

## **ORDINANCE NO. 1, 2007**

### **CEMETERY ORDINANCE**

AN ORDINANCE ESTABLISHING RULES AND REGULATIONS FOR THE GOVERNMENT, MANAGEMENT AND OPERATION OF THE CITY OF SUNDANCE CEMETERIES.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SUNDANCE, CROOK COUNTY, WYOMING:

#### SECTION 1: OPERATION AND GOVERNMENT OF CEMETERIES

The cemeteries owned and operated by the City of Sundance and known as the Green Mountain Cemetery and the Mt. Moriah Cemetery shall be governed, managed and operated under the following rules and regulations:

- A. Management: The Sundance cemeteries shall be managed, operated and maintained by the City Supervisor under the supervision and control of the Mayor and City Council.
- B. It shall be the duty of the City Supervisor to dig graves, keep the driveways and fences in good condition, to keep the cemeteries mowed, to protect the property in the cemeteries and to see that the rules and regulations of the City Council regarding cemeteries are obeyed.
  - 1.) All graves shall be located at least 18 inches within the front boundaries of the lot and a three-foot fill shall be made over the container of each adult grave.
  - 2.) The City Council must approve all persons who desire to build a vault, mausoleum, monument or marker above ground which contains the remains or ashes of an individual or casket.
  - 3.) All work done in the cemetery and all persons desiring to do work upon any lot or grave shall first consult the City supervisor and obtain permission for other than normal maintenance and opening and closing of graves.
- C. Operation of Motor Vehicles: No person may operate or travel in a motor vehicle of any type whatever within the cemetery except on the regularly laid out streets or roads, except for maintenance and opening and closing of graves.
- D. Firearms or Weapons: No firearms or weapons of any description, except those carried by the police officer in the performance of police duties or for disposing of rodents or pests or those borne by an organized honor guard, may be brought to, carried in or fired within the cemetery.

- E. Records: The City Clerk shall keep all records of the cemeteries and keep a map of the cemeteries available for inspection by the public.
- 1.) The costs associated with the opening and closing of graves shall be paid to the City Clerk through the undertaker in charge of the funeral by the party responsible for the funeral arrangements. All collections shall be deposited with the City Treasurer.
- F. Lots and Grave Spaces: Lots and grave spaces may be sold by the City at Prices established from time to time by resolution of the City Council.
- 1.) No more than four (4) lots shall be purchased by any individual without first obtaining permission of the City Council.
  - 2.) All lots are to be paid for at the time of purchase.
  - 3.) All burial lots are to be used for burial proposes only and are not to be resold or transferred without notification to the City Clerk.
  - 4.) All caskets are required to have an approved vault or outside container to help control settling of the grave.
- G. Markers and Headstones: All monuments, markers and headstones shall be made of a permanent material. All monuments and markers shall be installed under the direct supervision of the City supervisor to insure proper placement and conformity to cemetery regulations and standards. Each marker or headstone must be placed on a concrete foundation/apron at least 4 inches wide to allow the grass to be easily mowed.
- 1.) For lots containing more than one remains, only one upright monument will be allowed per lot, any others must be placed at ground level.
  - 2.) All footstones, corner markers and borders must be placed at ground level.
  - 3.) All fences, hedges and walls around burial lots are prohibited. The old iron fences will be left in place to preserve their historic value.
- H. Artificial Flowers and Decorations: Artificial flowers and other items of decoration/memorialization will be allowed to remain on the grave until such time as they become faded, worn, or damaged, and are no longer presentable. At that time, the City Supervisor reserves the right to remove and discard these items without prior notification to the owner.
- I. Planting Trees, Shrubs and Flowers: All trees, shrubs and flowers planted in the City cemeteries shall become the property of the City as soon as they are planted. All plantings shall be coordinated with the City Supervisor to insure the proper location and ease in maintenance. The City reserves the right to remove or prune any and all trees and shrubs as needed, in order to keep the area neat and attractive, without prior notification to the family.

## SECTION 2: CEMETERY FUND

There is hereby created a cemetery fund for the improvement and care of the cemeteries known as Green Mountain Cemetery and Mt. Moriah Cemetery. This cemetery fund shall be managed and used in the following manner:

- A. The cemetery Fund may accept gifts and bequests made by any person, by will or otherwise, for the permanent care of the cemeteries.
- B. The City Clerk shall keep a permanent record of all monies received and deposited in the fund and keep an accurate account of interest received and collected upon permanent fund monies.
- C. No money shall be expended from the Cemetery fund except upon approval by the City Council.
- D. The books and accounts of the City Clerk/Treasurer regarding the Cemetery fund shall be subject to the same auditing procedures as all other municipal accounts.
- E. All funds deposited in the Cemetery fund shall be used under the direction of the City Council and used for the benefit of the respective cemeteries.

## SECTION 3: SEVERABILITY CLAUSE

Should the Courts of this state or the United States declare any section, provision, paragraph, clause, sentence, phrase or part of this ordinance invalid or unconstitutional or in conflict with any other section, provision, paragraph, clause, sentence, phrase or part thereof of this ordinance, then such decision shall affect only the section, provision, paragraph, clause, sentence, phrase or part thereof declared to be unconstitutional or unauthorized and shall not affect any other part of this ordinance.

## SECTION 4: PENALTY

Any person found guilty of violating any of the provisions of this ordinance shall be deemed guilty of a misdemeanor and shall be punished according to the provisions of Ordinance No. 1, 1983.

PASSED, ADOPTED AND APPROVED this 5<sup>th</sup> day in March, 2007.

City of Sundance

by: \_\_\_\_\_  
Fred D. Tschetter, Mayor

ATTEST:

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Deputy City Clerk-Treasurer

1<sup>st</sup> Reading January 8, 2007  
2<sup>nd</sup> Reading February 8, 2007  
3<sup>rd</sup> Reading March 5, 2007  
Publish on March 15, 2007

# Cemetery

**Mount Moriah** Alleys 6'      Road 16'  
 (West on Main Street, up gravel road, past green water tank through trees to top of hill)

**Green Mountain** Alleys 6'      Road 26'  
 (South on 585 about 1 mile, left at second gravel road, look for prominent white fence)

Lots 16' (N & S) x 14' (E & W)  
 Plots 4' x 14'  
 Lot #1 North      (Wife)  
 Lot #4 South      (Husband)

<u>Lot/Plot(s)</u>	<u>EFFECTIVE: 3/5/2007</u>
1 LOT *****4 PLOTS	\$600.00
3/4 LOT *****3 PLOTS	\$450.00
1/2 LOT *****2 PLOTS	\$300.00
SINGLE LOT *****1 PLOT	\$150.00
Double Occupancy	\$100.00
 RECORDING FEE	 \$ 15.00
POF: Plat on File at Courthouse	

<u>Interment Costs</u>	<u>EFFECTIVE: 3/5/2007</u>
OPEN & CLOSE	\$200.00
OPEN & CLOSE CREMATION	\$100.00
 <u>Weekend Costs</u>	
OPEN & CLOSE	\$300.00
OPEN & CLOSE CREMATION	\$150.00

City of Sundance Clerical Duties  
 Record on **Cemetery Map**  
 Record **Deed** at Courthouse  
 Record in **Cemetery Interments Book** – By Block, Lot & Plot(s)  
 Record on **Rolodex** file – owner, block, lot, plot, deceased name  
 Date of birth & date of death