

HARRIS TOWNSHIP CEMETERY POLICY

Amended on August 13, 2003 | Amended on July 27, 2005 | Amended on June 20, 2006 | Amended on July 11, 2007 | Amended *Grave Opening Fee Schedule* July 23, 2008 | Amended *Grave Opening Fee Schedule* August 12, 2009 | Amended *Grave Opening Fee Schedule*, May 25, 2011 | Amended *Grave Opening Fee Schedule*, October 12, 2011 | Amended to restrict Section 1 burials, September 25, 2013 | Amended winter notification requirements, Dec 10, 2014 | Amended "**Fees per grave**" and "**Contact persons**", April 22, 2015

Harris Township maintains a cemetery for its residents and others. The location is attractive to many people and therefore new additions to the cemetery have been created and additional land has been purchased. The town Board has control of this cemetery without many restrictions or mandates, but the few requirements needing to be met is outlined below.

The importance of uniformity and efficiency in maintaining a cemetery requires certain rules and regulations to be documented. All parties must adhere to these guidelines to ensure property notification, placement, and documentation of any interment.

HOURS:

The cemetery is accessible to anyone every day from Dawn to Dusk.

PURCHASING, SALE OR TRANSFER:

All burial sites will be purchased through the Town Clerk or designated appointee. Persons desiring to purchase lots are invited to visit the cemetery, where the Clerk will aid in making a selection. After the selection is made, and purchase price is paid, a deed will be issued and copies of the deed will be recorded at Itasca County Courthouse. The record of signing the deed will be noted in the board meeting minutes at the next Regular Monthly Board meeting.

A maximum of four (4) graves can be purchased by one person per deed. Purchased burial sites can not be transferred, assigned, or pledged to another interest without the consent of the Town Board.

The private sale of burial plots is prohibited. All sales must be transacted through the Town Board. The Township may re-purchase a site or sites with the compensation remaining the same as the original purchase price.

FEES PER GRAVE:

\$125.00 per site for residents and non residents (eff. 4/22/15); a \$46.00 recording fee per deed will also be charged.

GRAVE/BURIAL REGULATIONS:

It is the responsibility of the Funeral Home/Director to notify the Town Clerk of any activity planned or taken to any gravesite at anytime.

1. Vaults are required, except for cremations.
2. Bodies per grave:
 - o 1 adult casket OR up to 2 infant caskets, one level (not stacked);
 - o Up to 4 cremations, with or without urn vaults
 - o Up to 4 cremation urns WITHOUT vaults may be placed over an existing buried casket vault.
3. *Only cremation burials are allowed in sites of Section 1 (original cemetery) if purchased after October 1, 2013*
4. The Township Clerk must be notified before any interment is held.
5. Personal excavating of the grave is strictly prohibited.
6. No grave or burial will be allowed above ground.
7. Burial of pets are NOT allowed.
8. Cremation remains are not allowed to be placed or spread above ground, unless they are in a sealed container attached to the headstone.

GRAVE OPENING AND CLOSING:

Fees for excavating a burial site will be set by the Harris Town Board and collected through the Funeral Director. For burial of urns, when not going through a Funeral Director, the Town Clerk must be contacted prior to the date of this burial and fee paid.

DISINTERMENT:

All requests for disinterment of remains (including cremated remains) will be directed to a funeral home, which will facilitate the process. A permit, signed by all family members will be required. There will be no disinterments on weekends, holidays or during the winter months (October through May). The cost to disinter will be double that of the current opening costs. Harris Township, its officers or employees, will not be held responsible for any damages that may occur to a headstone, vault, casket or remains during a disinterment process. If it is deemed that a vault is unable to be removed, the site will be considered unsellable and maintained by the owners of the site.

WINTER RESTRICTIONS:

Due to the harsh winters and frost thickness, grave openings could delay funeral activities. The Funeral Director will need to communicate with the Township regarding this time frame so adjustments can be made for the services. Four (4) full working days (i.e. Monday-Friday and non-holidays) are needed to prepare a site, not including the day of notification or the day of the funeral. Thus, adequate notice is required by the township.

HEADSTONES, FOOT STONES, AND OTHER MARKERS:

Head and foot stones will be placed in such a manner to align themselves with existing markers and/or walk ways and lot lines designed into the cemetery. Headstones will be placed at the head of the grave and footstones will be placed at the foot of the grave. **Only one upright marker per grave is allowed. In case of multiple burials in one site, additional markers must be flat, and level with the ground.** The Township maintenance workers will install foot markers as they are received from the County Veterans Office. **Granite footings are not allowed.** The Township will not be held responsible for vandalism and normal wear and tear caused by weather or any other act of God.

TREES OR SHRUBS:

In order to obtain uniformity and efficiency in maintenance, the following rules will be in effect: There shall be no planting of shrubs and trees on graves or lots, effective August 13, 2003. Any existing trees or shrubs that are already on lots, should they die, shall not be replaced. Maintenance of trees and shrubs currently planted at the cemetery will be done only if they become a menace to other sites, pedestrians, or create an unpleasant atmosphere. An existing tree or shrub may have to be removed to allow for excavation of an adjoining grave, and the Township will not guarantee that it will be replanted or of its survival if it is replanted.

FLOWERS AND OTHER DECORATIONS:

Flowers and decorations are allowed from April 1 until the day after Labor Day. All must be removed by this date or will be removed and disposed of by the Township. If flowers or decorations become unmanageable or unpleasantly deteriorated, they can be removed at any time by the Township. Two flower boxes or containers are allowed per gravesite. Real or artificial flowers must be in removable containers or on shepherd hooks or flower stands, but can not contain more than two flower arrangements on one stand. The loss of any flowers or decorations will not be the responsibility of the Township. The Township Cemetery workers will make every effort to protect and move decorations during maintenance procedures. Flowerbeds are permitted next to the headstones on the gravesite. This bed must be maintained within the gravesite and be kept clean and free of weeds.

SPECIAL ORNAMENTATION:

Special ornamentation is allowed during funerals, but must be removed within one week. Also, during the Christmas holidays, special ornamentation is allowed from December 1 to January 30. If these are not removed by the date specified, Township Cemetery workers may remove these ornamentations and the Township is not liable to return these to the owners.

SUPERVISION OF CEMETERY:

The Harris Town Board supervises all transactions and maintenance of the cemetery. The Board has the right to correct any error that may be made by it, either in making interments or dis-interments, by substituting interment rights of equal value and similar locations as far as possible refund purchase price by the sole discretion and selection of the board.

In the case where a regulation may cause undue hardship, the Board has the right, without notice, to make exceptions, suspensions or modifications of any of the rules and regulations. Upon doing so such temporary exceptions, suspension, or modification shall in no way be construed as affecting the general application of this policy.

DISCLOSURE:

The Harris Township Board of Supervisors reserves the right to change, amend, make exceptions to, revise or discontinue any policy, practice, rule or regulations set forth in this policy at any time in its sole and absolute discretion.

CONTACT PERSONS:

The following persons can be contacted regarding the Cemetery:

Michele Smith, Clerk	218-327-9930
Service Center Maintenance Crew:	218-326-6190

Harris Cemetery

Grave Opening FEE SCHEDULE As December 12, 2012

OPENING TYPE	SEASON	DAY OF THE WEEK FOR BURIAL (see holidays listed below)***	Standard COST Burial/service Start time: 9am-3pm	Overtime COST during daylight savings only Burial/service start time: 3:15pm-5pm**
Grave Opening – adult (casket and vault)	Year-round	Monday – Friday Saturday or Sunday	\$500 \$650	\$650 Not an option
Grave opening – infant <i>An infant casket/vault combination is defined as being 3 feet or less in length.</i>	Summer	Monday – Friday Saturday or Sunday	\$125 \$200	\$200 Not an option
	Winter *	Monday – Friday Saturday or Sunday	\$200 \$200	\$200 Not an option
Burial DISINTERMENT	as noted above	as noted above	DOUBLE the opening costs above	Not an option
Cremation – opening for urn only	Summer	Monday – Friday Saturday or Sunday	\$50 \$200	\$200 Not an option
	Winter *	Monday – Friday Saturday or Sunday	\$200 \$200	\$200 Not an option
Cremation – opening for <u>urn vault</u> <i>Note: An urn vault cannot be placed over an existing casket vault</i>	Summer	Monday – Friday Saturday or Sunday	\$125 \$200	\$200 Not an option
	Winter *	Monday – Friday Saturday or Sunday	\$200 \$200	\$200 Not an option
Cremaains DISINTERMENT	as noted above	as noted above	ADD \$50 to the opening costs above	Not an option

* **WINTER** is defined as anytime the ground is frozen and needs to be thawed in order to open the grave.

** Burials or disinterments are not allowed after 5:00pm. Overtime is only an option from mid March through early November (standard daylight savings time)

*** **HOLIDAYS:** Burials will **not be allowed on** the following holidays:

New Year's Day	Good Friday	Easter Sunday	Memorial Day
Independence Day (4 th of July)	Labor Day	Thanksgiving Day	Christmas Day