciting of the Pledge of Allegiance, the singing of the National Anthem, and the presentation of Ceremonial Wreaths to all branches of the armed forces including POW's/MIA's. There was also the remembrance of our local hero James Kerstetter. She added before the closing remarks were made at the ceremony Taps was played and a gun salute was conducted to signify respect to fallen service members. On the following pages in the program, instructions for proper placement of wreaths on the graves as well as the wreath laying procedure itself were printed. Ms. Murnyack-Czarnecki stated the final page of the program expressed gratitude to the organizations that partnered with Wreaths Across America and the local D.A.R Chapter to honor their veterans in this manner. The last page has several groups listed that partnered with the Nathan Perry Chapter and some of them are different yet they make up a diverse group of supporters, and they had special thanks expressed to Wendy's and to Starbucks for providing some hot food/beverage items for the volunteers. She added it was a very nice program.

Ms. Murnyack-Czarnecki noted to review how the Veterans that are laid to rest at the Avon Cemetery were honored this year. Ms. Kathryn Kennedy reached out to Mr. White, President of the Avon Historical Society, regarding honoring their Veterans by placing wreaths on the graves of the Veterans buried in the Avon Cemetery on Saturday, December 7, 2024. She added no mention was made regarding the costs of the wreaths during the initial contact and it was not made clear to Mr. White the organization that was planning to lay the wreaths. She advised Mr. White subsequently became aware that the organization that Ms. Kennedy represented was the Honor Wreaths Lorain County. Ms. Murnyack-Czarnecki advised Ms. Kennedy marked the graves in the cemetery to facilitate wreath placement and arrangements were made for wreaths to be dropped off at the cemetery the day before the event. Initially, it was anticipated that Ms. Kennedy and student volunteers would be in attendance at the wreath laying on Saturday, December 7, 2024; however, Ms. Kennedy contacted Mr. White on Friday, December 6, 2024, at which time she indicated that neither she nor the student volunteers would be available on December 7, 2024, but Mike Schrull of the Ohio Patriot Guard Riders - District 3, along with Kerry Barvincak, Commander of the VFW Post - Avon/Avon Lake, and other members from the VFW Post stepped in to honor all their Veterans at the Avon Cemetery and lay the wreaths on the graves.

Ms. Murnyack-Czarnecki advised that next year the Wreaths Across America ceremony is scheduled for December 13, 2025. She added having learned of D.A.R and Wreaths Across America at the December 11, 2024, meeting, Ms. Murnyack-Czarnecki inquired if there is any discussion among the Commission Members in participating in Wreaths Across America in the future.

Mr. White stated that he was present at the Resthaven Memory Gardens ceremony which was nice. He also noted he was at the ceremony performed at Avon Cemetery which was also nice. He advised they managed without students/volunteers as there were only 21 wreaths available for placement. He noted each person received a wreath for placement, and they laid the wreaths on the graves then Taps was played in addition to the National Anthem.

Mr. White stated it was a free event which is what he was advised and had relayed to the Commission. He added before the meeting tonight he wanted to ensure that he got a hold of Ms. Seighman, the Mayor's Administrative Assistant, to ask if she received a bill because if she received a bill he would like to know since the Avon Historical Society would pay for it. Mr. White indicated Ms. Seighman advised him that she did not receive a bill and informed him that she was led to believe there was no charge when she was contacted

about the ceremony. Mr. White stated he does not know how this event would work with Wreaths Across America at the Avon Cemetery. He added if they are willing to come down the street to Avon Cemetery and do a smaller ceremony, he would like that. Mr. White noted he would rather not piggyback on Resthaven Memory Gardens, but that he would consider picking up wreaths at Resthaven Memory Gardens and then taking them to the Avon Cemetery so that they could be laid on the Veterans graves there.

Mr. White stated for him the Lorain County group would be fine for the Avon Cemetery. He added if Wreaths Across America wants to come down the street after the large ceremony at Resthaven Memory Gardens and do a smaller version that would be nice although he is unsure if a smaller version would include a gun salute in addition to the wreath laying. He noted for the Commission to do the legwork and then just have the ceremony at Resthaven Memory Gardens without anything at the Avon Cemetery, but he does not like that idea. He added he does not know how that would work or what the circumstances would be but wanted to bring that up for discussion. He added as nice as the ceremony was at the Resthaven Memory Gardens there were a lot of people there and you could not hear or see anything. He commented a platform would be needed and noted that the pictures displayed were very small. He suggested a few small changes could have made it a better experience. He clarified that he is not saying that the ceremony was bad, he just made some observations to improve some areas considering the large amount of people. Mr. White stated he could hardly hear anything at the ceremony; however, he could hear the gun salute and Taps being played. He further noted that he was unable to hear what was being said at the microphone or see what was happening at the front and was also unable to get closer. He added in his opinion, better accommodations could have been made but also noted that it was a cold yet also sunny day during the ceremony.

Ms. Szimpl stated their only concern would be as Mr. White mentioned, that Wreaths Across America do a very nice presentation at Resthaven Memory Gardens, but what would be the protocol, and how would that happen for Avon Cemetery. She added she thinks that would be a question to ask or a fact-finding mission for the Commission to address with the Nathan Perry Chapter DAR. She further added if Wreaths Across America is doing that then what is their protocol/procedures to do the same for the Avon Cemetery? She commented Wreaths Across America cannot be at all the cemeteries at once and when Wreaths Across America was here last month, they had a list of certain ones they went to. Ms. Szimpl does not know if Avon would then be included or would it be on them, meaning the Commission members and possibly the Historical Society members, to lay the wreaths, and what would that process look like. Ms. Szimpl stated she thinks either one would be good and noted they should probably try to stick with the Nathan Perry Chapter of the D.A.R. since they are a non-profit and do different things to give back to the community. The Commission just has a few things they need to consider.

Ms. Murnyack-Czarnecki stated that gives the Commission some direction on how they should go as next year comes around.

Avon Cemetery- Ohio Historical Marker Application

Ms. Szimpl said as the Commission knows they are in the process of applying for a Historical Marker for the Avon Cemetery. She advised there are multiple action items that need to be accomplished and taken care of before they even submit the application. Ms. Szimpl stated several things that they worked on since they reached out to the City of Avon Administration including Mayor Jensen and Rose Seighman, the Mayor's Administrative Assistant, they needed to obtain two documents: a Property Owner Permission for Proposed Ohio Historical Marker and the Maintenance Commitment for Proposed Ohio Historical Marker.

Ms. Murnyack-Czarnecki said she reached out on December 11, 2024, requesting the documents. The documents were executed and were returned to her on December 20, 2024. Ms. Szimpl advised the other thing they need is a lot of supporting documentation. She stated Ms. Murnyack-Czarnecki has reached out

to the Lorain County Historical Society and contacted Eric Greenly, the Lorain County Historical Society Archivist on December 16, 2024, requesting supporting documentation from the “Cemetery Inscriptions of Lorain County” book. Mr. Greenly graciously scanned and submitted a PDF for the Commission, so that the needed portion can be submitted with their application.

Ms. Szimpl advised she will quickly go through the electronic application process so that everyone is aware of the documents and processes they will be going through. She added as you scroll through online the application there are many notes they can proceed to. The most important thing is the application has to be submitted by May 1, 2025. She noted that they, The Ohio History Connection, will then review those submissions. The State of Ohio, through the Ohio History Connection only awards 20 each year. She added they should probably learn more about that sometime closer to September 2025. Once that has happened, they will then have a review of their final wording of their markers and then the markers would then be delivered sometime in early 2026. Ms. Szimpl indicated this is quite a lengthy process of which is outlined below:

1. Title of the Marker, Avon Cemetery.
2. Subject Matter is what they would need to fill in which includes a Statement of Significance and that has already been completed with the help of Dr. Herdendorf and his assistant editor and wife Ricki Herdendorf.
3. Location of the Proposed Marker, they need to have an idea of where that is going to be located, and they would also require the GPS coordinates (longitude-latitude) which the Commission can get with no issue.
4. Owner of the Property where the marker is to be erected, and the owner is the City of Avon and that is the letter received from Mayor Jensen on December 20, 2024.
5. Type of Marker and Ms. Szimpl advised they will get the very first marker, known as the Ohio Historical Marker.
6. Funding Sponsor or Marker would be the City of Avon, and Ms. Szimpl advised they have obtained their tax-exempt information from Ms. Seighman so that can get that taken care of as well.
7. Maintenance of the Marker and that is a letter that they received from Mayor Jensen saying that the City agrees to maintain that site, and the marker, and if it should become damaged or stolen, etc. they are committed to making sure that it is repaired or replaced. She added even though they are not going to know until September if they are awarded the marker, they have to provide the Ohio History Connection with where they want their marker shipped.
8. Shipping Address and the City has designated that the delivery would be to the Service/Streets Department located at 35400 Schneider Court where it will be stored until it is installed.
9. Statement of Significance which is complete and can uploaded.
10. Suggested Marker Text, and that document is currently in a draft mode. She added they have limited text of 90-125 words per side.
11. Bibliography is the most detailed section of the application. Ms. Murnyack-Czarnecki is working on compiling information for that because they are very stringent on documenting all of your sources.

12. Sources and the Ohio History Connection has a certain style that they use which is the Chicago Manual of Style as their formatting, citing sources and references. She added it is quite detailed and thus imperative that it goes in correctly otherwise you would probably be rejected on just a submission of inaccurate or messy documentation which would then postpone the application for another year.

13. Tentative Dedication Date of spring/summer 2026.

14. Application Submitted, which will be submitted by the Avon Landmarks Preservation Commission and that the Chair, Ms. Murnyack-Czarnecki, will be the representative of that for the City of Avon. She noted their estimated date of submission is Thursday, April 10, 2025, so that it is received at least two weeks before the application deadline of May 1, 2025.

Mr. White advised this marker is the same marker he applied for and received for the National Register for the Avon Isle, and the North Ridge Scenic Byway. There are a lot of similarities. He felt it could not hurt to add more to the application. He suggested that they could add extra information by giving them information that they are not necessarily asking for then when it is all compiled put it in a binder and have the application with a plastic cover, similar to a book. He believes that will make the application look good. He added he has seen the previous binder twice and he could provide a copy of the one used from the Avon Isle's application. He noted it is impressive to be presented in that way then you could add photos, or anything else that creates interest especially the effort that is put into it not just the exact things they require.

Ms. Szimpl stated just as a note to Mr. White, she knows he has binders for those other applications which were quite thorough and extensive; however, the Ohio History Connection has now moved to an electronic format so this is all completed online and everything would need to be scanned and uploaded. Ms. Szimpl stated yes, they will still have all their documentation and Ms. Murnyack-Czarnecki is wonderful with that, but they will have all their items printed out since they will also be scanned as this is their new process. Ms. Szimpl commented they will still be sure to have a paper copy for their records as a source of reference and then in the event they would need something like that they could always mail it in.

Mr. White inquired if they are going to work on the text together and further inquired if 120 words was the text number limit.

Ms. Murnyack-Czarnecki advised it is in the guide, and she does not have it with her today, but the Ohio History Connection provides the number of characters and the font size that is required.

Ms. Szimpl advised what she believes they need to do is send in a draft then if it is approved they can do a final rendition of what will be put on the plaque and before they would finalize that, that would go to Mayor Jensen who would decide yes or no and she is unsure of the next step, but possibly it would be taken to Council or potentially Mayor Jensen would finalize it. She added they could probably get something in draft mode to the Ohio Historical Connection as part of the Commission's application and then continue to work on it in the event it is accepted/nominated for the plaque.

Ms. Murnyack-Czarnecki advised that guidance has been established by the Ohio History Connection about placement of the actual plaque. They no longer want it placed where it can be read by people in cars, they want it placed where people would have to get out of their car and step up to read it. She stated they also will provide in their application a press release from the City about the plans for changes at the corner of SR83 and Detroit Road. She added when they give the GPS coordinates, they feel that the people reviewing the application may want to know that there will be road construction there and changes are going to happen

as a result. Ms. Murnyack-Czarnecki advised that in the guide included with the application are instructions about relocating the marker or having to change the marker in some fashion in the future.

Mr. White suggested possible locations for the historical marker within the Avon Cemetery and evaluated what areas would be the most logical yet he was also cognizant of future road construction. He offered they could discuss marker placement in greater detail another time.

Ms. Szippel stated that by 2026, the road will be widened, and they will get a better idea of what the area will look like.

Mr. White commented it is just turning lanes and noted there is plenty of land in that area but not so much on Detroit Road but on the SR83 side.

Member Comments

Mr. White stated he spoke with Mr. Morahan earlier and there are four World War I and II grave markers as well as a Revolutionary War Veteran grave markers that are ready to post. He advised he was able to reuse a post for the World War II Veteran so that is completed. The other four he will give to Mr. Morahan this week and he can work those and when the weather breaks they will be installed.

Audience Comments

There were no audience comments

Adjourn: 7: 26 p.m.

A motion was made by Mr. White and seconded by Mr. Morahan to adjourn the Regular Meeting of the Avon Landmarks Preservation Commission, and the vote was: Ms. Szippel, "yes"; Mr. White, "yes"; Mr. Morahan, "yes"; Ms. Murnyack-Czarnecki, "yes".

The vote was 4 for and 0 against and the Chair declared the motion passed.

The Chair announced that the next Regular Meeting of the Avon Landmarks Preservation Commission will be held on Wednesday, February 12, 2025, at 7:00 P.M.

Respectfully submitted by Rachel Markovitz, Assistant Clerk of Council