

PHILIPSBURG CEMETERY DISTRICT #1 BY-LAWS

THE PHILIPSBURG CEMETERY DISTRICT WAS CREATED BY THE PROVISION OF SEC. 9-201, REVISED CODES OF MONTANA, ET, SEZ., AND THE COUNTY COMMISSIONERS OF GRANITE COUNTY. HAVING DUELLY APPOINTED A CEMETERY BOARD TO ADMINISTER THE NEEDS AND OPERATION OF SAID CEMETERY. THE BOARD CONSISTS OF THREE MEMBERS WHOS SHALL BE APPOINTED FOR THREE YEAR TERMS, THE TERMS ARE ARRANGED THAT ONLY ONE BOARD MEMBER EXPIRES EACH YEAR. THE TERMS SHALL RUN FROM APRIL 1ST OF ONE YEAR TO MARCH 31 OF THE THIRD YEAR. THE ELECTED MEMBER OF THE BOARD SHALL BE THE CHAIRMAN FOR ONE YEAR. THE BOARD HAS THE RIGHT TO HIRE SUCH HELP AS IT DEEMED NECESSARY FOR THE PROPER OPERATION OF THE CEMETERY, SET WAGES, PRICE GRAVES AND THE CHARGES FOR PREPARING GRAVES.

1. THE FOLLOWING RULES AND REGULATIONS HAVE BEEN ADOPTED FOR THE OPERATION OF THE CEMETERY.
 - A. EFFECTIVE APRIL 1, 2017, THE PRICE OF EACH GRAVE SHALL BE \$275.00 THIS SHALL BE PAID AT THE TIME OF PURCHASE.
 - B. THE PRICE OF OPENING AND CLOSING GRAVES SHALL BE AS FOLLOWS:
 - I. \$100.00 FOR THE MEASURING 3 FEET TO 4 ½ FEET, AND \$200.00 FOR ALL LARGER GRAVES.
 - II. IF A STANDARD VAULT OR ROUGH BOX IS DESIRED AN EXTRA COST OF \$30.00 SHALL BE ADDED TO THE PRICE OF OPENING AND CLOSING GRAVES. THIS IS PAYABLE IN ADVANCE.
 - III. THERE IS TO BE A CHARGE OF \$100.00 FOR BURIAL OF ASHES IF THE FAMILY OWNS THE GRAVE OR \$100.00 PLUS THE COST OF THE GRAVE. THE ASHES ARE TO BURIED 3 TO 3 1/2 FEET DEEP.
 - IV. FOR A SATURDAY OR A HOLIDAY BURIAL A \$25.00 FEE WILL BE ADDED TO THE ORGINAL COST.
 - V. \$75.00 WILL BE PAYABLE TO THE CITY CREW AND \$75.00 TO THE TOWN OF PHILIPSBURG FOR THE USE OF THE MACHINE.
 - C. THERE SHALL BE A 24 TO 36 HOUR PERIOD OF NOTIFICATION FOR OPENING A GRAVE. NO BURIALS AFTER 4 PM. NO BURIALS ON A SUNDAY.
 - D. THE BOARD SHALL NOT AUTHORIZE THE SALE OF LARGE BLOCKS OF LOTS FOR FUTURE USE, UNLESS THERE IS SUFFICIENT EVIDENCE (SUCH AS GENERAL HISTORY, PERMANENCE OF RESIDENCE, FAMILY TIES, ECT.) THAT THESE LOTS WILL BE USED.
 - E. ALL CARS IN THE FUNERAL PROCESSION SHALL STOP IN THE DRIVEWAY ONLY.
 - F. GRAVE SITES SHALL CONFORM TO THE FOLLOWING CONDITIONS:
 - I. THE HEADSTONE SHALL BE CONSTRUCTED ON A CONCRETE BASE, ADEQUETE FOR THE SIZE OF THE HEADSTONE, AND SHALL EXTEND NOT LESS THAT FIVE INCHES OUT FROM THE BASE ON ALL SIDES. THE ONLY EXCEPTION TO+ THIS PROVISION SHALL BE VETERN'S GRAVES, WHICH SHALL COMPLY WITH GOVERNMENT SPECIFICATIONS.
 - II. THERE SHALL BE NO COPING ALLOWED ON NEW GRAVES.

- III. THERE WILL BE NO CONCRETE GRAVES OR CINDER COVERING OF GRAVES. THIS APPLIES ON NEW GRAVES SOLD OR RECONSTRUCTION OF OLD GRAVES.
- IV. THE BOARD HAS THE AUTHORITY TO REMOVE COPING FROM GRAVES THAT ARE A HINDERANCE TO THE CEMETERY GROUNDS.
- G. TREES AND SHRUBS SHALL NOT BE PLANTED WITHOUT PERMISSION FROM THE BOARD. THE WORKING FOREMAN SHALL DETERMINE THE LOCATION OF ANY SUCH PLANTING. THIS IS NOT TO DISCOURAGE THE PLANTING OF TREES AND SHRUBS, BUT TO SIMPLIFY MAINTENANCE OF THE CEMETERY.
- H. EVERY APRIL THE BY-LAWS AND OPERATING PROCEDURES SHALL BE REVEIWD.
- I. THE BOARD SHALL MEET MONTHLY TO CONDUCT BUSINESS APRIL THRU AUGUST IF NEEDED.
- J. THE BOARD SHALL HAVE FULL JURISDICTION OVER ALL MONIES RECEIPTED FOR THE CEMETERY.
- K. THE BOARD SHALL GOVERN THE PERPETUAL CARE FUND FOR THIS DISTRICT NO REFUND WILL BE PAID TO THE INVESTOR.
- L. THE BOARD WILL GOVERN THE MEMORIAL FUND FOR THIS DISTRICT.
- M. THE BOARD SHALL GOVERN THE ENDOWMENT FUND FOR THIS DISTRICT.
- N. IN PERPETUAL CARE SECTIONS, GRASS ONLY WILL BE ALLOWED ON THE GRAVES. TOMBSTONES SHOULD NOT BE MORE THAN 30 INCHES IN HEIGHT.
- O. THERE SHALL BE A FEE OF \$2.50 FOR ANY DUPLICATE DEED OR DEEDS WHICH HAVE BEEN PREVIOUSLY ISSUED TO THE PURCHASER.
- P. TRINKETS ARE THE RESPONSIBILITY OF THE DEED HOLDER. THE CEMETERY WILL NOT BE HELD LIABLE FOR SAID TRINKETS.
- Q. JOB DISCRPTION: WORKING FOREMAN
THIS POSTION OVERSEES ALL ASPECTS OF THE UPKEEP OF THE PHILIPSBURG CEMETERY DISTRICT #1. THE POSITION UTILIZES SKILLS TYPICALLY ACQUIRED THROUGH EXPERIENCE TO MAINTAIN DISTRICT CEMETERY GROUNDS. REQUIRES ATTENDANCE OF CEMETERY BOARD MEETINGS TO REPORT ON PROJECTS AND UODATES AS NEEDED. IN ADDITION, THIS POSITION PROVIDES SUPERVISORY DUTIES OF CEMETERY STAFF. (SEE ATTACHED JOB DISCRPTION).

APPROVED THIS DATE – APRIL 20, 2017

_____, CHAIRPERSON
