

Ordinance 2016-001

TOWN OF CASSIAN

UNION GROVE CEMETERY

REGULATIONS FOR UNION GROVE CEMETERY

OPENING AND CLOSING OF BURIAL SITES

THE TOWN BOARD OF CASSIAN DECLARES ITSELF THE GOVERNING BODY OF THE UNION GROVE CEMETERY, A MUNICIPLE CEMETERY UNDER Sec. 157.50.

- A. The following are the required procedures for the preparation of gravesites for the burial service that consists of ground opening, closing (backfilling), and landscaping (to restore gravesite's appearance).
1. Wisconsin Statutes Section 157.111 states; "If a grave, mausoleum space, or other place used or intended to be used for the burial of human remains is located in a cemetery owned or operated by a cemetery authority, only the cemetery authority or a person designated by the cemetery authority may open or close the grave, mausoleum space, or other place used or intended to be used for the burial of human remains."

All work for the opening and closing of gravesites will be done under the direction and control of the Town of Cassian or its designated representative (sexton or foreman), and only those persons so authorized may perform any of these functions. No other person may enter Union Grove Cemetery or cross over any lot in Union Grove Cemetery to open or close gravesites.

2. **OPENING A BURIALSITE** - Regulations are:

- a. The cemetery sexton shall locate the gravesite according to section, lot, and grave numbers and mark off area to be excavated.
- b. The sexton shall notify the grave digger of all details regarding the opening and closing of the burial site.
- c. The grave digger shall remove sod from the gravesite. Grave digger shall dig grave to specified depth using pick and shovel or backhoe, and place all soil on tarps, so as not to damage adjacent gravesites, or move dirt from site. Cover all dirt piles and sod with artificial grass carpet or similar material for interment ceremony.

3. **CLOSING OF BURIALSITE** – Regulations are:

- a. Close gravesite with dirt, and remove all excess dirt. A small mound of dirt, not to exceed (12) inches high, to allow for compaction of soil may be left on gravesite.
- b. Within thirty (30) days all excess soil will be removed and replaced with topsoil, seeded, and covered with straw or straw blanket to be furnished by the Town of Cassian.

- c. Winter burials cleanup must be done in the Spring of the year, but no later than May 15 using the same procedure as item b above.
- 4. **CREMATION** – Regulations for opening and closing the site for the cremation items will be as follows:
 - a. Location for the cremation remains will be specified by the cemetery sexton.
 - b. Sod will be removed by shovel in such a manner so that it can be reused upon closing.
 - c. Dig grave to specified depth, placing all soil on tarps or in wheelbarrows to protect the landscaping.
 - d. Sod removed will be replaced, topsoil added as needed, and seeded, if necessary.
- 5. Any damage to the landscaping, other gravesites, or lawn will be repaired by responsible person to the satisfaction of the Town of Cassian or its representative.

Approved this 3rd day of May, 2016.

Larry A. Hendrickson

Larry Hendrickson, Chairperson

ATTEST:

Nicole Augustine

Nicole Augustine, Clerk

Gail R. Winnie

Gail R. Winnie, Supervisor

Gene Rio

Gene Rio, Supervisor

GRAVEDIGGER AGREEMENT

It is agreed by and between the Town of Cassian, ARNOLD TRUCKING, INC. gravedigger as follows:

1. The gravedigger (contractor) is an independent contractor hired as sole gravedigger in the Union Grove Cemetery for a term of May 1, 2016 to _____.
2. Term of contract is one year.
3. This Agreement is automatically renewed for an additional year unless a written notice to terminate or make any changes to this Agreement is given to the other party within 60 days of the end of the term.
4. Contractor shall perform duties of "OPENING AND CLOSING OF BURIAL SITES" in accordance with Cassian Ordinance Regulations on OPENING AND CLOSING OF BURIAL SITES.
5. Certificate of insurance (liability) must be given to the Town of Cassian and must name the Town as an additional insured, including all renewals. Exempt are persons authorized by the Town for a single burial site opening and closing.
6. The agreed upon fees for service shall be paid by the family of the decedent to be buried and are as follows:

Opening and Closing Burial Site:

Traditional in Ground

Summer (Before freeze-up) \$ 500.00

Winter (After freeze-up) \$ 750.00

Cremation

Summer (Before freeze-up) \$ 150.00

Winter (After freeze-up) \$ 300.00

7. Payment of the above fees will be made by the appropriate funeral home directly to the contractor at the time of closing of the burial site.
8. Must be signed and dated by both parties.

Brian Lutz 6/7/16
Contractor Date

Larry A. Hendrickson 6-7-2016
Town Date