STEPS TO TAKE WHEN SERVICE IS NEEDED

- **STEP 1 Ordering a Grave Opening**

  A funeral director or other responsible party should contact Honeyville City Hall when a grave needs to be opened. City Hall can be reached at (435) 279-8425, during office hours Monday through Thursday 8:00 a.m. to 2:00 p.m. Friday 8:00 a.m. – Noon.

- **STEP 2 Providing Required Information**

  Information on the individual to be buried must be provided to Honeyville City Office. Information may be provided by a funeral director or family representative. Information Required: 1) The name of the deceased; 2) A genealogy sheet (two generations of the deceased; 3) The place of interment (obtained from the Cemetery master file, unless new purchase); 4) The location, date and time of the funeral services; 5) The name of the funeral director or mortician.

- **STEP 3 Grave Site Location**

  If at all possible, a family member or representative should meet with Honeyville City's Cemetery Sexton to determine the location of the grave plot if the deceased has a deed. If no deed can be provided, proof of ownership of a deed must be presented to Honeyville City office.

- **STEP 4 Payment of all Fees**

  Payment of all fees for the grave opening and closing must be paid before a grave can be ordered opened by the Cemetery Sexton. If a deed must be purchased before the burial, all fees for the deed must be paid in full before the grave can be opened.

- **STEP 5 Placement of Marker or Monuments**

  The placement of all markers or monuments will be the responsibility of the owner of the deed, family member or heirs. All markers or monuments are personal property of the owner of the deed, family or heirs.

INTRODUCTION

All work in the Cemeteries, including, but not limited to, interments, disinterment, planting, landscaping, grading, record keeping, placement of grave markers, grounds keeping, construction and all maintenance, improvements and beautification of the grounds will be done under the supervision of the Sexton and City Councilmembers assigned to parks and cemeteries.

The rules and regulations governing the Cemeteries provide for an orderly, well groomed, quiet sanctuary. To achieve and maintain that status requires a joint effort between the Cemetery staff and Cemetery patrons. Those persons owning rights to burial, and shoe who have deceased loved ones interred within the Cemeteries, need to be aware of the policies that regulate activities so there is no misunderstanding or problem.

Any questions regarding these policies, or requests not covered by policy, can be discussed in person at Honeyville City Hall, by letter to Cemetery Sexton, PO Box 142 Honeyville UT 84314, or by calling (435) 279-8425. City Hall Office hours are Monday through Thursday 8:00 a.m. to 2:00 p.m. Friday 8:00 a.m. – Noon., closed holidays.

HISTORY OF THE HONEYVILLE CEMETERY

In April of 1919, B.H. Tolman and Sons Company, represented by Eliza B. Tolman, President, and Emma Tolman, Secretary, sold approximately 3.5 acres of property, for the sum of two hundred dollars ($200.00), to Honeyville Town for use as the Honeyville Cemetery.

The first recorded Certificate of Burial was issued to George T. Rogers and his heirs in December of 1929.

In July of 1978, in a property trade with Russell J. and Minnie E. Tolman, Honeyville Town acquired 1.69 acres of ground just east of the original Honeyville Cemetery. Most of this property has been improved and is used for burial plots today.

In July of 1979, Garth Chlarson Burt, representing Harold Wight and Donna Rae Chlarson Burt, donated to Honeyville City approximately one acre of property just south of the existing cemetery. This property is currently in the process of being developed for the sale of burial plots.

HISTORY OF THE CALL'S FORT CEMETERY

In 1855, the property which is now Call's Fort Cemetery was being grazed by cattle owned by Anson Call, who claimed about one thousand (1,000) acres in the area. Five years later, Call moved to Bountiful, Utah, and sold his holdings to his brother-in-law, Chester Loveland.

Upon Loveland's death and the settlement of his estate, Thaddeus Wight became the owner of the ground where the Call's Fort Cemetery is located. Wight donated just over five (5) acres to the Harper Corporation of the Church of Jesus Christ of Latter-Day Saints. The exact date of this transaction is unknown.

In 1953, Honeyville Town annexed that part of the area known as Harper Ward into the town limits and provided it with culinary water. On May 31, 1958, Joseph L. Yates, the bishop of the Harper Ward, turned the property, maps, and records of Call's Fort Cemetery over to Honeyville Town for the sum of ten dollars ($10.00).

The cemetery grounds have been improved with the planting of trees. Burial plots in this cemetery are available.

FEES

CEMETERY FEES

Fees for services are set by resolution of the City Council and are changed from time to time as needed. A current fee schedule is available at Honeyville City Hall. Fees for Saturday and holiday burials are greater than the regular rates as set by resolution of the City Council.

BURIAL RIGHTS

The Honeyville and Call's Fort Cemeteries are public parks and will remain so as long as Honeyville City exists. Only permissive burial rights are sold; the city retains title to the Cemetery property. A deed will be issued to each purchaser after fees are paid in full.

Deeds are conveyed to the persons named therein. Burials by or of the executor or family representative, after the original parties named on the deed have deceased, require the permission of all living heirs, in writing, on forms supplied by the Honeyville City Clerk/Recorder.

The Cemetery master file is considered the correct record. Any discrepancy between the master file and the deeds for burial rights will be considered a clerical error on the deed. The city reserves the right to recall, correct and reissue corrected deeds.

TRANSFER OF BURIAL RIGHTS

Owners of burial deeds may transfer their burial rights to other parties by filling out and signing forms provided by the Honeyville City Clerk/Recorder. Payment of transfer fees as set by resolution of the City Council is required before a new deed is issued. When possible, the original deed should be returned to the City Clerk/Recorder.

Transferring deeds is considered to be a family planning issue. These burial rights can be transferred while the purchaser is still alive by going to City Hall and requesting or by showing a notarized request from the owner. After the purchaser has passed away the rights may still be transferred by the individual but must show proper authorization from the family or the courts to do so. The family will have one year after the original owner has passed away to have the burial rights transferred to a new deed. If the transfer does not happen within this time frame the burial rights revert back to city ownership.

UNUSED BURIAL PLOTS

Burial plots that have been unused, and/or have no written notices or claims, or show of interest in, for more than sixty (60) years, will be reclaimed by the Cemeteries. Every effort, practically and legally, will be made to find the owner of legal heirs before the plot, by lawful means, is reclaimed.

If a deed or title or right to a reclaimed plot is presented later, the legal holder is entitled to be compensated at the buy-back price established by resolution of the City Council. All proceeds from the resale of reclaimed property will be placed in the perpetual care fund.

PURCHASE OF UNUSED PLOTS BY THE CITY

The city may buy back unused plots, when directed by the owner at the buy-back price of original purchase price. Their deed, or other documented proof of ownership, must be given to the Honeyville City Clerk/Recorder before the transaction can be completed.

RECORD RESEARCH

Copies of the Cemetery records for research, historical or genealogical purposes will be available upon payment of copy fees, which are set by resolution of the City Council.

BURIALS

ORDERING A GRAVE OPENING

The funeral director or other responsible party can arrange for a grave opening. The required permits need to be completed and fees paid. The information required is: 1) the name of the deceased; 2) the place of interment (obtained from the Cemetery master file, unless new purchase); 3) the location, date and time of funeral services; 4) the name of the funeral director or mortician. Contact the Cemetery Sexton by telephone or in person at Honeyville City Hall.

Proper and complete information is required for accurate record keeping. No person, except the owner of the burial rights on a lot, will be buried on that lot, unless a form provided by Honeyville City Office has been signed by the owner or legal heirs to those rights giving permission for the use of the lot. The permission slip must be turned in before the grave is opened and will be kept by the city as a permanent record, Burial Permits will also be kept by the city as a permanent record.

It is strongly recommended and suggested that a family member or descendent of the deceased meet with the Cemetery Sexton in the Cemetery to determine where the grave will be located.

HOURS FOR BURIALS **This is not new – was already in the policy but has not been practiced.**

Burials are accepted from 8:00 a.m. to 3:30 p.m. daily at the Cemeteries. An additional fee will be assessed for burials after 4:00 p.m. No burials will be accepted on Sunday or on the holidays of Christmas, Thanksgiving or Memorial Day, unless it is a state of emergency as declared by the City Council.

BURIALS PER GRAVE

It is normal practice to allow only one burial per space.

INFANT AND CREMATION BURIALS

Special arrangements can be made for the interment of infants and cremations; more than one can be accommodated per full grave space. A fee will be assessed by resolution of the City Council for such burials.

VAULTS

Vaults are required for all burials. Vaults should be of concrete, steel or other structurally sound material as approved by the Sexton or by the State.

PLACEMENT OF GRAVES

By convention, burial spaces are laid in rows with the head of the grave at the west and the foot to the east. Individual grave plots usually measure four (4) feet wide and ten (10) feet long. Traditional burial custom has the wife placed to the left side of the husband; however, placement is a matter of choice. The Sexton will help in the decision as needed.

DISINTERMENTS OR EXHUMATIONS

Cemetery grounds are sacredly devoted to the interment or repose of the dead. When disinterring or removing remains for the Cemeteries is necessary, compliance with all applicable State of Utah laws is required. The Sexton will schedule and direct the exhumation after applicable fees, which have been set by resolution of the City Council, have been paid. Consultation with a funeral director is recommended for this procedure.

MONUMENTS AND MEMORIALS

OWNERSHIP AND RESPONSIBILITY

Headstones are personal property. All monuments within the Cemeteries are the property of lot owners, their heirs or the responsible party that ordered and placed them at the grave site. All care and upkeep of the monuments are the responsibility of the owner. The Cemeteries are maintained by City crews who exercise great care in keeping the grounds groomed. The city will not be responsible for inadvertent scratches and chips that occur from routine maintenance. Such happenings are a condition that goes with the privilege of placing a marker in the Cemeteries.

REQUIREMENTS

All headstones or markers must have a concrete border six (6) inches wide installed flush with the surface of the lawn. All permanent vases must be attached to the monument; the stone base must be cast into the six (6) inch concrete border or mow strip. No open holes in the concrete border or mow strips will be accepted as flower vases. No vases, separate from the memorial, will be permitted. Memorials will be placed in an orderly manner in pre-designed rows as directed by the Sexton. With the approval of Sexton, flat markers, level with the ground, may be installed between established rows. No flower vases or containers, permanent or otherwise, will be permitted on these markers. Only one raised marker is permitted per grave. Family monuments must comply with this regulation.

SIZE OF MONUMENTS

Any monument must be placed within the boundary of the grave or graves of the owner in conformity with established rows. Raised markers in the same rows must be a minimum of twenty (20) inches apart, unless a concrete base is extended between them. Raised monuments in adjacent rows must be a minimum of six and one-half feet (6' 6") apart unless special arrangements are made with the Sexton. Monuments shall not exceed 40 inches in height nor be wider than 28 inches, including the concrete base. Single headstone length shall not exceed 40 inches in length, including the concrete base and double headstones shall not exceed 72 inches in length, including the concrete base. ~~If the Sexton determines that a newly place monument is oversized and interferes with sprinkler irrigation the owner will be charged for the necessary modifications to the sprinkler system.~~ Monument guidelines are in place to allow proper maintenance and sprinkling of the cemetery.

INTERFERENCE WITH EXCAVATION

The owner or responsible party is responsible for the removal and replacement of a marker that must be moved for the excavation of a grave, or for the expenses of such services if contracted. If the owner or responsible party wishes, the City will arrange for the service with a local monument dealer at the owner's expense.

RECOMMENDATIONS

It is strongly recommended that family members or deed holders consult with the monument manufacturer on monument materials suitable for the conditions at the Cemeteries. Markers are subject to temperature extremes, snow, ice, sprinkler irrigation water and occasional nicks and chips from mowing equipment. It is recommended that raised markers have a rough nosed base or edge rather than a polished smooth surface.

VETERAN CROSSES

Veteran's crosses are available from local veteran groups to be installed in or on the permanent cement base of a monument. Upkeep and maintenance are the responsibility of the monument owner. The Cemetery staff will repair crosses damaged due to general maintenance.

PLANTING OF FLOWERS, TREES AND SHRUBS

A city ordinance prohibits the planting of any flowers, trees or shrubs in the Cemeteries without the permission of the Sexton. The Sexton will designate an appropriate planting area for any such donation or gift. The City Clerk/Recorder or Sexton can provide a list of acceptable types of trees and shrubs upon request.

OBSTRUCTIONS

No fences, foot markers, shepherd hooks or other obstructions or installations, except a headstone or monument, will be permitted in the Cemeteries. Small fences, foot markers and shepherd hooks may be installed withing a six (6) inch concrete mow strip attached to the headstone or monument, with the approval of the Sexton.

DECORATIONS

FLOWERS ON NEW GRAVES

The cemetery crew will remove decorations or flowers on new graves after seven (7) days. Special flower mementos should be removed by the family at the conclusion of services. After the grave is closed, the casket spray will be placed on the grave. Other flower containers and wreaths are laid down in an orderly fashion around the casket spray with the containers extending outward. Flowers are laid down to prevent them from being blown around the Cemeteries by the wind.

FLOWER POLICY

Properly displayed flowers add to the beauty and character of the Cemeteries. Flowers are allowed throughout the year. However, Honeyville City and the Cemetery staff will not be responsible for flowers or other personal property left in the Cemeteries. Be aware that on occasion uncaring individuals have removed expensive flower arrangements and other decorations without patron or staff knowledge or consent.

All flowers, real or artificial must be placed in a container or attached to the headstone or monument. Flowers in movable containers must be placed on the headstone or monument base to ensure easy access for grass cutting. **No** glass containers are permitted. Any objects to be driven into the ground, such as wires, irons, sticks or pegs are **not** permitted. Any object or decoration not in compliance with these regulations will be removed

immediately upon discovery. Flowers on monuments between designated rows are not permitted except on Memorial Day.

GENERAL SPRING CLEAN-UP

All flowers and decorations in permanent containers, that are wilted or damaged by the weather, will be removed during the last week of March and the first week of April or before the Easter weekend each year. All flowers and decorations removed by the Cemetery crews are disposed of. Patrons that bring in decorations intended for use during the entire year are encouraged to wait until the spring cleanup is completed. Throughout the summer, any unsightly or wilted flower decorations, as determined by the Sexton, will be removed to maintain the beauty of the Cemeteries.

MEMORIAL DAY POLICIES

Cemetery crews begin preparation for Memorial Day the Monday prior to the holiday. Preparations, including mowing, trimming, weeding and watering usually take most of the week to complete. Sprinkler irrigation is discontinued from late Thursday afternoon through the end of Memorial Day to allow for the placement of decorations. The flower regulations, as listed above, will be strictly enforced. The clean-up of the Cemeteries will begin the Monday morning following Memorial Day. Anyone desiring to pick up their flowers, wreaths or decorations should do so prior to that Monday. Any person or persons picking up decorations which are not their personal property will be reported to the Box Elder County Sheriff's Department.

CONCLUSION

Please help the City keep the Honeyville and Call's Fort Cemeteries the sacred and hollowed sanctuaries that they are. Please report any problems or vandalism to the Sexton (435) 230-0646, Honeyville City Hall (435) 279-8425 or the Box Elder County's Sheriff's Office (435) 734-3800.

CEMETERY FEES

SERVICE:	RESIDENT:	NON-RESIDENT:
Grave Plot	$700.00	$1,800.00
Grave ½ Plot (For Plots Specified as ½ Plots)	$350.00	$900.00
Opening & Closing	$700.00	$1,100.00
Saturday & Holiday Burial	~~$900.00~~ $1,000.00	~~$1,300.00~~ $1,400.00
After Hours Burial (After 4:00)	$1,000.00	$1,400.00
Transfer Fee	$50.00	$50.00
Grave Relocation/Exhumations	$1,500.00	$1,500.00

Limit any one individual purchase of eight (8) plots.

DEED OWNERSHIP

All burial plot ownerships with deed will be transferred within one year of the passing of the existing owner of the deed. If the deed has not been transferred within one year; the burial plots revert back to city ownership.

RESIDENT DESCRIPTION

Someone who lives in or owns property in Honeyville City and pays property taxes. Proof will need to be provided by producing a utility bill or proof of property tax payment.