

RULES AND REGULATIONS (BYLAWS) OF THE MUSCODA PUBLIC CEMETERY

The Muscoda Public Cemetery shall be under the management of the Muscoda Village Board and is subject to the rules and regulations enacted by the Village Board.

Purchasing a plot gives the “right” to be buried in the Muscoda Public Cemetery, but the Village of Muscoda retains ownership of the property. It is important that individuals understand that due to human error there may be an error in the placement of burials or monuments, the exact location of a plot may not be exactly the spot they originally had anticipated. We make every effort to designate the correct location of a plot, but there are many factors which contribute to potential error such as, but not limited to, measuring errors, digging errors, and incomplete or inaccurate records.

A. GENERAL

Charges: (updated January 1, 2023)

- Grave site: \$650
- Traditional grave opening: \$650
- Cremation grave opening: \$300
- Frozen ground digging: \$50
- Locating plot: \$100
- Locating/marketing plot for burial: \$100
- Locating/marketing area for monument: \$100

Payment must be made in full at time of purchase.

No grave owner shall be permitted to sell or transfer their plot without the written consent of the Muscoda Village Board or Cemetery Sexton. Transfers or sales can be to family members or relatives only. All other sales must be to the Muscoda Public Cemetery. Record of the transfer of ownership is to be kept on the books of the Muscoda Public Cemetery.

All workmen employed in the erection of monuments etc., are subject to the control and direction of the cemetery management (Sexton).

B. BURIALS (updated 7-11-2023)

1. No person may open a grave site except the individual contracted by the Village to do so. Openings will be done 24 hours prior to the time of service, or at the discretion of the Village.
2. One traditional burial per grave site. See cremation section for more information.
3. Graves are 4 x 8 feet and must be dug 5 ½ feet deep.
4. Non-biodegradable outer containers are required for traditional burials.
5. No vault trucks allowed off blacktop areas when grounds are poor due to weather.

C. CREMATIONS (updated 7-11-2023)

- 1. A burial site may be opened for the purpose of burying one cremation on top of the existing burial vault.**
- 2. A maximum of four cremations are permitted per adult grave site where no regular burial has taken place.**
- 3. All cremation urns or containers must be non-biodegradable or placed in a vault for burial.**

D. MONUMENTS AND MARKERS

- 1. Monument companies must contact the Sexton to obtain approval before placing footings or monuments at gravesides and are subject to the control and direction of the Sexton. The Sexton will determine the location of the grave. There will be no placing of monuments, stones, or footings after hours or weekends unless previously arranged with the Sexton.**
- 2. All monuments must have a concrete base that extends out 4 ½ inches on all sides and cannot exceed the plot. Footings for any monument that exceeds 45 inches in height must have a concrete foundation of no less than 2 feet and cannot exceed the plot.**
- 3. If any monument, memorial or structure or any inscription placed on same is determined to be offensive or improper by the Village Board, the Board shall have the right to remove, change, or correct the offensive or improper object or objects.**
- 4. Maintenance cost of all monuments shall be the sole responsibility of the grave owner, or their heirs or assigns.**

E. GRAVE DECORATIONS

- 1. All decorative flowers whether real or artificial, must be placed in an urn, on a pipe type stand placed adjacent to the short side of the headstone. Urn stands must be of the single pipe variety. Tripod stands or shepherd hooks are not permitted. Only one urn per plot is permitted. Dead or faded flowers will be removed by cemetery grounds personnel.**
- 2. In instances where urns are a fixed component of the monument more than one will be acceptable.**
- 3. Decorations which are secured to the monument and that do not interfere with the mowing of the grounds will be permissible.**
- 4. Urns, flowerpots, loose flowers, or any decorations such as toys or wreaths are prohibited from being placed on the ground except for casket floral sprays and wreaths which may remain up to two weeks after a burial.**
- 5. Where the monument or gravestone is flush with ground, one small flower vase is permitted, but must be permanently attached to monument or its base.**
- 6. Lighting of any form is prohibited including solar lights, other than security lighting provided by the Village.**
- 7. Spading, cultivating and the planting of trees, shrubs or other plants is prohibited.**

8. Landscaping stones or materials such as bark or decorative stone are also prohibited.
9. During Easter and Memorial Day flowers or wreaths (less than 18 inches in diameter) may be placed on the ground at the grave sites 10 days before through 10 days after the holiday. Updated September 11, 2018: Decorations, flowers, or wreaths shall be secured to the ground at gravesites after November 1st and must be removed by April 1st of the following year or Cemetery personnel will remove and destroy.

F. MISCELLANEOUS

1. The cemetery will be closed from sunset to sunrise.
2. ATVs, UTVs, and snowmobiles are prohibited in the Cemetery.
3. Dogs, cats, and all other pets are prohibited in the Cemetery.
4. The consumption of malt beverages, liquor, and drugs is prohibited in the Cemetery.
5. Children under the age of 12 are not allowed to enter the Cemetery unless accompanied by a responsible adult, for the purpose of visiting a grave.
6. Any person who shall destroy, mutilate, or remove any monument, gravestone, building, or other structure placed in the Cemetery, or who shall destroy or injure any tree or shrub, or who shall be guilty of the theft of any plant, flower, or decoration from any grave other than his/her own, shall be fined for each offense.
7. The Muscoda Village Board has the right to amend or change articles of these rules and regulations when deemed necessary.
8. All cemetery records, transfers, lot sales, and any other record keeping shall be done by the Sexton who is determined by the Board.

These rules, regulations, and bylaws shall take effect and be in force upon passage. All previous rules and regulations relating to the operation of the Muscoda Public Cemetery are hereby repealed.

Adopted this 11th day of July, 2023.

The Muscoda Public Cemetery

/s/ Dorothy Hackl
Dorothy Hackl, Muscoda Village President