Alva Cemetery Rules and Regulations

1. That no trees or shrubbery shall be planted upon any lot without first obtaining the written approval of the Cemetery Board or their successors’ and that no trees or shrubs shall be cut or removed from any lot except upon the written approval of the Cemetery Board.

2. The Cemetery Board or their successors in office may at any time remove any trees or shrubs planted and growing on any lot if in their opinion such trees or shrubs are inconvenient or dangerous to person using other parts of said Cemetery, or if said trees or shrubs interfere with the free use of other lots, avenues or pathways in said Cemetery.

3. That no earth shall be removed from any lot or from any pathways or avenues, contiguous or adjacent thereto, without the written consent of the Cemetery Board.

4. No lot shall be sold without the perpetual care. Purchasing a lot includes burial rights only.

5. No roping, curbing, fencing, hedging, grave mounds, borders or enclosures of any kind shall be allowed on or around any lot or grave. The board members reserve and shall have the right to remove the same if so erected.

6. When the flowers are removed by the superintendent, in any manner he sees fit unless specific instructions are given to him for the preservation, may dispose floral frames, supports, baskets etc. In no case shall the superintendent keep the frames or baskets for more than one week. Any flowers/vases attached to the headstone will be left undisturbed.

7. Everybody buried in a lot or single grave must be enclosed in a metal or concrete vault.

8. No vehicle shall be left blocking any driveway or avenue.

9. The Cemetery Sexton shall remove winter flower arrangements after March 31st and decorations placed out for Memorial Day will be subject to disposal one week following Memorial Day. Fall flower arrangements are subject to removal after November 1st. Any flowers/vases attached to the headstones will be left undisturbed.

10. No open planting.

11. No memorial, monument, markers or shrubs shall be placed upon any lot, which has not been completely paid for, government markings excluded.

Adopted on 03/08/2017
12. Monuments on single graves are acceptable as long as they are not longer than two feet wide.

13. The Cemetery Department shall not be held responsible for any mistakes from lack of precise and proper instructions as to a particular space, size and location in lot where interment is desired.

14. The Cemetery Department reserves and shall have the right to correct any errors that may be made by it in making interments, disinterment or removals or in the description, transfer or conveyance of any interment rights or property, either by canceling such conveyance and substituting and conveying in lieu thereof interment property or burial rights of equal value and similar location as far as possible or as may be selected by the Cemetery. In the even such error shall involve the interment of the remains of any person in such burial rights or property the Cemetery reserves, and shall have, the rights to remove and/or transfer such remains so interred to such other property or burial rights of equal value and similar location as may be substituted and conveyed in lieu thereof. The Cemetery will not be responsible for any errors made by any improper inscription on any memorial.

15. Any vehicle driving over any mowed surface will be liable for any damage caused, including wheel ruts.

16. These rules and regulations are made by the Cemetery Board and are subject to change at any time and from time to time without notice.

17. The City of Alva shall have the authority to set up a false burial site or delay burial for graveside services if it is determined that adverse weather or ground conditions would prevent a clean entry and exit of cemetery equipment to the correct burial site or prevent a proper burial at the time of interment or could cause injury to city staff.

Adopted on 03/08/2017
March 28, 2017

On March 8, 2017 the Cemetery Board met on and approved the Alva Cemetery Rules and Regulations, a copy of which are attached. On March 16, 2017, staff met with Alva Funeral Directors, Alan Wharton and Bill Marshall to discuss concerns they had with number 17 of the approved rules and regulations.

"The City of Alva shall have the authority to set up a false burial site or delay burial for graveside services if it is determined that adverse weather or ground conditions would prevent a clean entry and exit of cemetery equipment to the correct burial site or prevent a proper burial at the time of interment or could cause injury to city staff."

The major concern of the Alva Funeral Directors was the City staff would use unreasonable judgement on the determination of entry and exit of cemetery equipment to the correct burial site and cancel services. City staff explained that under no circumstance would the City cancel a funeral service, but there could be circumstances where it would be more prudent to have the service in the pavilion verses grave side.

Some examples of times it would be more prudent to have the funeral service in the pavilion verses grave side are as follows:

- It would cause harm or possible injury to city staff or the public;
- It would cause damage to city equipment;
- It would cause undue damage to city property or unduly disturb existing grave sites.

If one or more of these conditions prevent entry to the grave site the City would ask for reasonable accommodations, which could include performing the service at the pavilion and postpone the burial until condition(s) are elevated. Under no circumstance would reasonable accommodations be requested without communication with the Funeral Director as to the reason and staff would not be making such a request due to minor inconveniences.

The City’s stance would be these instances are going to be far and few between and staff cannot think of a time in the recent past when it would have been necessary to relocate a funeral to the pavilion.

Joe Don Dunham,
City Business Manager

“My mission is to enhance, support, and encourage the City which I serve, while communicating and demonstrating effective leadership through my actions.”