

Oak Hill Cemetery

Rules and Regulations

General Management

- 1.01 Management shall establish prices for unsold lots, make recommendations to the Taylorville City Council for the expenditure of cemetery funds and implement rules as management deems expedient for the welfare and proper operation of the cemetery.
- 1.02 It shall be the duty of management to control and superintend all work, platting and landscaping and to purchase or contract for such work or materials as it deems necessary.
- 1.03 The official in charge of the cemetery, referred to herein as the "Superintendent," shall supervise all persons visiting the cemetery. It is the superintendent responsibility to oversee the conduct of funerals and the traffic attending. The superintendent is charged with the supervision and proper utilization of all personnel employed by management. The superintendent shall be responsible to management for the courteous and efficient performance of all duties assigned.
- 1.04 Management will establish and cause to be published the hours for opening and closing the cemetery.
- 1.05 No one is allowed in the cemetery after closing time unless; they are given authorization by the superintendent and/or cemetery Board of Managements.
- 1.06 Management reserves the right to alter any walk, entrance, fence, drive, street, alley, grade, or drain when management deems such change to be in the best interest of the cemetery.

Ownership and Transfer of Lots

- 2.01 Lots or gravesites in Oak Hill Cemetery are transferred by special deed for the purpose of burial only. Ownership is subject to the statutes of the State of Illinois, the ordinances and resolutions of the City of Taylorville, Illinois, and the rules and regulations of the Board of managers of Oak Hill Cemetery.
- 2.02 Management will assume that owners acquire lots for interment of owners and family members unless otherwise stipulated by will, by affidavit, or by indicating exceptions in the deed.

- 2.03 All lots conveyed are the sole and separate property of the owners named in the instrument of conveyance and the owners shall have the first right of interment, the right of direction for relatives or friends, and the right of sale or transfer, subject to the first right of the cemetery to repurchase or to approve a transfer.
- 2.04 Spouses of owners have a vested right of interment if more than one interment space is unoccupied or undesignated at the time the person becomes the spouse of the owner, and no conveyance or other action of the owner without the written consent of the spouse shall divest the spouse of a vested right of interment. Management, however, is only obligated to reserve space for spouses with vested rights of interment when notified by affidavit. A final decree of divorce between owner and spouse terminates the vested right of interment of spouse unless otherwise provided in the decree.
- 2.05 Upon the death of an owner, all right of interment, direction, sale, or transfer, subject to the first right of the cemetery to repurchase or to approve a transfer, and subject to any existing and vested right of interment of owner's spouse, shall vest as follows: (1) In any surviving joint tenant; (2) As the owner shall direct by will; (3) In accordance with the laws of descent of the State of Illinois.
- 2.06 When more than one of succeeding owners (of equal kinship) make request for the reservation of the same grave space or spaces, the order of need (or death) shall establish which party or parties will use the remaining grave space or spaces, subject to the rights of spouses with vested rights of interment.
- 2.07 In conveyance to, two or more persons as joint tenants, the owners may individually direct burials for relatives or friends. If spaces are available more than the number needed to accommodate all owners and spouses with vested rights of interment.
- 2.08 An affidavit by a person having knowledge of the facts setting forth the death of an owner and the succession of ownership in accordance with these rules and regulations is complete authorization for the cemetery to permit the use of the unoccupied lot or lots by the succeeding owners.
- 2.09 A vested right or first right of interment may be waived by written notice to the cemetery by the person in whom the right is vested. A vested right or first right of interment is terminated upon the interment elsewhere of the remains of the person in whom the right is vested.
- 2.10 The transfer of a gravesite or a lot is a privilege which may be extended in special cases, but no owner has the unrestricted right to transfer a gravesite or lot. No transfer shall be valid unless prior consent and approval of Management is obtained. All transfers must be completed on approved forms and recorded in the cemetery records.

- 2.11 A lot or a gravesite must be paid for in full before interment or before any monument work is placed thereon.
- 2.12 All work ordered on a grave site must be authorized by the owner and evidence of ownership must accompany the work order.
- 2.13 Management reserves the right to grant perpetual right of ingress and egress over all lots for the purpose of passing to and from other lots.

Opening of graves

- 3.01 Instructions from a funeral director shall be construed as an authorization to inter, subject to confirmation of ownership by cemetery records.
- 3.02 Notice for opening a grave should be given as early as possible. Twelve (12) daylight hours is the required minimum notice.
- 3.03 If a grave can not be opened in accordance with the direction of the party requesting the opening, the sexton shall notify the party immediately.
- 3.04 If a grave cannot be opened because a monument is too large to be moved by the cemetery, the party requesting the opening will be responsible for the cost and liability of moving and replacing the monument.

Interment

- 4.01 All interments must be made in vaults of concrete, metal, or plastic.
- 4.02 Funerals will not be conducted on Sundays.
- 4.03 Management may change increase fees for grave openings and other cemetery services on weekends or holidays.
- 4.04 The cemetery permits the burial of cremated remains in the same grave with another body.
- 4.05 Double deep grave is not permitted.
- 4.06 Only human bodies may be interred in Oak Hill Cemetery.
- 4.07 Only two interments are allowed per single grave plot.

Monuments

- 5.01 Management reserves the right to reject as unsatisfactory and unsuitable, any memorial structure, marker, stone, or object and cause its removal from the cemetery.
- 5.02 Management reserves the right to determine the location of any monument or stone upon a lot or grave.
- 5.03 The use of footstone above ground level is prohibited.
- 5.04 All markers in section 11, baby plot, will be placed as level, flush-type marker.
- 5.05 Management reserves the right to construct all foundations.

Mausoleums

- 6.01 Mausoleums may be constructed after individual approval by the management.
- 6.02 Interments in the crypts of mausoleums must be made in hermetically sealed cases.
- 6.03 On lots where a mausoleum is erected, no burials outside of the mausoleum will be permitted.

Decorations

- 7.01 On or about March 15th and July 15th of each year a day will be designated as “clean-up day”. All containers, pots, and items of decorations which are temporary in nature must be claimed by that time. Every effort will be made to preserve these items for their owners, but the cemetery cannot assume responsibility for their safekeeping.
- 7.02 Numerous floral displays upon a grave present maintenance problem. To minimize these problems floral arrangements and related items must be placed as close as possible to the headstone or they will be removed.
- 7.03 Boxes, shells, broken or unrepaired articles, jars artificial flowers, and all miscellaneous articles that are inconsistent with the economical care of the cemetery shall be removed by cemetery employees.
- 7.04 Loose rock or decorative rock on graves or around monuments is prohibited.

- 7.05 All shepherd hooks in Oak Hill Cemetery must be placed at center of stone and next to foundation, or placed at top center of grave if there is no stone. Rods must be 5/8th or 3/4th inch. The staff at bottom must be 18 to 20 inches in the ground and the crossbar must be below ground. Rods must be of smooth surface and kept in good shape and painted. If this is not done, they will be removed. The hook must always have something on it. If not, the shepherd hook must be removed. Only 1 hook is permitted on a lot. The bend in the hook shall not be over 14 inches, and the eyelet must be blunt and closed.

Plants/Trees/Shrubs

- 8.01 The superintendent must approve all planting. Any planting without the approval of the superintendent will be removed.
- 8.02 Management reserves the right to control all vines, trees, shrubs, and plants.
- 8.03 Individuals may spray, prune or trim landscaping location upon their lots by stating the nature and extent of such care and receiving the approval of the superintendent.

Disclaimer

- 9.01 Notwithstanding anything herein to the contrary, the management and the City of Taylorville shall not be liable to any person, firm, corporation or entity for any injury, loss, or damage, of any kind, nature, or extent whatsoever, including, but not limited to, property damage, personal injury, or death cause to persons in the cemetery and/or to lot or grave sites, and/or to properties of lot and grave owners, and/or to owners properties placed on lot or of grave sites or any properties located within the cemetery by virtue of any intentional or unintentional act of omission or commission by any agent or employee of the City of Taylorville or the management or by any third party or by any act of God or nature.

Approved and Updated March 2023

Mike Tennant, Cemetery Superintendent

Board of Managers:
Alderman Doug Brown
Greg Hager
Rick Hoffman
Judy Rodden
Kerry Ward