

**MEETING NOTICE:  
CEMETERY BOARD FOR VILLAGE OF WINNECONNE**

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Meetings can be accessed via phone by dialing 571-317-3112 and entering access code; 250-217-909

**Thursday, September 10, 2020 @ 3:00 p.m. at Village Hall Municipal Center – Annex Room, to consider;**

Call to Order  
Public Participation  
Communications  
Approve Minutes from August 10, 2020  
Operations Report – DPW Kirk Ruetten

**Old Business**

Cemetery Rules Procedure for Above Ground Cremains

- Discussion
- Recommendation

Tree Removal and Stump Removal prices

- Discussion
- Recommendation

**New Business**

**Confirm next meeting date and adjourn**

Kirk Ruetten  
Public Works Director

Pursuant to WI State Statute 985.02(1)(b); notice is hereby given that Village Board Members may also be present at this meeting for informational purposes.

Cemetery Board meeting was called to order at 10:02 am on Thursday, August 13, 2020 by Louis Metzlig.

Members present: Metzlig, Foster, and Angell.

Members absent: Mashak and Fischer

Also present: DPW Kirk Ruetten CT Jacquin Stelzner,

**Public Participation** – None

**Communications:** - None

**Approve Minutes from June 13, 2020**

MOTION by Foster, seconded by Metzlig, to approve the Cemetery Board Minutes from June 13, 2020 as amended. Carried by voice vote.

Fischer – present.

**Operations Report – DPW Kirk Ruetten**

- Mowing has slowed down so we can catch up.
- General maintenance and burials.
- One item on agenda.
- Twin Cities has come in and did about 10 – 12 monument repairs have been completed. About \$600.00.

**Old Business:** - None

Fischer – Representing Cemetery Board on Style show with part of proceeds going to helping Cemetery to aid in the repairing of stones. Postponed twice due to COVID – trying to figure out if it is possible to have Sept 19<sup>th</sup>. Most likely be postponed until spring.

Introduced Brian Peterson, Field Supervisor

**New Business:**

**Cemetery Rules Procedure for Above Ground Cremains**

- Discussion  
Talked with Jon and Jerry from Twin Cities. Kelly brought us Neenah’s policy to review.
- Kelly – met with Rob Stark at cemetery to put in Mr. Benedicts remains – concrete over top. Nice to see what happens.
- Doing case by case now. Consider changing rules and procedures to allow without cemetery board approval each time. Currently require a concrete or granite type vault.

- Foster – do we want to look at that. DPW Ruetten would not recommend – easier for us require a vault.
- Foster – with a large stone – how many cremains. DPW Ruetten, we currently allow one full burial or two cremations per lot.
- DPW Ruetten – reviewed Neenah’s. Addressing placement of urns in monument. Does the \$150 fee cover our cost. . . essentially a recording fee. Not sure if the monument company charges the owner a fee also?
- Kelly – reviewed Benedict burial. Like the idea of someone from the cemetery present. Foster agrees.
- Recommendation – DPW Ruetten to put before Emily and bring back next month.
- DPW Ruetten – do we want to require a particular material/type of monument.
- Foster – initially approve material because of the newness of the concept.
- Ruetten – work with monument company – should say approved by cemetery board.
- Kelly – still keeping two cremains per grave lot - there would still be room for an underground burial. It will eventually come up.
- Foster – let’s review on a case by case basis for number of burials also.

#### **Monument Removal for Kaul**

- Discussion
  - o Reviewed by DPW Ruetten. Existing monument to be removed to place new one with the cremains in the monument.
- Recommendation

MOTION by Foster, seconded by Metzgi, to approve the removal of the Steven Kaul monument located on the East-half of Lot 56l, Block 12, Replat of First Addition. Carried by voice vote.

#### **Monument Removal for Kraeger**

- Discussion
- DPW Ruetten – we may want to establish a process (paperwork) for monument removal.
- Recommendation

MOTION by Foster, seconded by Fisher, to approve the removal of the Kraeger monument located at Grave #37 and #38, Block 11 Section C in the John White Memorial Section by G Reinke company. Carried by voice vote.

#### **Tree Removal and Stump Removal Prices**

- Discussion
  - o DPW Ruetten – do have two ash trees that would asked to be removed. Stump grinding those ash trees. \$2750.00. \$800 for stump grinding.
  - o Another ash tree and a cedar stump.
  - o Waiting for another quote from another company.
  - o Foster – when would you like done? Ruetten – this fall. Would like to get done at the same time for better pricing.

- Angell – who do you contact. Would get quotes from anyone who is insured and bonded . . if you have any suggestions please let me know.
- Fischer – what is the extra fee – that is grinding the cedar stump . . the village crew removed the tree . . . but the stump remains.
- Ruetten – total cost to cemetery 6050, two big ash trees, one small ash tree, and four stumps. No decision needed right now. Still waiting for more quotes.
- Recommendation

Kelly – potential question. Near Immel’s grave lot, there is a temporary grave marker for a cremation burial – a graduate from Winneconne who wanted to be buried here. He left \$170,000 in a scholarship fund but has a temporary grave marker. Call into Oshkosh Area Community Foundation – a friend of the deceased is willing to work with us. Will also talk to Winneconne Area Community Foundation. Talked to Twin Cities. Who would we have to contact to authorize anything for a marker – just a marker permit. We could waive the marker permit fee if needed.

**Confirm next meeting date and adjourn**

Louis would prefer meeting times at 8:00 or 3:00 or Noon. No Wednesdays for Mrs. Fischer.  
Louis – 2<sup>nd</sup> Thursday of month at 3:00. September 10 at 3.

MOTION by Foster, seconded by Angell, to adjourn. Carried by voice vote.

**11:00 a.m.**

Jacquie Stelzner, Secretary  
Winneconne Cemetery Board



# VILLAGE OF WINNECONNE

*The Community of Opportunity*

30 South First Street - P.O. Box 488 - Winneconne, Wisconsin 54986-0488 - 920-582-4381  
www.winneconnewi.gov

## **POLICY**

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**DATE:** 15 September 2020      **EFFECTIVE DATE:** Immediately  
**TITLE:** Placement of Urns in Private Mausoleums and Monuments  
**ISSUER:** Cemetery Board of the Village of Winneconne  
**COVERAGE:** John White Memorial Addition and Winneconne Cemetery  
**AUTHORITY:** Wis. Stat. § 157.111  
**DURATION:** Indefinite  
**SYNOPSIS:** Provides the procedure for families to place urns in private mausoleums consistent with state law and provides for a penalty for owners who do not follow the policy.

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### **INTRODUCTION**

Winneconne Cemetery is owned and maintained by the Village of Winneconne for the benefit of all citizens. It was founded in 1871 by the Winneconne Cemetery Association which conveyed the cemetery property and trust funds to the Village in 1962. The Cemetery Association made several additions to the original plat between 1871 and 1962. There have been two additions under Village ownership: the John M. White Addition in 1969 and a two-acre land purchase in 1992, which had not been developed and sold for development in 2017.

The rules and ordinances allow the construction of vaults and mausoleums through permitting in accordance with the established rules and regulations. Currently the Cemetery rules and ordinances do not allow above ground cremains except in mausoleums. In addition, the construction plans for vaults and mausoleums shall be approved by the Cemetery Board before a construction permit is issued by the Village.

### **POLICY**

Any person wishing to place an urn in the Winneconne Cemetery, whether in a mausoleum, outside a mausoleum, at a grave monument, or anywhere else within the cemetery, must contact the cemetery authority to receive permission for such placement. The cemetery authority will record the name and information of the deceased and arrange a time for the urn to be placed. A fee of \$150.00 will be charged for the second cremains in an urn being placed in the cemetery. No urn may be placed in the Winneconne Cemetery unless a representative of the cemetery authority is present and assist in the placement.

In the event that the cemetery authority finds an urn that has been placed illegally without permission from the cemetery authority, the cemetery authority will remove the urn and place it in a vault until such time as the owner files the proper paperwork and pays the administrative fee. Pursuant to Wisconsin Statute 157.64, any person who places an urn in the Winneconne Cemetery without the cemetery authority's permission may be fined not more than \$200 for each offense. Each day of continued violation constitutes a separate offense. The cemetery authority will take reasonable steps to attempt to contact the owner of the urn to have it properly placed before pursuing fines.

Amendment to of the Village of Winneconne Ordinance Section 273-8-A(6):

Section 273-8-A(6) shall be deleted in its entirety and replaced with the following:

(6) Aboveground burials are allowed only according to Sub-section C of this Section.

Amendment to of the Village of Winneconne Ordinances Section 273-8-C(4):

Section 273-8-C(4) shall be deleted in its entirety and replaced with the following:

C. Cremains.

(1) Internment of cremains are arranged through the Clerk-Treasurer's office during regular business hours. Any internment of cremains shall be approved by the Cemetery Board. Cremains will be interred at the current Fee Schedule. No Cremains shall be interred or placed in the cemetery unless a representative of the Cemetery Board is present and assists in the placement. If cremains have been placed in the cemetery without permission, a representative of the Cemetery Board shall remove the cremains and place them in a vault until the owner pays the required fee and receives approval for the internment of the cremains. Pursuant to Wis. Stat. § 157.64, any person who places cremains in the cemetery in violation of this ordinance or state statute may be fined not more than \$200.00 for each offense. Each day of continued violation constitutes a separate offense. A representative of the Cemetery Board will take reasonable steps to attempt to contact the owner of the cremains to have it properly placed before pursuing fines.

(2) Cremains must be disposed of in a respectable way. Scattering or dispersal of cremains over public grounds is not allowed. Two cremains may be buried in a single grave space. One cremain may be buried in a crematorial grave space. Cremains may be interred above the ground in an appropriate monument or headstone, if approved by the Cemetery Board.

(3) Disinterment of cremains requires permission of the Village Cemetery Board.

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