

**GLADSTONE**



# **GLADSTONE FERNWOOD CEMETERY COMMITTEE MEETING**

Electric Department Conference Room - 10 North  
11th Street  
June 08, 2023  
10:00 AM

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## **MINUTES**

### **CALL TO ORDER**

#### **1. Roll Call**

**Present:** American Legion Representative, George Majewski; DPW Superintendent, Barry Lund; DPW Foreman, Joe Quinn; City Manager, Eric Buckman and City Clerk, Kim Berry

**Absent:** Funeral Directors from Anderson & Skradski Funeral Homes - Excused

Motion by Barry Lund, seconded by George Majewski to approve the Cemetery Committee Minutes of May 31, 2022

Motion by George Majewski, seconded by Joe Quinn to recommend approval of the proposed Fernwood Cemetery Rates 2023-2024 as presented:

	Fee Item	Resident	Non-Resident	Resident	Non-Resident	Notes
Plot Prices	One Plot	\$650.00	\$975.00	\$670.00	\$1,005.00	
	Family Plot	\$4,540.00	\$6,810.00	\$4,675.00	\$7,010.00	Eight Full
	Half Family Plot	\$2,400.00	\$3,600.00	\$2,470.00	\$3,705.00	Four Full
	Baby land Plot	\$120.00	\$180.00	\$125.00	\$190.00	
	Cremaains Plot	\$400.00	\$600.00	\$410.00	\$615.00	Two Urns

Opening/Closing Graves - Burial Cost**	Adult	\$675.00	\$1,010.00	\$695.00	\$1,040.00	
	Small Grave	\$325.00	\$485.00	\$335.00	\$500.00	
	Stillborn	\$325.00	\$325.00	\$335.00	\$335.00	
	Urn of Cremaains	\$325.00	\$485.00	\$325.00	\$500.00	
	Limb	\$325.00	\$485.00	\$325.00	\$500.00	

Additional Fees	Weekday	\$160.00	\$160.00	\$165.00	\$165.00	Effective 2:00 p.m.-3:30 p.m
	Weekends & Holidays	\$380.00	\$380.00	\$390.00	\$390.00	Full Burial
	Weekends & Holidays	\$225.00	\$225.00	\$230.00	\$230.00	Urn Burial
	Winter Storage	\$50.00	\$50.00	\$50.00	\$50.00	Burial at Fernwood
	Winter Storage	\$100.00	\$100.00	\$100.00	\$100.00	Burial another Cemetery
	Winter Burial	\$535.00	\$535.00	\$550.00	\$550.00	Full Burial
	Winter Burial	\$220.00	\$220.00	\$225.00	\$225.00	Urn Burial
	Set Veterans Marker	\$100.00	\$100.00	\$100.00	\$100.00	
Monument Foundation/Encase Marker	\$0.25	\$0.25			Per square inch measured from the outside of concrete	

Perpetual Care - included in plot prices above	Single Plot	\$100.00	\$100.00
	Family Plot	\$400.00	\$400.00
	Cremaation Plot	\$50.00	\$50.00
	Green Burial	\$20.00	\$20.00

*Perpetual Care must be paid in full before the burial on a family plot. When purchasing plots for a burial, the plot in which a burial will be made must be paid in full before the burial. The opening of the grave must be paid prior to the burial.*

- Up to 2 cremaains can be buried in a Green burial Cremaains Plot
- \*Resident Veterans will be charged 50% of opening & closing charge
- \*Veteran killed on active duty opening & closing burial charge is waived
- \*\*DHHS Assistance burials required to pay 50% of burial charge

**All markers and monuments shall have bases, which shall be 3" larger than the marker or monument on all sides**

**All foundations for monuments and benches will be installed by the city and charged accordint to current fee schedule.**

**MOTION CARRIED**

Motion by Barry Lund; seconded by Joe Quinn to recommend approval of the proposed Fernwood Cemetery Rules & Regulations as presented:

**FERNWOOD CEMETERY RULES AND REGULATIONS**  
**City of Gladstone**  
Commission Approval XXX

These rules and regulations are established to ensure a proper balance is maintained between the quiet, beautiful, and reposeful nature required of the final resting place for loved ones, while also providing for a variety of recreational uses.

**GENERAL REGULATIONS**

1) Visitors to the cemetery are reminded that the grounds are sacredly devoted to the interment of the dead and appropriate decorum in the cemetery is required. Appropriate decorum means that:

- a) No domestic animals shall be permitted to roam freely in the cemetery. Pet owners must clean up after their pets.
- b) No person shall carry or consume alcoholic beverages in the cemetery except in conjunction with established burial customs.
- c) Loud, boisterous language or music, other than ceremonial music, is not allowed in the cemetery.

2) The cemetery is closed at dusk and reopens at dawn.

3) Any section or part of the cemetery may be declared closed to the public by the Sexton:

- a) At any time and for any interval of time
- b) Either temporarily or at regular and stated intervals
- c) Merely for certain uses as reasonably necessary

4) Driving off established roadways within the Cemetery is prohibited, except for maintenance personnel. Funeral cars shall have the right-of-way over all other traffic. The maximum speed limit is 15 miles per hour.

5) No person shall perform any work within the cemetery except with the permission of and in accordance with the directions of the Sexton. Any person causing damage within the cemetery shall be liable to the City for such damage. Any person performing work in the cemetery without permission shall be liable to the City for the cost of restoring the cemetery to the condition that it was in before the work was done.

6) The City of Gladstone shall not be liable for any loss or damage caused by an act of God, common enemy, thieves, vandals, unavoidable accidents, the elements, subsidence, riots, or order of any military or civil authority to any grave space, family lot, nor for any loss or damage or bodily injuries sustained by any person or persons in the cemetery.

7) No person shall interrupt or disturb any funeral or memorial service.

8) No person, except a City employee, shall place any sign in the cemetery.

9) Persons visiting the cemetery or attending funerals are forbidden from:

- a) Picking flowers, wild or cultivated
- b) Breaking or injuring any trees, shrubs, or plants

c) Writing upon, defacing, or injuring any memorials or structures within the cemetery grounds

10) No private plowing of roads in the wintertime. Any damage done by such an action will be repaired and an invoice sent to the offenders.

## **LOT PLANTING & DECORATING**

1) The City of Gladstone reserves itself the sole right to plant and maintain all permanent plantings within the Cemetery. Lot owners desiring special permanent plantings on their lot shall make their request to the Sexton, who may permit such planting to be done at the owner's expense. Such planting shall immediately become the property of the City of Gladstone.

2) Any and all plantings that, in the reasonable opinion of the Sexton, interfere with cemetery maintenance, encroach upon an adjoining lot, or detract from the general appearance of the Cemetery may be pruned or removed by the City of Gladstone without advance notice.

3) Seasonal decoration placement shall adhere to the following schedule, or as dictated by weather conditions:

a) Summer decorations:

Not permitted prior to May 1st

Must be removed by October 1st (Fall Cleanup in October)

b) Winter decorations:

Not permitted prior to November 1st

Must be removed by April 1st (Spring Cleanup in April)

4) Seasonal decorations not removed in a timely manner will be collected and disposed of by the City of Gladstone without advance notice.

5) Rubbish, refuse and unused containers shall be deposited in facility waste receptacles. All compostable waste materials generated in the cemetery shall be placed in the compost pile located behind the maintenance garage.

6) Any planting baskets, wooden structures, hanging baskets, shepherd hooks or "trinkets" that, in the reasonable opinion of the Sexton, interfere with cemetery maintenance, encroach upon an adjoining lot, detract from the general appearance of the Cemetery, or pose a potential hazard may be removed by the City of Gladstone without advance notice.

## **MONUMENTS & MARKERS**

1) No person, including any professional monument worker, shall install or place any monument, benches without obtaining permission from the Sexton at least 48 hours prior to such placement.

2) No monument or bench may be erected on a lot which is not paid for in full.

3) New raised markers and benches must be set on a concrete foundation that is flush with the ground and extends 3 inches beyond the marker on all sides. Permitted Urns and statues must be placed on a concrete base flush with the ground and extend 3 inches beyond the base of the urn or statue.

As a guarantee of good work to lot owner, and protection of the interests of the City, Cemetery staff will excavate for and install foundations in the Cemetery at the expense of lot owners/monument companies, at a price as established by the current fiscal year fee schedule.

4) The City shall not accept delivery of monuments, benches or flush markers purchased by lot owners off the internet. Lot owners shall contract with a professional monument worker to place such monuments after obtaining permission from the Sexton at least 48 hours prior to said placement. Foundations for monuments and benches purchased off the internet will be placed by the City of Gladstone and shall be charged at the rate specified in the current fiscal year fee schedule.

10) These rules and regulations are not intended to violate any burial customs of any religion, and where any contradictions exist, exceptions to these rules and regulations may be permitted by the Sexton.

## **DESIGNATION OF RESIDENCY, LOT PURCHASES, PERPETUAL CARE, ASSIGNMENTS, TRANSFERS OR ABANDONMENT**

The purchase of a lot or plot does not transfer ownership of a parcel of property but is the transferring of the right of burial on the lot or plot purchased from the Cemetery to the lot or plot owner.

### 1) Designation of residency

- a) Any adult resident of the city.
- b) Any minor child of an adult resident of the city
- c) Any person who is a student in an institution of higher education and is a child of an adult resident of the city and who does not claim another residency.
- d) Any active member of the armed services who was a resident of the city prior to entering military service.
- e) Any resident of the city who moves into an assisted living facility, nursing home, or other such facility for care.

2) All grave spaces shall be sold subject to the rules and regulations in force or that may be adopted and to such changes of the rules as deemed necessary by the City Commission.

3) A grave space shall be defined as a parcel of land for the permanent disposition of the remains of a deceased human being. Every person who purchases burial rights in a grave space shall also be required to simultaneously purchase perpetual care. Perpetual care must be purchased on any (old) lots that do not have perpetual care before any new burials or new markers can be placed on lot. Upon payment in full at the rates specified in the current fiscal year fee schedule, certificates will be issued to the owner indicating the purchase of both burial rights and or perpetual care for the space in question.

4) No grave space may be purchased on installment. All spaces shall be paid for by check or in cash at the time of purchase.

5) Perpetual care shall be defined as the making of Cemetery capital improvements and all general cemetery maintenance, including but not limited to:

- a) Lawn mowing and raking at reasonable intervals.
- b) Fall and spring leaf and fallen branch collections.
- c) Pruning and removal of trees and shrubs.
- d) Maintenance of cemetery infrastructure such as:
  - i. Roadways
  - ii. Fences
  - iii. Irrigation pipes, risers, and sprinklers
  - iv. Buildings

6) Perpetual care shall in no case be construed as meaning:

- a) The maintenance, repair, or replacement of any monument or marker, except for the straightening and resetting of monuments deemed hazardous due to foundation failure.
- b) The planting of flowers or any other individual grave space adornment
- c) The reconstruction of any marble, granite, bronze, or concrete work on any family lot caused by:
  - i. The elements
  - ii. Vandalism
  - iii. Unavoidable accidents

7) Interment of the remains of any person other than the grave space owner or any member of the immediate family will be permitted only after written consent by the owner or authorized agent assigning such rights has been filed with the City.

8) Burial space ownership may be transferred to another person by registering the change with the City Clerk's Office, paying the applicable fee(s), and obtaining a new deed. (Note: Transfers from grandparents to children or grandchildren shall be without charge.) Any burial space bought under City residential rates and transferred to a non-resident must pay the difference in lot fees from the current fee schedule. A space transfer from a non-resident to a city resident will not be compensated for the difference in price.

9) Cemetery burial spaces are exempt from tax and cannot be seized on execution. No mortgage or other encumbrance can be given on any burial space.

10) A cemetery grave space owner who desires special attention for his lot, such as flower planting or monument cleaning, must plan for such care with a person not connected with the City of Gladstone.

11) It shall be the duty of the grave space owner to notify the cemetery of any change in post office address. Notice sent to a grave space owner at the last address on file in the cemetery records shall be considered sufficient and proper legal notification.

12) A person possessing a right to a space within a cemetery is presumed to have abandoned the

right if all the following apply:

a) During the past 60 years, the person possessing the right to the space or the person's authorized representative has not provided the cemetery owner or operator with an updated address for the purpose of contacting the person.

b) During the past 60 years, the person possessing the right to the space or the person's authorized

representative has not contacted the cemetery owner or operator and affirmed possession of the right in any of the following ways:

i) Requesting an interment or notifying the cemetery owner or operator of an interment under the right to the space.

ii) Requesting the installation of a memorial or notifying the cemetery owner or operator of the installation of a memorial under the right to the space.

- ii) Indicating or requesting a transfer of the right to the space to another person.
- iii) Making a payment to the cemetery owner or operator relating to the right to the space.
  
- v) Affirming in writing the possession of the right to space.

c) A memorial has not been installed at the cemetery under the right to the space.

d) Remains have not been interred at the cemetery under the right to the space.

e) Cemetery Regulation act 251 of 1968, or updated version will be used for presumption of abandonment.

### **VETERAN BURIALS**

Resident Veterans will be charged 50% of opening and closing cost. All opening & closing cost will be waived for any military service member killed while on active duty whether a resident or non-resident.

1) The City of Gladstone shall supply one (1) universal veteran flag holder and one (1) 12" x 18" American flag at no charge. Should a second flag holder be required, the requester shall be charged at the rate specified in the current fiscal year fee schedule.

2) Volunteers place one (1) universal veteran flag holder and one (1) 12" x 18" American flag at each veteran grave site prior to Memorial Day. Said flags remain in place until Flag Day when they are collected, repaired, and reused annually.

### **FERNWOOD CEMETERY COMMITTEE MEMBERSHIP**

Fernwood Cemetery Committee Membership consists of the following representatives.

- Two (2) City of Gladstone Employees
- Two (2) Funeral Home Directors (Anderson & Skradski Funeral Homes)
- Two (2) City of Gladstone Residents
- One (1) American Legion Member

### **MOTION CARRIED**

Motion by Joe Quinn; seconded Barry Lund to recommend approval of the proposed Fernwood Cemetery Green Burial Section Rules as presented:

## **Fernwood Cemetery Green Burial Section Rules**

*(Commission Approved XXX XXX)*

### **Purpose and Intent**

Green Burial Sections of the Fernwood Cemetery are dedicated to serving individuals and families who desire a natural burial, one in which they can return their bodies to the earth in an ecologically sustainable manner and where the burial grounds will be perpetually maintained as a natural woodland forest.

To honor these intentions, the rules for Green Burial Sections are very different from the conventional burial sections. Gladstone is committed to maintaining and managing the Green Burial Sections in the manner described by these rules, and burial space owners and their families are responsible for knowing and understanding these rules for funeral planning, burial, and memorialization.

While the City of Gladstone reserves the right to revise these rules if future circumstances should require changes, all due consideration will be given to respect the interests of space holders, the collective concerns of city residents, and the intention of keeping all rules consistent with sound principles of natural burial, ecological sustainability, and woodland forest grounds.

#### **All Burial and Memorial Materials Must be Natural.**

As detailed in subsequent rules, all burial and memorial materials must be natural and biodegradable. Burial space owners and their families should pre-plan carefully with their funeral director to assure compliance at the time of burial. They are also encouraged to select materials, including permanent grave markers, that are local, organic, and/or sustainable in origin.

It is understood that some natural burials will include non-biodegradable medical implants. Except where removal is required by law, the choice of inclusion or removal of internal, non-natural medical components is at the discretion of the space owner and his/her family.

The Green Burial Section is intended for full body, non-toxic natural burials that will experience natural decomposition and cremains. Conventionally embalmed bodies are not permitted.

#### **General Maintenance of Green Burial Sections**

Green Burial Sections will be generally maintained as natural woodland forest, as follows:

- Trees will be minimally managed to assure their best health and natural life cycles, including allowing leaves, branches, and deadfalls to decompose naturally. Diseased trees may be treated or removed to protect the health of the forest.
- No grass or ground covers will be planted, mowed, or otherwise maintained or permitted.
- Leaves will not be raked or removed, but instead allowed to decompose and naturally build the forest soil.
- Growth of native forest ground cover plants will be allowed to happen naturally.

#### **Maintenance/Care of Individual Spaces**



Individual spaces must also be maintained as natural woodland forest. Space owners and their families are expected to support the ecosystem in the following ways:

- Except when required by law (e.g., flags for veterans), all grave decorations and non-permanent memorials must be natural, biodegradable, and not significantly detract from the natural woodland forest setting of the burial ground. Items not in compliance will be removed by cemetery staff. Please ask cemetery staff for permission to place any items that may be objectionable due to their size or nature.
- Leaf litter and normal forest debris must be allowed to accumulate on top of graves to build the soil and support natural decomposition.
- No grass, shrubs, trees, plants, or permanent flowers may be planted on graves.
- Growth of native forest ground cover plants must be allowed to happen naturally on graves.
- Recently filled graves will simply be recovered with their existing leaf litter and may be left with a mound of soil on top to allow for settling over time.
- Sunken graves may be refilled up to ground level to assure pedestrian safety.

### **Permanent Monuments/Grave Markers**

Except when required by law, permanent grave markers in Green Burial lots are optional and neither encouraged nor discouraged. They are permitted as follows:

- All permanent monuments/markers must be flush with the ground.
- Only one marker is allowed per burial space, no larger than 2ft. x 3ft. in size.
- Markers will not be maintained by cemetery staff and may eventually be covered by the forest soil. However, families are permitted to maintain them for as long as they wish.
- It is recommended that lot owners and families consider using materials that are as local and/or sustainable in origin as possible.

### **Burial Preparations and Materials**

Because natural burial is significantly different from conventional burial and requires much tighter time and material constraints, it is essential that burial space owners plan with their funeral director and fully communicate the rules for burial preparation and materials to their family and friends. The following rules will apply:

- Green Burial Section lots are generally intended for non-embalmed bodies, but bodies embalmed with certified green/non-toxic/biodegradable fluids are permitted. Be sure to pre-plan carefully with your funeral director to determine if green embalming is likely to be needed and prepare accordingly.
- No vaults or grave liners of any kind are permitted.
- Sturdy containers for burials (untreated wood coffins, wicker or grass baskets, bamboo, or cardboard boxes, etc.) must be made of biodegradable materials. To minimize settling/sinking of graves, it is recommended that they be appropriately sized for the body with minimal empty space inside.
- Solid/sturdy containers must fit easily within the standard grave hole size of 3ft. X 7ft.
- Shroud burials using wrappings such as cloth, blankets, or quilts are permitted when they are made of biodegradable materials (but see special procedures/rules below regarding shroud burials).

- Conventionally embalmed (toxic) bodies are not permitted in Green Burial Sections. However, at the discretion of the Sexton, an exception may be made to this rule only when all the following four criteria apply:
  - The deceased already owned a lot in a Green Burial Section and had filed plans with his/her funeral director detailing clear intentions for a natural burial.
  - The deceased has a life partner or spouse who is already interred in an adjacent lot and the intention was to be buried alongside one another.
  - The body of the deceased conventionally embalmed outside of the control of the deceased, his/her family, or representatives (generally when ordered by authorities or required by law, such as embalming in the case of a body that could not be readily identified).
  - The conventional embalming of the body is not the result of elective changes in burial plans by the lot owner or his/her family, family disagreements, lack of prior planning, or other controllable circumstances.

Furthermore:

- All other natural burial rules apply, such as all biodegradable materials and no vaults.

### **Standard Burial/Interment Procedures (Warm Weather Season)**

During warm weather conditions (i.e., not winter), the following rules apply to opening/closing of graves and interment of bodies:

- The standard grave hole size will be 3 ft. x 7 ft. For burials requiring larger grave holes, advance notice to the Sexton is required.
- Grave depth will be in the range of 3 to 4 feet, at the discretion of the Sexton but respecting the desire for natural burials to be no deeper than necessary.
- Only cemetery staff will be permitted to dig graves and will use a backhoe and/or other machinery as needed.
- Because natural burials are vault-less, during periods of rain or wet snow cemetery staff and funeral directors will do their best to keep water from pooling in graves prior to burial but cannot guarantee complete dryness.
- Open grave sites will be "natural" in appearance at the time of burial. This means that grave soil will be piled openly on site, the forest floor and pathways may be uneven, wet, and/or muddy, and attendees must dress accordingly.
- Because section roadways are unpaved and inaccessible to hearses and ordinary passenger vehicles, delivery of burials to graveside will require capable pallbearers and/or alternative vehicles (e.g., 4-wheel drive trucks). Families and funeral directors are also responsible for addressing any/all accessibility needs of attendees.
- Burials employing just shrouds or insufficiently sturdy containers will require strapping the body to a trundle board for interment. Funeral directors are responsible for providing trundle boards and assuring that they are of appropriate size and strength and will easily fit into the standard grave hole size of 3 ft. x 7 ft. Trundle boards will remain in the grave at burial unless they can be easily and respectfully removed.
- Interment of all burials into graves will be conducted by cemetery staff using conventional equipment.
- Graves may be filled in by hand by attendees.

### **Special Rules for Winter Burial**

Wintertime burials are permitted in Green Burial Sections at additional costs, and every effort will be made to facilitate such burials when needed. However, given the tight timeframes for natural burial,

City of Gladstone cannot 100% guarantee this service in a timely manner. Space owners and their families should work closely with their funeral director to make clear plans that allow fast action in wintertime, and to plan for contingency measures that can be employed when delays are encountered, such as green embalming, freezing, or other methods of non-toxic preservation until burial is possible.

- During winter months, cemetery roads beyond the vault will not be plowed for passenger vehicles/hearses; and only clear enough snow for equipment access and delivery of burial to graveside with a 4-wheel drive vehicle.
- For attendee access to graveside families and funeral directors should assess current conditions and prepare with appropriate winter gear/equipment.
- In times of extreme winter weather, it may be necessary to disallow hand filling of graves and expedite the process with machinery.
- When bodies embalmed with certified green/non-toxic/biodegradable fluids must be stored in the winter for any reason or length of time, they will be enclosed in an additional container to assure health and safety.

# Fernwood Cemetery Green Burial Section Rules

\*\*\*\*\* Agreement \*\*\*\*\*

By signing below, I attest that I have received and read the above rules, procedures, and recommendations that govern my space(s) in the Green Burial Sections of Fernwood Cemetery and I agree to all terms as specified.

Space(s) \_\_\_\_\_

\_\_\_\_\_

(Name of Primary Owner, Printed)

\_\_\_\_\_

(Signature)

Phone and Address: \_\_\_\_\_

(Date) \_\_\_\_\_

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\_\_\_\_\_

(Name of Additional Owner, Printed)

\_\_\_\_\_

(Signature)

Phone and Address: \_\_\_\_\_

(Date) \_\_\_\_\_

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\_\_\_\_\_

(Name of Additional Owner, Printed)

\_\_\_\_\_


(Signature)

Phone and Address: \_\_\_\_\_

(Date) \_\_\_\_\_

**MOTION CARRIED**

Motion by Joe Quinn; seconded by Barry Lund to adjourn the meeting at 10:55 AM.



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Kimberly Berry, City Clerk