

**ST. PAUL CATHOLIC PARISH (MOSINEE)**

**ST. PAUL CATHOLIC CHURCH CEMETERY**

**RULES & REGULATIONS**

**REVISED May 16, 2024**

Cemetery Committee Members  
of St. Paul Catholic Church, Mosinee, WI

Rev. Aaron J. Becker  
Deacon Kevin Breit  
Lois Gates  
Tom Krieg  
Todd Stepan

## TABLE OF CONTENTS

|  |   |
|--|---|
| Cemetery Regulations.....                          | 1 |
| Purpose of Catholic Cemeteries.....                | 1 |
| Cannon Law of the Roman Catholic Church.....       | 1 |
| Definitions.....                                   | 3 |
| Rules for Work Performed on Cemetery Property..... | 4 |
| Supervision of Cemetery.....                       | 4 |
| Burials.....                                       | 4 |
| Sale/Transfer & Miscellaneous.....                 | 5 |
| Memorials & Monuments.....                         | 6 |
| Fees.....  | 7 |
| Conclusion.....                                    | 7 |

## **CEMETERY REGULATIONS**

These Cemetery Regulations govern the property known as St. Paul Cemetery, located at 1111 Main Street, Mosinee, Wisconsin, 54455 (“Cemetery” unless otherwise noted) a part of the St. Paul Catholic Church Congregation, a parish existing under the Bishop of the Catholic Diocese of La Crosse.

These Regulations are designed for the protection of burial rights as a group and are hereby adopted by the Cemetery Committee. All Owners, visitors, and contractors performing work within the Cemetery shall be subject to these Regulations as amended from time to time. These Regulations supersede any prior Regulations of the St. Paul Catholic Church Cemetery.

The Cemetery and operations are under the broad general supervision of the Parish Finance Council and managed by a Cemetery Committee (without compensation). There is also an individual designated as the Cemetery Caretaker enlisted to manage day to day Cemetery operations to Diocesan standards and act in an advisory capacity to the Pastor, Cemetery Committee, and Finance Council on cemetery matters.

The Cemetery Committee shall meet as often as needed, but at least annually. The Cemetery Committee will provide an outline of the year’s accomplishments, review revenues/expenditures, and address plans and operations for the upcoming year.

### **PURPOSE OF CATHOLIC CEMETERIES**

The Catholic cemetery, like a church, is a religious place and should be considered a sacred place wherein the mortal remains of the faithful departed dwell while awaiting the glorious resurrection of the body. The Catholic cemetery should be identifiable as a sacred place and care should be given to the Cemetery both in external signs that are used and in the care of the grounds. The Cemetery Caretaker of the Cemetery shall see to it that the monuments, the inscriptions, and ornamentation of the monuments are in keeping with the teachings of the Catholic faith, and that all Parish and civil laws concerning the administration of the Cemetery are observed. All Catholic cemeteries of the Diocese of La Crosse are under the jurisdiction of the Diocesan Bishop.

### **CANON LAW OF THE ROMAN CATHOLIC CHURCH**

#### **1. Canon 1176**

A. Deceased members of the Christian faithful must be given ecclesiastical funerals according to the norm of law.

B. Ecclesiastical funerals, by which the Roman Catholic Church (“Church”) seeks spiritual support for the deceased, honors their bodies, and at the same time brings the solace of hope to the living, must be celebrated according to the norm of the liturgical laws.

C. The Church earnestly recommends that the pious custom of burying the bodies of the deceased be observed; nevertheless, the Church does not prohibit cremation unless it was chosen for reasons contrary to Christian doctrine.

2. **Canon 1180**

A. If a parish has its own cemetery (or cemeteries), the deceased members of the faithful must be buried in it unless the deceased or those competent to take care of the burial of the deceased have chosen another cemetery legitimately.

B. Everyone is permitted to choose the cemetery of burial unless prohibited by law.

3. **Canon 1208**

When the blessing of a cemetery has been completed, a document is to be prepared, one copy of which is to be kept in the diocesan curia and another in the archive of the Church.

4. **Canon 1240**

A. Where possible, the Church is to have its own cemeteries or at least areas in civil cemeteries that are designated for the deceased members of the faithful and properly blessed.

B. If this cannot be achieved, however, then individual graves are to be properly blessed.

5. **Canon 1241**

A. Parishes and religious institutes can have their own cemetery.

B. Other juridic persons or families can also have a special cemetery or tomb, to be blessed according to the judgment of the local ordinary.

6. **Canon 1242**

Bodies are not to be buried in churches unless it is a question of burying in their own church the Roman Pontiff, cardinals, or diocesan bishops, including those retired.

7. **Canon 1243**

Particular law is to establish appropriate norms about the discipline to be observed in cemeteries, especially with regard to protecting and fostering their sacred character.

## **DEFINITIONS**

1. “Appendix A” is the Certificate of Right of Burial.
2. “Appendix B” is the Assignment.
3. “Appendix C” is the Relinquishment of Burial Rights.
4. “Appendix D” is the Memorials & Monuments Requirements.
5. “Appendix E” is the St. Paul Catholic Cemetery Association fee schedule.
6. “Burial Rights” mean the right of burial or interment of the remains of a deceased person.
7. “Cemetery” means collectively all property for earthly burials of the St. Paul Catholic Church Cemetery property.
8. “Cemetery Caretaker” means the person designated by the Cemetery Committee to manage the operation, maintenance, and provide care of the Cemetery or any part of the property in addition to those duties set forth at and in various portions of these Regulations. The Cemetery Caretaker may not be a person involved in any aspect of the funeral industry (i.e., funeral directors, vault and monument dealers) and have no conflicts of interest with the operation of the Cemetery.
9. “Cemetery Committee” means the Parish Cemetery Committee of St. Paul Parish, Mosinee, Wisconsin.
10. “Certificate of Right of Burial” grants the privilege of interment and is not to be construed as a deed to the land itself.
11. “Contractor” means any person, firm, or corporation or anyone engaged in placing, erecting or repairing any memorial or performing any work in the Cemetery grounds, other than an employee of the St. Paul Catholic Church Cemetery Committee.
12. “Grave” means a space of ground in the Cemetery to be used for burial of human remains.
13. “Interment” means the permanent disposition or burial of the remains of a deceased person.
14. “Lot” and “Plot” shall be used interchangeably and shall apply with like effort to one or more than one adjoining grave.
15. “Management” means the Pastor and any other officially-designated individuals or groups of individuals organized for the purpose of conducting and administering the Parish Cemetery.

16. “Memorial” or “Monument” means any marker or monument or structure upon any lot, placed thereon for purpose of identification or in memory of the interred.

17. “Owner” means the owner of rights of interment.

18. “Perpetual Care” means the general care of the Cemetery as herein defined.

### **RULES FOR WORK PERFORMED ON CEMETERY PROPERTY**

Contractors employed to perform Cemetery work must have that required insurance as determined by the Cemetery Committee in order to perform services on the Cemetery property. Proof of insurance must be received by the Parish secretary from contractors prior to any services being performed on the Cemetery property. This requirement includes companies performing interments, grounds keeping, landscaping, road work, and setting of markers/monuments/foundations, etc.

The express permission of the Cemetery Caretaker is required before any work or placement of memorials of any kind, type or nature may be commenced on Cemetery property.

### **SUPERVISION OF CEMETERY**

1. The general care of the Cemetery grounds and lots is assumed by the Cemetery Caretaker under the provisions of a perpetual care trust fund. The general care of the Cemetery is assumed by the Cemetery Caretaker and includes, but is not limited to, the cutting of grass at reasonable intervals; the raking and cleaning of the grounds and pruning of shrubs, trees, etc. that may be placed by the Cemetery Committee; and the general preservation of the lots and grounds, roadways, boundaries and structures.

2. The Cemetery Caretaker shall direct generally all improvements within the grounds and upon all lots and graves before and after the interments have been made within.

3. No person other than the Cemetery Caretaker or their designated agents shall be allowed to perform any work on any grave or lot within the Cemetery grounds.

4. The Cemetery Committee reserves the right to refuse admission to the Cemetery to any person or persons as the rules, judgment and tradition may indicate.

### **BURIALS**

1. The Certificate of Right of Burial and these Cemetery Regulations, and any amendments thereto, constitute the sole agreement between St. Paul Parish and the Owner. The statement of any employee or agent, unless confirmed in writing, shall in no way bind the Parish.

2. Burial rites shall be performed in Catholic cemeteries for all the Catholic faithful departed, catechumen and others in accordance with canon law. Committal services may be

celebrated only by a Roman Catholic minister or an individual appointed by the Pastor. Subject to the approval of the Pastor, practices of other Christian faith traditions or certain non-Christian traditions may be permitted.

3. Burial vaults are a requirement for full casket ground interments and must be made of concrete. This is a Diocesan regulation and not state or federal law. Use of burial and cremation vaults eliminates most of the problems in maintaining the appearance of the Cemetery grounds. Burial vaults serve the purpose of protecting the caskets and mortal remains within, as well as maintaining integrity of the Cemetery grounds (prevent collapsing and cave-ins).

4. There shall be at least eighteen inches (18") of ground above the burial vault (and the cremation urn) so that proper turf maintenance is enhanced and surface care is limited.

5. One casket or two cremation urns may be buried in the traditional single burial space. Four cremation urns can be buried in a single burial space in the cremation urn section of the Cemetery. Special care must be given to burial recordkeeping and the placing of memorials when multiple deceased persons occupy one burial space.

6. Cremation urns must be made of durable material that can withstand ground pressure and moisture. Urns are readily available from funeral homes. Baby caskets should be of non-biodegradable materials. Cremation vaults are required when the cremation urn is biodegradable.

7. Disinterment's are allowed if all requirements of the county coroner or medical examiner are fulfilled. In most cases, a notarized "Request for Permit" signed by the person in charge (spouse, next of kin) and a resulting "Disinterment Permit" signed by the county coroner or medical examiner are mandatory. Involvement of a funeral director is typically required as well. In the event of exhumation, family members are not allowed to be present. This is for the emotional care of the family.

8. Burial arrangements will be made through the Parish office.

9. No burials may occur on a Sunday or Holy Day.

### **SALE/TRANSFER & MISCELLANEOUS**

1. No person shall have burial rights in any space unless his/her name appears in the Cemetery records. An Owner may designate a space to another party, but this is not an assignment of burial rights ownership. At the time of sale, a person must be a registered member of a Roman Catholic Parish.

2. Upon the death of the Owner, his/her direct legal heirs must assure that the Cemetery records show the proof of assignment of burial rights pursuant to Wis. Stat. § 157.10. When the original Owner of the burial space or lot die and is buried there, any remaining burial spaces (burial rights) pass equally to all direct heirs. No burials or designations/assignments for

future use of remaining burial rights may be made without the written permission of all heirs. All heirs may agree in writing to assignment ownership of the right of burial to a single heir.

3. Owners who wish to relinquish their interment rights are to sell them back to the Cemetery for the original price. The Parish reserves the right to resell lots according to its own criteria.

4. The assignment of interment rights by an Owner shall not be binding upon the Cemetery unless it is first duly approved in writing by the Pastor; only after such approvals may an interment right be conveyed. A person must be a registered member of a Roman Catholic Parish. The Cemetery Committee shall issue a new Certificate of Right of Burial and an Assignment to the new Owner. The same rules shall apply to all cases of an Assignment of the Certificate of Right of Burial for interment rights. See Appendix A and Appendix B.

5. No lot shall be used for any other purpose other than for the burial of human dead.

6. Description of lots will be in accordance with the plots, which are kept on file at the Parish office.

7. It is the duty of an Owner to notify the Parish office of any changes of his/her post office address. Notices or other correspondence to an Owner will be sent to the last address on file in the Parish office and shall be deemed sufficient for proper legal notification.

## **MEMORIALS & MONUMENTS**

1. The Cemetery has been blessed and is considered a sacred place. All memorials and monuments must comply with Canon Law and the purpose of Catholic cemeteries set forth hereinabove. Any monuments, markers and ornamentation must be in keeping with the sacred character of the Cemetery.

2. Only one grave memorial will be permitted on one grave space. No memorials may be set to embrace two or more grave spaces. No memorial or monument shall have more than one family name printed on any memorial or monument unless approved in writing by the Cemetery Committee at the time of sale of interment rights. All memorials and monuments shall be set on uniform lines as prescribed by the Cemetery Committee, and conform with the general plan of the Cemetery.

3. All memorials must fit within the defined size allowance defined by the Cemetery Committee.

4. All memorials and their inscriptions must be in conformity with the teachings of the Roman Catholic Church and preapproved by the Pastor.

5. No memorials may be placed without the express permission of the Cemetery Caretaker.



6. Shepherd's hooks, candles, wreaths, or flowers can only be placed on the memorials or in the base extension. Nothing is to be placed directly on the ground. Artificial flower containers must be attached to the monument base. All others will be removed by the Cemetery Caretaker.

7. Wreaths are permitted on a grave for Christmas, but must be removed by April 1 or the Cemetery Caretaker will remove and dispose of them. Any unsightly flowers, decorations, etc. will be removed by the owner.

8. Trees or shrubs shall not be planted. Existing trees and shrubs may remain but shall be kept trimmed by the Owner.

9. No feeders, birdhouses, food, fencing, and glass or wire containers are allowed.

10. No weeds or garbage should be left at the gravesite.

11. Memorials laid flush with a grave on a permanent footing shall have a five-inch (5") base around the perimeter of the stone and a solid footing four inches (4") in depth. Upright monument stones, where permitted by the Cemetery Committee, must also follow these footing dimensions.

12. No pets or animals (on or off leash), snowmobiles or all-terrain vehicles (ATVs) are allowed on Cemetery property. Cemetery grounds are sacred places.

13. The general care assumed by the Cemetery Caretaker in no case shall mean the maintenance, repair or replacement of any memorial or tomb placed or erected upon the lots, or the performance of any special or unusual work in the Cemetery, including work caused by sunken graves or improvement of the soil; nor does it mean the reconstruction of any monument or concrete work on any section of a plot; nor any portion thereof in the Cemetery, caused by elements, any act of God, common enemy, thieves, vandals, unavoidable accidents, whether the damage be direct or collateral other than as herein provided.

14. The Cemetery Caretaker and Cemetery Committee will not be responsible for the loss of flowers, vases, or damage to monuments.

## **FEES**

Fees are as time to time set by the Cemetery Committee with the approval of the Pastor and attached hereto as Addendum E.

## **CONCLUSION**

The bodies of the dead must be treated with respect and charity, in faith and hope of the resurrection. The burial of the dead is a corporal work of mercy; it honors the children of God, who are temples of the Holy Spirit. The prayer which we offer as we commit the body to the grave

or tomb at the conclusion of the rites of Christian burial expresses our faith in the resurrection of Our Lord and in the resurrection of the Body, by which we share fully in His Resurrection:

**Lord Jesus Christ,  
by your own three days in the tomb,  
you hallowed the graves of all who believe in you  
and so made the grave a sign of hope  
that promises resurrection  
even as it claims our mortal bodies.**

**APPENDIX A**

**CERTIFICATE OF RIGHT OF BURIAL**

# **APPENDIX B**

## **ASSIGNMENT**

**APPENDIX C**

**RELINQUISHMENT OF BURIAL RIGHTS**

## **APPENDIX D**

### **MEMORIALS & MONUMENTS REQUIREMENTS**

# **APPENDIX E**

## **FEEES**