

## ECKLES TOWNSHIP CEMETERY POLICY

(Revised 03/18/2024. All previous editions are rescinded)

**FEES:** Price of plots to reflect the cost of perpetual maintenance and administrative costs.

**DEFINITIONS:**

1. Plot – 1-10'x5' burial space		
2. Lot – 1-20'x20' burial space containing 8 plots		
3. Resident	Resents and Former Residents	Non-residents
8 person plot (lot) 20x20	\$800.00	\$3,200.00
4 person plot ½ lot) 10x20	\$400.00	\$1,600.00
2 person plot (1/4 lot) 10x10	\$200.00	\$ 800.00
1 person plot (1/8 lot) 10x5	\$100.00	\$ 400.00

An additional recording fee is to be collected for each lot/plot purchased, to pay the cost of recording the deed with the County Recorder.

**RECORDS:** To be retained by Township

- 1.) Copy of deeds (original sent to owner after filing at County Recorder)
- 2.) Surveyed Map of cemetery, showing ownership of numbered plots – semi-annually and reported to the board in June/December
- 3.) Record of lots sold with names, addresses, amounts and dates
- 4.) Burial Records – as reported by funeral director

**PURCHASE PROCEDURE:**

After meeting with the Cemetery Sexton, a cemetery plot may be purchased from the Township Clerk. The Sexton or Clerk will then prepare the deed or title to the plot(s). After being signed by the Township Clerk and Town Board Chairman, whose signatures are notarized, the document is delivered by the clerk and recorded by the County Recorder for recording. The original is sent to the purchaser and a copy is kept in the Township records.

Proprietors or owners shall not allow interments to be made in their lots for remuneration, nor shall any transfer or assignment of any lot or any interest therein be valid without the written consent of the Township Board endorsed upon such transfer or assignment.

No interment of any body other than that of an immediate relative or heir of any lot owner should be made in any lot without the written permission of such owner filed with the Township Clerk and placed in township records.

**GROUNDS MAINTENANCE:**

**The sexton shall ensure the following as needed:**

1. Shrubs pruned and grounds raked and cleaned up
2. Grounds mowed once a month, or as needed.
3. Trees and shrubs planted at discretion of sexton.
4. Flowers and items left on grave sites:
  - a.) Must be placed near monument to facilitate mowing.
  - b.) Lawn care personnel may dispose of wilted or faded artificial flowers.
  - c.) Memorial Day – Memorials can be placed on graves May 15 and be removed June 15. Memorials interfering with lawn maintenance after June 15 may be removed at the discretion of the cemetery Sexton.

**MARKERS:**

1. Tombstones and flat markers are allowed on personal plots immediately adjacent to designated pathways in any part of the cemetery. Only one upright tombstone is allowed per individual plot.
2. Tombstones and markers must have a minimum of 6" wide and 4" deep concrete border at turf level to facilitate mowing.
3. No gravel or decorative rock is allowed around grave markers.
4. Tombstones and markers must be set on foundations and set so tops are level with the sod.
5. Tombstones and markers must be made of bronze, granite, marble, or other nonbiodegradable material.
6. Tombstones and markers should be installed under the supervision of sexton.

**GENERAL RULES AND REGULATIONS:**

1. Each 10x5 plot may contain a maximum of two caskets buried with a minimum of 36" of earth above the shallowest container to prevent upheaval from frost.
2. Each grave shall have a minimum requirement of a 3' width x 8 length and 5' deep grave vault. Wood is not an acceptable vault.
3. Burials in the SE quadrant of the SW quadrant of the cemetery may be allowed in accordance with "green" burial procedures and without a vault; provided permission is granted by the sexton prior to burial. (Block "C" Lot 15-16 Lot 17-18 and Lot 23-24)
4. All graves shall be leveled with the surrounding surface to facilitate mowing. All excess dirt shall be removed to a site designated by the Township.
5. Winter burials shall be permitted only at the discretion of the Funeral Director and then only if it will not disturb or otherwise adversely affect the adjoining plots.
6. Any additional costs or damages will be the responsibility of the person requesting the winter burial.
7. No picnicking, drinking, or shooting of firearms are allowed in the cemetery at any time, except for a military honor.
8. Dogs shall be on leash. All animal waste shall be removed by owner.
9. Cemetery shall be open for visitors between 6:00 a.m. and 8:00 p.m. seven days a week.
10. Grave digger is fully responsible for any damages caused in the process of digging a new grave.
11. The setting of new monuments is the sole responsibility of the monument company. Any damages which have incurred must be repaired at the monument company expense.
12. Cremated remains are permitted without a vault. Four urns are permitted per 10x5 plot. Urns shall have a minimum of 36" of cover. Each urn may be buried and marked separately. Flat markers made of non-biodegradable material may be used to identify separate urns in a plot.

**MISCELLANEOUS:**

This Cemetery Policy shall be reviewed and updated annually, if necessary, prior to the Annual Meeting.

No Lots or plots shall be sold in section A & D prior to 85% fill of sections B&C. All lots & plots in sections A&D shall be surveyed and properly marked prior to any sales.

APPROVED BY:

Donald Hazeman    03-18-2024  
Chairman, Eckles Township

ATTESTED BY:

Mary Lou Milender    03-18-2024  
Deputy Clerk, Eckles Township

Approved at the Eckles Regular Board Meeting held on April 16, 2024. Colleen Oestreich  
Colleen Oestreich, Clerk