

**RESOLUTION NO. 3381**

**A RESOLUTION OF THE RED LODGE CITY COUNCIL TO ESTABLISH THE RULES AND REGULATIONS FOR THE DAY-TO-DAY OPERATIONS AND TO ESTABLISH THE PRICING OF SALES AND SERVICES OF THE RED LODGE CITY CEMETERY.**

**WHEREAS**, Ordinance No. 905, Section 8-3-5, charges the Red Lodge City Cemetery Committee with the task of developing ~~establishing~~ the rules and regulations for the day-to-day business operation of the cemetery to include, but not be limited to, the establishment of pricing of lot sales and services, requirements for vaults, requirements for marker installations, and general guidelines for use of cemetery grounds to be established by ordinance or resolution to be passed by the Red Lodge City Council daily operations, and for recommending a fee structure for sales and services of the City Cemetery; AND

**WHEREAS**, Resolution No. 3352 of the City Council has reference only to a fee structure; AND

**WHEREAS**, The City of Red Lodge is responsible for the care and maintenance of the Red Lodge City Cemetery; AND

**WHEREAS**, The City Council is charged with the approval of any rules, regulations and fee structures relating to the operation of the City Cemetery,

**NOW THEREFORE BE IT RESOLVED** by the City Council of the City of Red Lodge Montana that the following rules, regulations and fee structures for the operation of the City Cemetery be established as applicable for daily operations.

**BE IT FURTHER RESOLVED THAT** the fees for purchase of lots and the opening and closing of graves outlined in Resolutions ~~No. 3352 #3352 are is~~ null and void on the effective date of this resolution~~;~~

**BE IT FURTHER RESOLVED THAT** the provision of Resolution No. 3352 that 25% from the sale of any lot shall be deposited into a cemetery capital improvements account and the remainder shall be deposited into the General Fund for cemetery uses shall remain in effect.

**RED LODGE CEMETERY GENERAL OPERATIONS**

Employees of the Red Lodge Public Works Department will perform daily operations of the Red Lodge Cemetery. Services provided for the entire City Cemetery by the Public Works Department shall include, but not limited to, watering and mowing, snow removal and road maintenance, general upkeep and maintenance of the cemetery grounds, and enforcement of the rules and regulations contained herein.

The Public Works Department will complete opening and closing of all graves for both casketed burials and cremated remains (cremains) burials. Private parties may not perform opening and closing for any type of interment.

Opening and closing of a grave shall include excavation and back-filling only. The Public Works Department will not provide any cemetery set-up equipment, such as a casket-lowering device, and is not responsible for lowering the casket into the grave or placing the outer container over the casket. These services will be provided by a private contractor, and can be arranged through a mortuary.

Opening and closing of a Red Lodge Mausoleum Crypt includes removal and replacing the marble crypt front and mortaring the concrete crypt-front slab into place for a casket entombment. Public Works Department employees will place the casket in the crypt with the lift device located within the mausoleum. No private contractor is required to complete an entombment in the mausoleum.

Graveside service ceremonies in the Red Lodge City Cemetery must be concluded by 3:30 p.m. on weekdays and by 1:00 p.m. on Saturdays to ensure that the Public Works Department can complete closing the grave by the end of their shift. There will be no burials in the Red Lodge City Cemetery on Sundays or holidays.

## **RULES AND REGULATIONS FOR THE VETERAN'S SECTION**

The City of Red Lodge has established a separate section of the cemetery as a veteran's section. Full size graves and cremation size graves are available for the interment of honorably discharged veterans of the United States Armed Forces. Graves will be used in sequential order.

Veterans must be eligible to receive a Veterans Administration (VA) permanent marker (headstone) to qualify for interment in the Veterans Section.

If the veteran is interred in a casket in a full size grave, the cremains only of the veteran's spouse may later be interred on that same grave. If the veteran is a cremains interment, then the spouse's cremains can also be interred on that same grave. The veteran's spouse cannot be interred in the Veteran's Section prior to the interment of the veteran.

VA headstones placed in the Veteran's Section must be the 24"X12"X4" granite or marble stones. In the interest of military uniformity no bronze plaques or upright marble monolith markers are allowed. The 24"X12" marker will be set on top of the concrete foundation and sealed down, with the four (4") thickness of the stone exposed. The foundation will be 48"X24" with a minimum thickness of four (4) inches, and will join the adjacent foundation, thus eliminating mowing between the markers. Flower vases of a gray color are allowed on either or both sides of the marker, set in the concrete foundation.

If the spouse plans to be buried in the veteran's grave, then at the time of ordering the VA marker the spouse's name and date of birth can be engraved on the VA marker, with the spouse's date of death to be engraved later. In lieu of engraving the spouse's name and date of birth, the VA can be directed to simply leave space for a spousal inscription to be added at the time of death. No separate stone will be allowed for the veteran's spouse.

## **RULES AND REGULATIONS FOR THE CREMATION SECTION**

The cremation section located on the north end of the Red Lodge City Cemetery provides 4'X4' graves for cremains burials only. Up to two urns may be buried on each grave. Precast foundations have been installed by the Public Works Department measuring 48"X24", and are located at the west end (head end) of each grave, adjoin the adjacent concrete foundation. Headstones are placed on the existing concrete and sealed down. No stone longer than 42" will be allowed in the cremation section.

## **GENERAL RULES AND REGULATIONS FOR RED LODGE CITY CEMETERY**

Unless previously addressed under special sections, the following general rules apply for the Red Lodge City Cemetery.

One casketed burial is allowed per grave, single depth. There will be no double depth burials. Up to four (4) cremains burials are allowed per full-size grave, and up to four (4) cremains burials may be placed on top of an existing casketed burial grave.

### **Interment receptacles (outer containers, grave liners)**

All adult casketed burials require a grave liner constructed of steel, concrete, fiberglass or thermo-plastic in order to maintain the integrity of the grave space and minimize cemetery maintenance. Use of a grave liner for a youth casket under five (5) feet in length will be optional. There are no outer container requirements for cremains.

### **Monuments and Markers**

Any grave marker in the Red Lodge City Cemetery shall be of a permanent material such as granite, marble or bronze. Anyone planning to install a grave marker in the cemetery, including monument companies, is required to contact the Public Works Director prior to installation. In the original portion of the cemetery and in the first addition, markers placed at the west end of the grave as a headstone shall not exceed the following dimensions for length (side to side), width (front to back), and height (bottom to top).

Marker centered on a single grave      36"X16"X48"

Marker centered on two graves      72"X16"X48"

In the second addition the dimensions for length and width are the same as above. However, all markers installed in the second addition will be flush with the ground. Additionally, grave markers may be installed out over any portions of the grave space in any general area provided they are flush with the ground with no obstructions to mowing, such as vases.

All markers in the general sections of the cemetery will be installed in a concrete foundation with a minimum six (6) inch border of concrete extending on all sides of the marker. The foundation will be a minimum of four (4) inches in thickness. Flower vases are optional, but must be installed in the concrete foundation or incorporated into the marker itself. Vases may not be dug in the ground outside the foundation.

No trees, shrubs or plants of any kind are allowed out over the grave space in any section of the cemetery. Also, any mementos must be placed on the stone or foundation, and not on any area of the grave that has to be mowed.

No individual or private family mausoleums are allowed in the Red Lodge City Cemetery.

**FEES FOR CEMETERY LOTS AND SERVICES**

Fees for the purchase of cemetery lots and service charges for opening and closing graves are listed below. A resident is defined as a person living within or owning property within the City of Red Lodge, inside the Red Lodge High School District.

**Fees for Lot Sales**

	<u>Resident</u>	<u>Non-resident</u>
Full size grave	\$400.00	\$800.00
Cremation section grave	\$200.00	\$400.00
Veterans section - full grave	\$0	\$250.00
Veterans section – cremation grave	\$0	\$150.00
<del>Mausoleum Crypt</del>	<del>\$500.00</del>	<del>\$800.00</del>

**Opening and Closing Fees**

	<u>Weekday</u>	<u>Saturday</u>
Full grave	\$500.00	\$700.00
Cremation grave	\$200.00	\$300.00
Mausoleum crypt for casket	\$500.00	\$700.00
Mausoleum crypt for cremation urn	\$250.00	\$350.00

Service charges for opening and closing of a youth grave will vary depending on the size of grave required, and will be determined by the Public Works Director and the Red Lodge City Cemetery Committee on a case by case basis.

Service charges for the disinterment of a casketed burial will be determined on a case-by- case basis, but will be significantly higher than the standard opening and closing fee. A completed State of Montana Disinterment Permit issued through the Carbon County Clerk & Recorder’s Office must be presented before any work will begin.

The Public Works Director in consultation with the Red Lodge City Cemetery Committee will decide any issue not specifically addressed herein

**PASSED AND APPROVED BY A MAJORITY OF THE RED LODGE CITY COUNCIL**

On this \_\_\_\_\_ day of \_\_\_\_\_ 2015

City of Red Lodge

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Ed Williams, Mayor

ATTEST:

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Loni Hanson, City Clerk