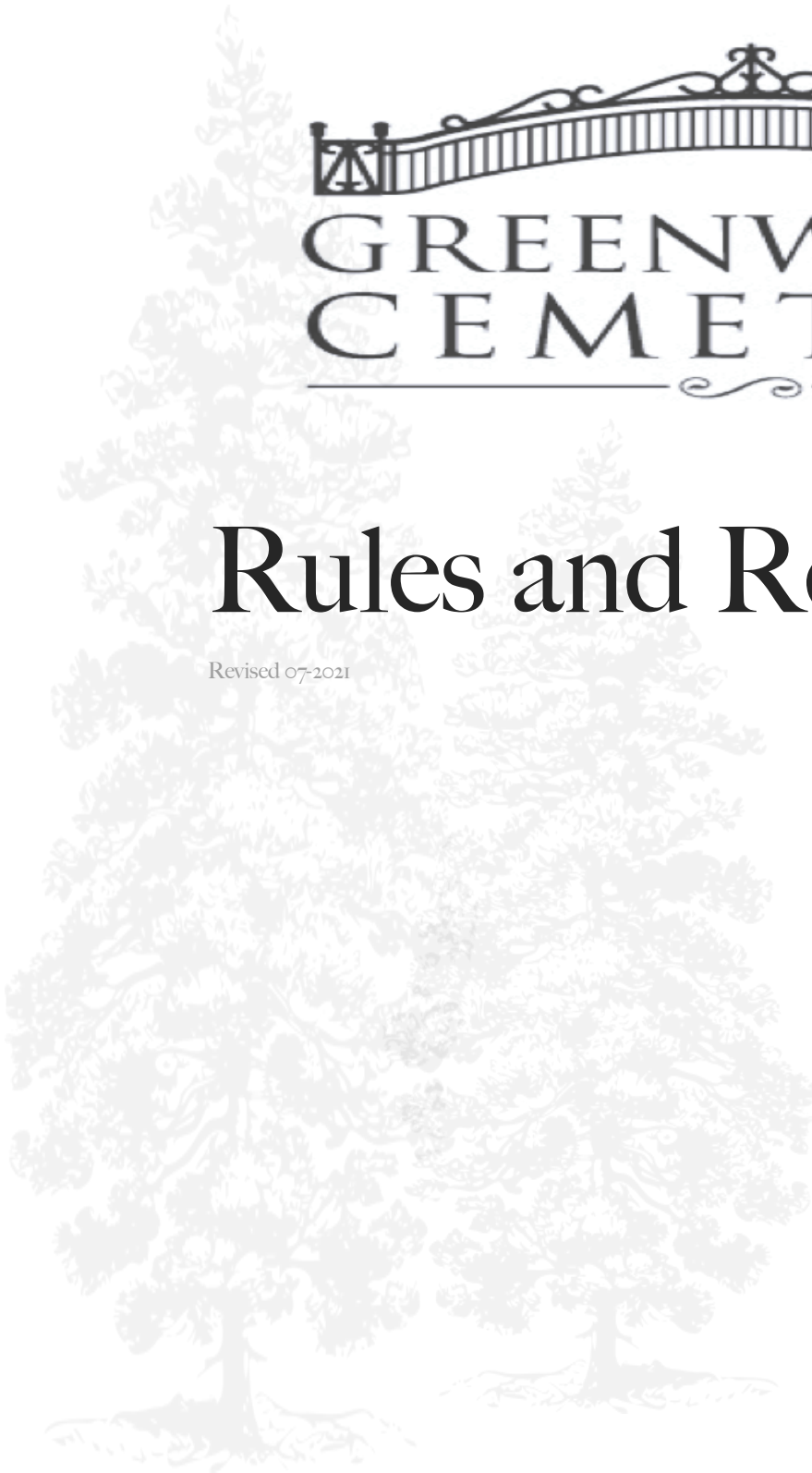




Rules and Regulations

Revised 07-2021



Greenwood Cemetery
Wayne, Nebraska
Rules and Regulations
(In Compliance with Revisited Statutes of Nebraska Cemetery Associations)

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In the common interest of the Greenwood Cemetery Association, the Board of Trustees has established rules and regulations governing the overall operation, maintenance, and safety of the Cemetery property. Compliance with these rules is expected of all those who use or visit Greenwood Cemetery as a matter of respect, consideration and safety.

ORGANIZATION POSITION DEFINITIONS

Greenwood Cemetery Association: Any person(s) is a member who own(s) by purchase, assignment or whatever means approved by the Board of Trustees to be an owner of a gravesite in Greenwood Cemetery. Members of the Association may participate as a voting member when Association business is conducted at the yearly annual meeting held the third Tuesday in August and any special meetings called by the Board. Notice for this meeting is published in an area publication three weeks prior to the meeting date.

Board of Trustees: The Board of Trustees consists of five members of the Association. At the annual meeting, a trustee is voted on by the Association who will serve for a five (5) year term. The Board oversees all operations of Greenwood Cemetery for the best interest of the Association. See Appendix A for current Board of Trustees and other positions

Secretary/Treasurer: An Association member, who is selected by the Board as a permanent paid, nonvoting position. This person will hold this position until the Board chooses to replace him/her. Duties include but are not limited to taking minutes for each meeting, collect monies and deposit them, pay all bills and provide financial reports for all meetings. See Appendix A for current Secretary/Treasurer and other positions.

Cemetery Manager: The Board will determine a cemetery Trustee or employee who is responsible for the general management of day-to-day grounds upkeep and operations under these rules and regulations. The Cemetery Manager will report issues involving the grounds and maintenance of the Cemetery to the designated Trustee. The Cemetery Manager may request to appear at a Board of Trustees meeting to discuss agenda items if necessary. See Appendix B for job descriptions and duties.

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MONUMENT AND MEMORIAL DEFINITIONS

Monuments: Large or small upright stone markers or any marker that extends above ground level. May be set only at the East end of any single grave or multiple graves. The exception is Original and First Addition, allowing West end placement also.

Grassers: Smaller flat stone or metal markers set at ground level. May be set only at the West end of any single grave or multiple graves if it is not the primary marker of that grave. The exception is Veterans Addition, allowing only grassers as primary markers set at East end of plot.

Foundations: Foundations are the base used at ground level sufficient in size to maintain the stability of monuments and markers.

Footings: Footings are the base below ground level to ensure that a monument will not tip or move with the change in seasons. Footings must consist of sand and gravel mix concrete and must be at least one half the height of the monument deep and equal to the length and width of the monument foundation

Memorials: Items permanently attached to the monument or its base set at any gravesite used to decorate grave(s) on special occasions. They include, but are not limited to, vases and organizational markers. Note: It is recommended that vases and items used for holding decorations be permanently attached on the monument or base of the monument in an upright position and maintained on a regular basis.

Tokens of Remembrance: Tokens of remembrance include flowers/plants (potted or vased), wreaths, ornaments, toys, decorative flags, solar lights, sheppards hooks or any other item chosen to decorate a loved one's gravesite. Items such as decorative flags, pinwheels, solar lights, shepherd's hoods, metal designs and the like must be placed directly against the headstone foundation.

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**Typical
Typical Grasser Setting**



Monument Setting



**Typical Setting in Veterans Addition
See requirements shown on the gravestone layout page.**



Natural Stone Foundation



**Natural Stone Base
With Cement Foundation**

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CEMETERY LOCATION AND MAPPING DEFINITIONS

Additions: Additions refer to all major sections of the Cemetery that were added following acquisition of the original land.

Blocks: Blocks are four (4) divisions within the Original and Additions of the Cemetery.

Lot: A lot is a section of 6-8 individual graves within each block and are numbered in rows. The number of lots in a particular section can vary.

Row: Grave spaces are organized in numbered rows within the Daniels and Veterans Additions. The number of graves in each row is consistent throughout each of these additions. Rows are also used within the North Circle.

Plot/Grave: A plots is a single grave space.

Original Cemetery (Orig. Cemetery): The four (4) blocks that surround the area of the Chapel and Pile Family graves at the main entrance of the Cemetery. This area also includes the Pile family graves in chapel circle. This includes area designated as Original Veterans section located in block 3.

First Addition (1st Addition): The four (4) blocks north of the Original Cemetery that surround the North Circle. Block Three (3) of the 1st Addition is reserved for those of the Catholic faith and is referred to as the Catholic Section. There is a large cross (Crucifix) at the west edge of this block.

Second Addition (2nd Addition): The four blocks on the West side of the Cemetery that extends from the South to the North side of the Cemetery and is divided by the far West roadway. Each block has an East and a West side, i.e., Block One (1) East or Block One (1) West.

North Circle: The center area surrounded by the four blocks of the First Addition at the North end of the Cemetery. A veteran's memorial flagpole is positioned at the center of the North Circle.

Veterans Addition: Also known as Veterans Memorial Park. Located on the East side of the Cemetery and is reserved for Veterans of the military services. Veteran, spouse and legal dependent child will be eligible for burial if veteran was discharged or released under conditions other than dishonorable as designated by VFW Post 43 Wayne, Nebraska.

Daniels Addition: Located on the East side of the Cemetery, South and adjacent to the Veterans Addition.

Greenwood Cemetery

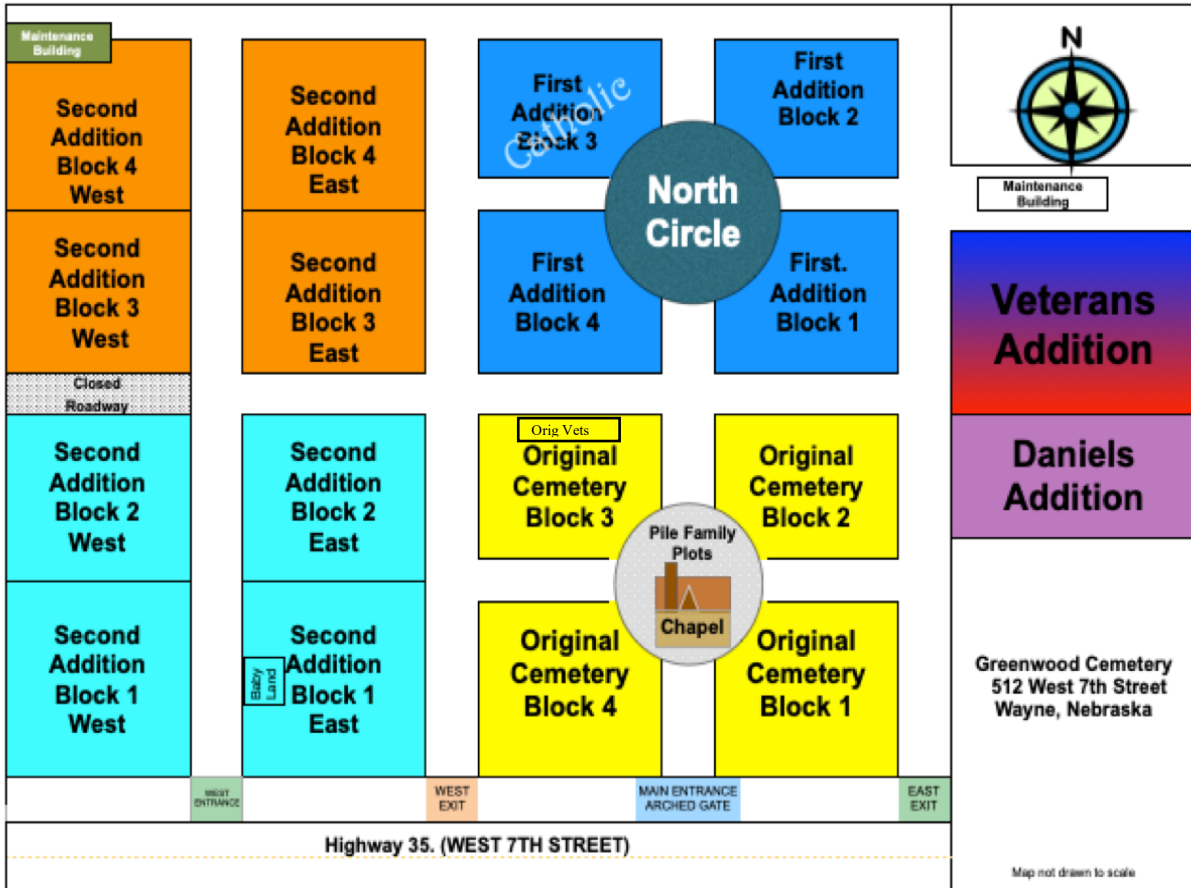
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Baby Land: Located on the West edge Second Addition Block One (1) East. A segment of graves one half the size of adult grave. These are designated for infants/children less than 1 year of age.

Catholic Section: See Appendix C for rules of plot sales and statement of Catholic burials as designed by Saint Mary's Catholic Church, Wayne, NE.



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General Rules

The Board may, and it hereby expressly reserves the right, at any time, with or without notice to lot owners, adopt new rules and regulations or to amend, alter and/or repeal any rule, regulation and/or appendix, section or paragraph in these Rules and Regulations. Special cases may arise in which the literal enforcement of the rule may impose unnecessary hardship. The Board, therefore, reserves the right, without notice, to make temporary exceptions, suspensions or modifications in any of the Rules and Regulations when, in its judgment, it may appear advisable. These temporary exceptions, suspensions or modifications shall in no way be construed as affecting the general application of these Rules and Regulations.

Hours of Operation: The Cemetery is considered open from dawn to dusk throughout the year. However, the Cemetery may be temporarily closed at the discretion of the Board and Cemetery Manager due to construction, repairs or work crews following storm damage or tree trimming or removal.

Speed Limit: Speed limit for all vehicles within the Cemetery is set at ten (10) miles per hour.

Vehicle Operation: Please operate all motor vehicles in a safe and reasonable manner on designated driveways. Note that some driveways are one way to ease traffic congestion. No motor vehicles are allowed in gravesite areas without authorization of Cemetery personnel. Large, heavy vehicles are not allowed in the Cemetery without the authorization of Cemetery personnel. Vehicle owners are responsible for damage to any property within the Cemetery grounds done by their vehicle. Be respectful and turn vehicle stereo down or off within the Cemetery.

Parking: Vehicles may be parked to each side of the paved driveways with consideration for moving traffic. During time of wet weather or heavy snow fall care must be taken to lessen the damage to grassed areas.

Work: No person, other than employees of the Cemetery, shall be allowed to perform any work within the Cemetery without permission from the Cemetery Manager or the Board.

Expenses: Charges for work and services performed by the Cemetery or for materials purchased from the Cemetery will be at rates as approved by the Board. See Fee Schedule Appendix D.

Removal of Trees: Removal and trimming of trees will be at the discretion of the Board and Cemetery personnel.

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Children: Children need to be accompanied by a parent or responsible adult. Please consider the safety of the child and respect for the property of others when visiting any Cemetery. The Cemetery is a place to show our respect for those who have departed, please treat it as such. Parents or guardians will be responsible for any damage.

Pets: Pets are not allowed in the Cemetery. Service animals with proper certification and are leashed will be allowed. The owner of any pet shall be liable for any damage done by the animal.

Use of Alcohol or Controlled Substances: Alcohol and controlled substances and their use within the Cemetery grounds is strictly prohibited.

Notices, Signs and Advertisements: No signs, notices or advertisements of any kind shall be allowed in the Cemetery except those placed by the Board or Cemetery Manager. Soliciting work in the Cemetery or placing business cards upon or advertisement logos on stones is prohibited.

Memorial Items: Requests for a memorial item such as a bench, tree or the like intended to be placed in Greenwood Cemetery property in the memory of a person or group of people that is meant to enhance the appearance of the overall Cemetery may be brought to the Board. The Board will discuss the request and make a decision to approve it or not. Any damage to, repair of, or theft of any such item is not the responsibility of the Association.

Litter and Trash: Trash receptacles are located at various places around the Cemetery for use by all visitors. Your help in keeping the Cemetery grounds clean is appreciated.

Disturbing the Peace: Anyone found disturbing the peace will be asked to leave and if you do not do so, the proper authorities will be contacted. Maintaining the considerate, quiet and peaceful surrounds for those buried in Greenwood Cemetery is a primary goal of the Association. It is expected that all who visit the Cemetery, respect the needs of others grieving a lost loved one or celebrating the lives of those missing from their presence in the serene surroundings provided.

Vandals and Vandalism. Protection, day and night, of the Cemetery is provided by frequent patrols by law enforcement authorities. Anyone seeing suspicious or improper behavior is asked to call the Wayne Police Department. Destruction of property in the Cemetery is considered a serious offense and will be prosecuted to the fullest extent of the law.

Firearms. Firearms are not allowed in Greenwood Cemetery, except those used for military ceremonies or carried by law enforcement.

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SECTION TWO Gravesite Ownership Rules

Grave Prices: See Fee Schedule Appendix D for current pricing of grave spaces.

Grave Sales: Graves can be sold by any member of the Board or Secretary/Treasurer by appointment. Such purchases shall be made payable to Greenwood Cemetery Association for all gravesites purchased. No gravesite will be regarded sold until paid in full. Payment is due at the time of purchase. If special circumstances deem necessary, arrangements of payment can be made at a minimum of quarterly installments over a time span of one (1) year, with first installment at time of purchase.

Deed of Ownership: Upon full payment a Deed of Ownership will be issued through the mail. All gravesites and associated fees must be paid in full before a burial will be scheduled. A gravesite owner becomes a member of The Greenwood Cemetery Association and can participate as a voting member when Association Business is conducted at the annual meeting, or any special meeting called by the Board. When a lot is held by two or more persons they are regarded as but one owner and will have but one vote.

Plot Use: All plots in the Cemetery are sold in accordance with the provisions of the laws of the State of Nebraska and shall not be used for any other purpose than as a burial place for deceased human beings.

Perpetual Care: A percentage of each plot sale is set aside, by law, for perpetual care. That money will be put in a reserved account by the Board for the continuing care and maintenance of the general Cemetery grounds. Only earnings from these investments can be used for such purposes as mowing, care of trees, snow removal, asset acquisition and other care as the Cemetery may, from time to time, need. Repairs and general maintenance of monuments and memorial are not the responsibility of the Association.

Owner Transfer: Gravesite ownership may be transferred to another by submitting a notarized Transfer of Ownership. Upon confirmation of ownership by a member of the Board or Association Secretary Treasurer, a recording fee will be assessed for these requests. A new Deed of Ownership will be provided by mail upon complete payment of all associated fees.

Change of Address: All lot owners are required to notify the Cemetery of any change of address. All notices required to be sent shall be sent to the last recorded address and such notices shall be deemed adequate.

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Repurchase of Plots/Graves: Repurchasing of graves is an act of selling ownership of plots/graves back to the Association. It is at the discretion of a vote by the Board as to the repurchase of any plot, property and will not exceed the original purchase price. The Association is not required to repurchase any plot from owners.

Reclamation of Plots/Graves: The Association will adhere to Nebraska State Statute 12-505 regarding proper publishing and notification of owners of records where reclamation is allowed. As we do not currently assess any annual fees for maintenance, we will follow the stipulated time-line relative to no burials, use, or contact for a (20) twenty-year period.

Relinquishment of Plot/Grave: Upon disinterment of a grave space, ownership of that plot is relinquished to the Association. If ownership of the plot is transferred through inheritance, those heirs must provide valid documentation to the Association to redeed ownership. The Cemetery is NOT obligated to repurchase any grave space after disinterment from the heir owners. However, if that request is made, and the Board votes to repurchase that space, it will be repurchased at half price paid for said space.

Greenwood Cemetery
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SECTION THREE

Interment and Funeral Regulations/Opening and Closing of Grave Spaces

Burial Days and Times: Burial services are to be at the Cemetery by 3:00 p.m., Monday through Friday and by 2:00 p.m. on Saturday. There are no burials allowed on Sundays or national holidays. Also, Memorial weekend beginning at noon the Friday prior to Memorial Day through Memorial Day.

Honoring Veterans: In accordance with Honoring America's Veterans and Caring for Camp Lejeune Families Act of 2012, anyone protesting military funerals must do so at least 500 feet from the funeral and are prohibited two hours before and after a military service. This is to honor the fallen and show respect to the families.

Notification for Interment: Grave spaces will be prepared for opening when the Cemetery Manager is notified of an impending burial and record of ownership has been verified by the Secretary/Treasurer or Trustee. The family may be required to provide an ownership deed before the grave is prepared for an interment. A seventy-two (72) hour notice is requested for all cremains and full burials. Under no circumstances will anyone except Cemetery employees or contractors be allowed to open and/or close a grave space for burial.

Interment Fees: Fees for interment may be requested at the time of burial or as part of the funeral directors' fees. All fees must be paid in full prior to date of burial. Refer to Appendix D for current burial fees.

Burial Rights: Interments into a plot are restricted to those entitled to burial therein according to these rules and regulations. Unless ownership interests are transferred/passed on through legal wills or other documentation communicated through family the burial rights to a plot rest and remains with documented owner.

Greenwood Cemetery

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Interments: Each grave space will accommodate the following:

1. A single full burial with vault as required by law.
2. A single full burial with vault as required by law and up to (2) two cremains burials. The full burial must be the first burial. Under no circumstances will any cremains be disinterred to allow for a full burial in the same space. The cremains burials, due to plot size constraints must be interred without a vault.
3. Up to (3) three cremains burials with or without vaults. If cremains vaults are not used, a signed waiver is required exempting the Association from damages to prior nonvaulted cremains burials.
4. Two full burials, referred to as a “stacked grave”, will be allowed if originally sold as such prior to February 28, 2021. The Cemetery will no longer allow stacked burials due to safety issues after February 28, 2021.

Cremation Burials: The Cemetery shall in no way be liable for any container, receptacle or urn of cremated remains placed in any plot. A permanent type of urn or vault is encouraged and preferred for ground interment of cremated remains. Surface scattering of cremated remains over a family lot is prohibited. Pending seasonal weather conditions, cremation burials will not be allowed during the months of November 1 through April 1st, or until Cemetery Manager deems possible. A Trustee, the Secretary/Treasurer or the Cemetery Manager must be contacted before planning a burial service. Greenwood Cemetery staff or Board of Trustees will not accept or be responsible for the storage of cremains in preparation for their burial.

Opening a Full Grave: A contractor opens full grave burials at Greenwood Cemetery. They use the best practices of locating equipment on as much stable ground as is possible. The grave is covered for safety reasons until the vault company arrives to set up their equipment.

Opening a Cremation Grave: Only the Cemetery Manager and personnel open graves for cremains burials following the current procedure. The opening is flagged and covered for safety reasons until the time of burial. There will be no cremains burials between November 1st through April 1st or as the Cemetery Manager deems possible due to ground conditions.

Greenwood Cemetery

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Closing a Full Grave: When the vault company removes their equipment, the grave is covered for safety reasons until the Cemetery Manager is able to fill the grave. Filling and packing a grave space will be within 24 hours of burial service, with conditions permitting. All full grave closings will be performed by or supervised by Cemetery Manager or assigned staff.

Closing a Cremation Grave: Once the burial is complete a covering is placed over the grave for safety reasons until the Cemetery Manager is able to fill the grave. The Cemetery Manager and personnel will fill and pack soil in the grave space and replace the sod plug within 24 hours conditions permitting.

Delayed Completion of Grave Closing: It is intended for burials to be completed within 24 hours of the burial service. In the event that some unforeseen situation occurs (breakdown of equipment, inclement weather, poor soil conditions, lack of work force, shortage of available dry soil and the like) preventing the completion within the stated time, Cemetery personnel, will then notify the Secretary Treasurer or a Trustee. The Funeral Director will be consulted by that person to obtain current family contact information. Notification of such delay will be communicated to a family member. They will convey the circumstances, steps that will be taken to resolve the matter and the time frame for completion. In an effort to provide a safe environment to visitors and workers, the incomplete burial will be secured in a safe and visually appealing manner. This will include a sturdy covering with a safety marker. The family will be notified when the burial is completed.

Weather Conditions: Because weather conditions may dictate difficulty and unsafe conditions getting equipment in and out of the Cemetery burial areas, delays may be necessary in opening, closing, and finishing gravesites. The Board and maintenance personnel ask that everyone be considerate and patient before and after funeral services. Employee safety and respect of all gravesites, memorials monuments, and condition of the grounds are a primary concern at all times. Cave-ins of the grave being tended, or nearby graves are the most dangerous consideration when opening and closing a grave. Weather conditions and/or visual inspection dictate how this is prevented, or if it is safe to complete any part of either process.

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Disinterment: Compliance of all local and state laws is required for any grave to be reopened or remains removed from Greenwood Cemetery. These services must be arranged through a Funeral Director as directed by Nebraska State Law. Please consult a funeral director or an attorney for these transactions. All fees and liabilities associated with a disinterment are the responsibility of the person(s) requesting this service. The Board requires a (14) fourteen-day notice prior to disinterment. These services will not be allowed from November 1st thru April 30th or as Cemetery Manager deems possible due to ground conditions. Under no circumstances will anyone except Cemetery employees or contractors be allowed to open and/or close a grave space. Disinterments can only occur with burials confined within a vault. The services that will be provided by the Cemetery are itemized below. All other said services are provided by Funeral Director. Refer to Appendix D for disinterment fee.

A disinterment fee will be assessed for services provided as follows:

1. Opening and closing of the grave
2. Removal or disposal of any marker, memorial or monument
3. Onsite presence throughout the process to supervise activity
4. Recordkeeping regarding said gravespace

The Cemetery is NOT responsible for any costs associated with services as follows:

1. Vault removal from opening grave and from Greenwood Cemetery grounds.
2. Casket removal from vault
3. Remains removal from casket
4. Removal of any and all materials from Cemetery grounds
5. Any labor by Cemetery staff as noted previously

Relocations in Greenwood Cemetery: Relocating a grave in the Cemetery, i.e. moving an interred body to a new location within the Cemetery, is allowed with the same restrictions as in section above. Refer to Appendix D for relocation fee.

Greenwood Cemetery
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(In Compliance with Revisited Statutes of Nebraska Cemetery Associations)



SECTION FOUR

Monument/Grasser Setting and Installation Rules

Placement and Removal Permit: A permit must be issued by the Board, available from the Secretary Treasurer, before any monument or grasser may be put in place or removed. A fee payment is required for a permit. Refer to Appendix D for monument/grasser setting or removal fees. A setting will not be considered complete until all debris and extra soil is removed by installers. It is preferred by the Board that all settings be in place within eighteen (18) months of burial. Any installations, construction or changes made without prior authorization of the Board may be removed or corrected under the direction of the Board. Any expenses incurred will be assessed to the person or persons, corporation or other entities responsible for these nonpermitted actions. Refer to Appendix D for monument/grasser setting or removal fees. This fee must be paid in full prior to any action.

Monument Companies: Monument company professionals must place all new monuments, grassers, and memorials. Companies using large trucks of any type should ask for directions from the Cemetery Manager or Trustee before entering the Cemetery. Settings shall be put in place in accordance with the general plan of the Cemetery following Rules and Regulations. No more than two (2) settings may be placed on a grave, one at the head and the other at the foot, unless otherwise approved by the Board. All settings must fit the grave(s) intended to be marked and must also be aligned with other monuments or grassers close to the grave location. All settings must be level and in straight north and south alignment with the same type and style of settings in the same row of graves. If a setting is set in an area of the Cemetery that has a slope, it must be set at true level with the lowest edge of the slope. The soil at the higher edge must be shaped away from the setting. It is also required that a suitable foundation for the size and weight of the monument be used.

Greenwood Cemetery

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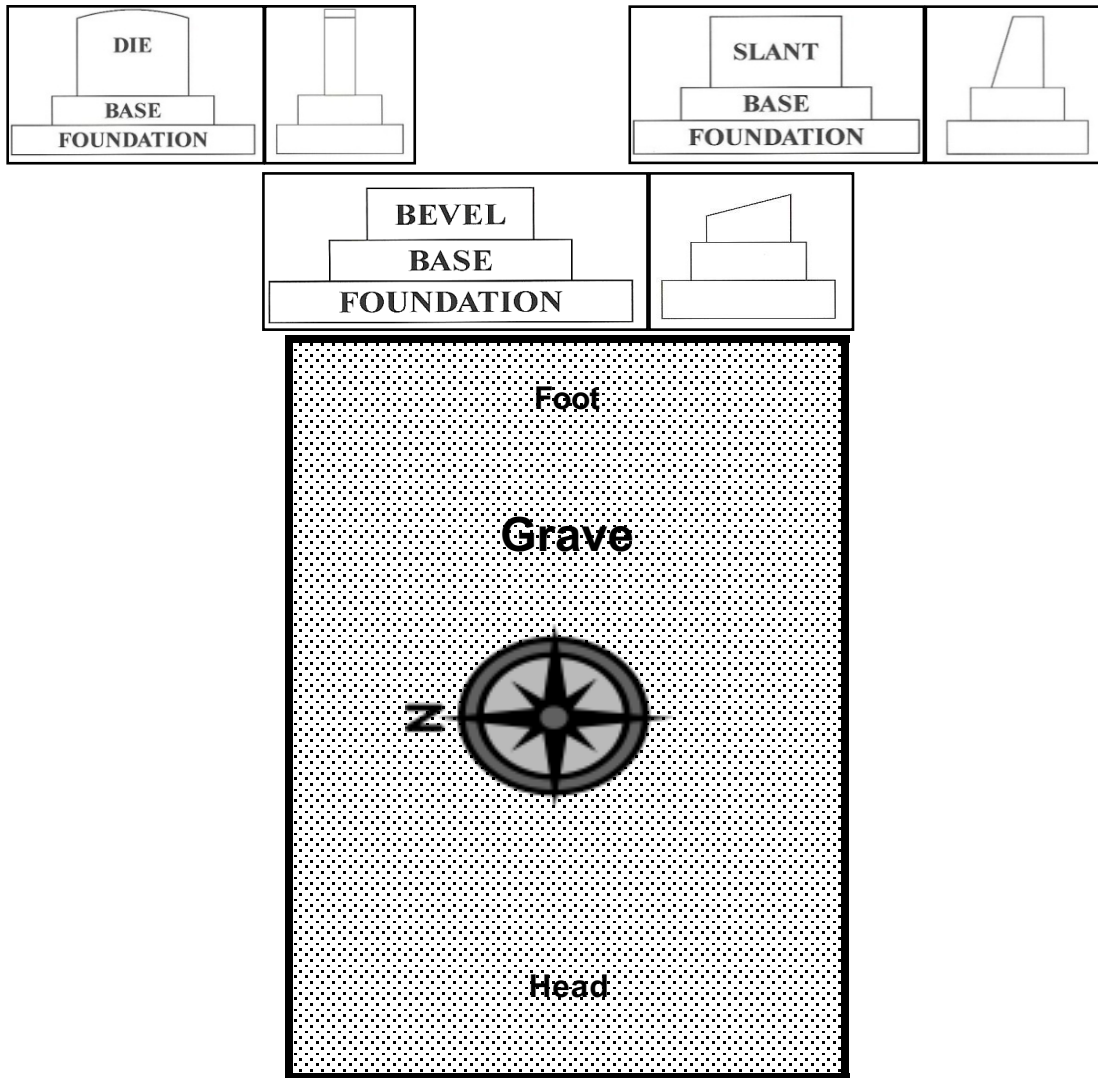
(In Compliance with Revisited Statutes of Nebraska Cemetery Associations)

Personal Property: All monuments and grassers (sometimes referred to as settings, tombstones, foot stones or headstones) are the property of the grave owner. It is the responsibility of the grave owner to choose the style and type of monument he or she prefers. It is recommended that vases and organizational markers be **permanently attached** on monuments in an upright position and maintained on a regular basis. It is also recommended no photographs or breakable material be incorporated into any memorial. No fragile or degradable material be incorporated into any memorial. Veterans flag holders, fraternal markers and like items must be permanently set in the base or foundation of all monuments.

Setting Regulations: In order to maintain an orderly and appealing appearance of Greenwood Cemetery grounds, the Board has set rules for setting all monuments and grassers in the Cemetery. Greenwood Cemetery has set certain rules for the type and installation of monuments, grassers and memorials within different sections of the Cemetery. Monuments or grassers may only be set an East and West end of measured and marked plot sites. No permanent setting shall be between these ends or in the middle of the plot. These rules are applied for continuity of appearance as well as for maintenance requirements. The following pages include diagrams and notes describing rules, regulations and restrictions, by map sections of Greenwood Cemetery. Veterans Memorial Park marker regulations are listed as determined by VFW Post 43 Wayne, Nebraska.

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Greenwood Cemetery
Wayne, Nebraska
Original and 1st Addition
All Locations

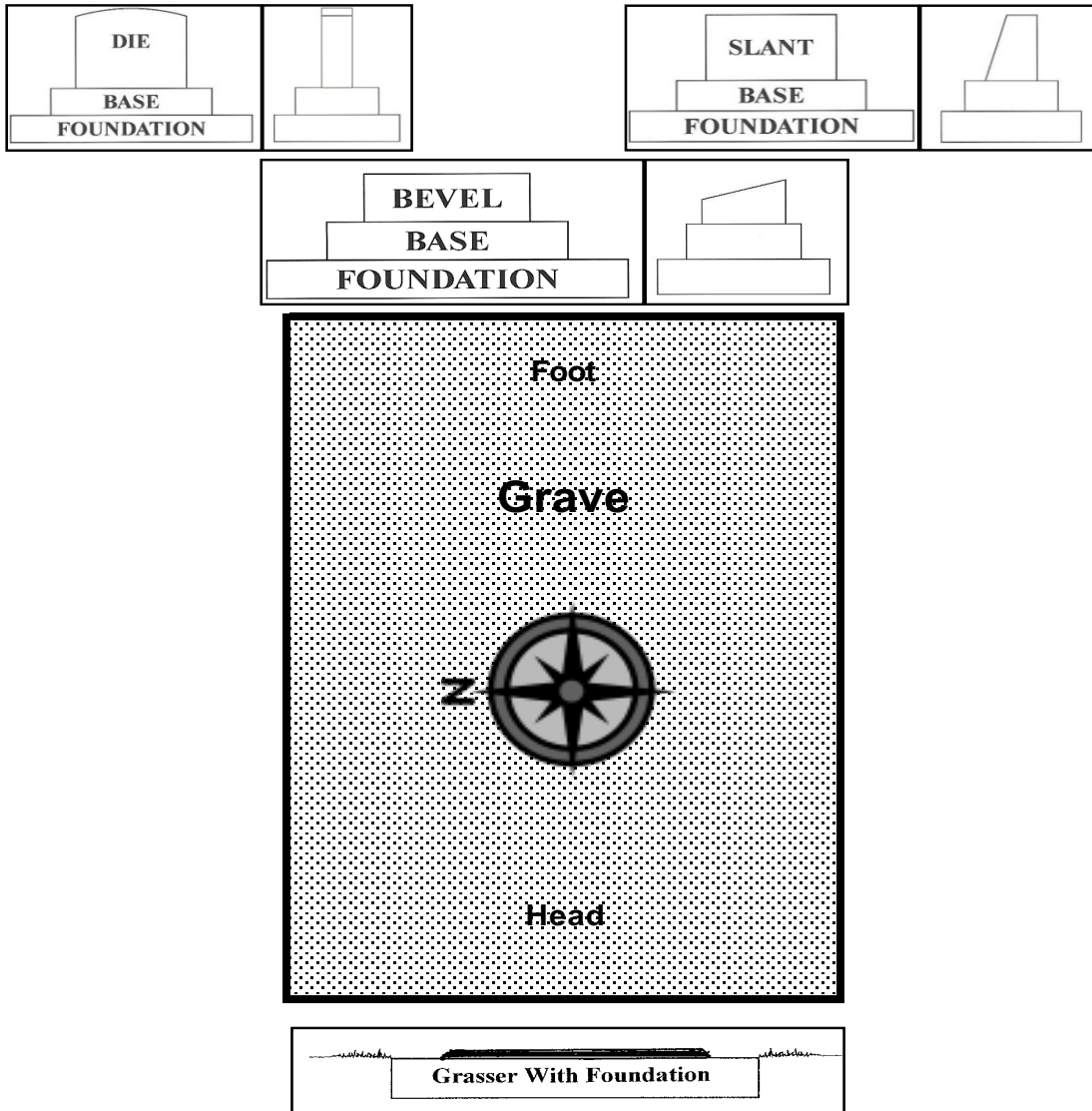


These are the only sections of Greenwood Cemetery that allow elevated footstones or monuments at each end.

Greenwood Cemetery

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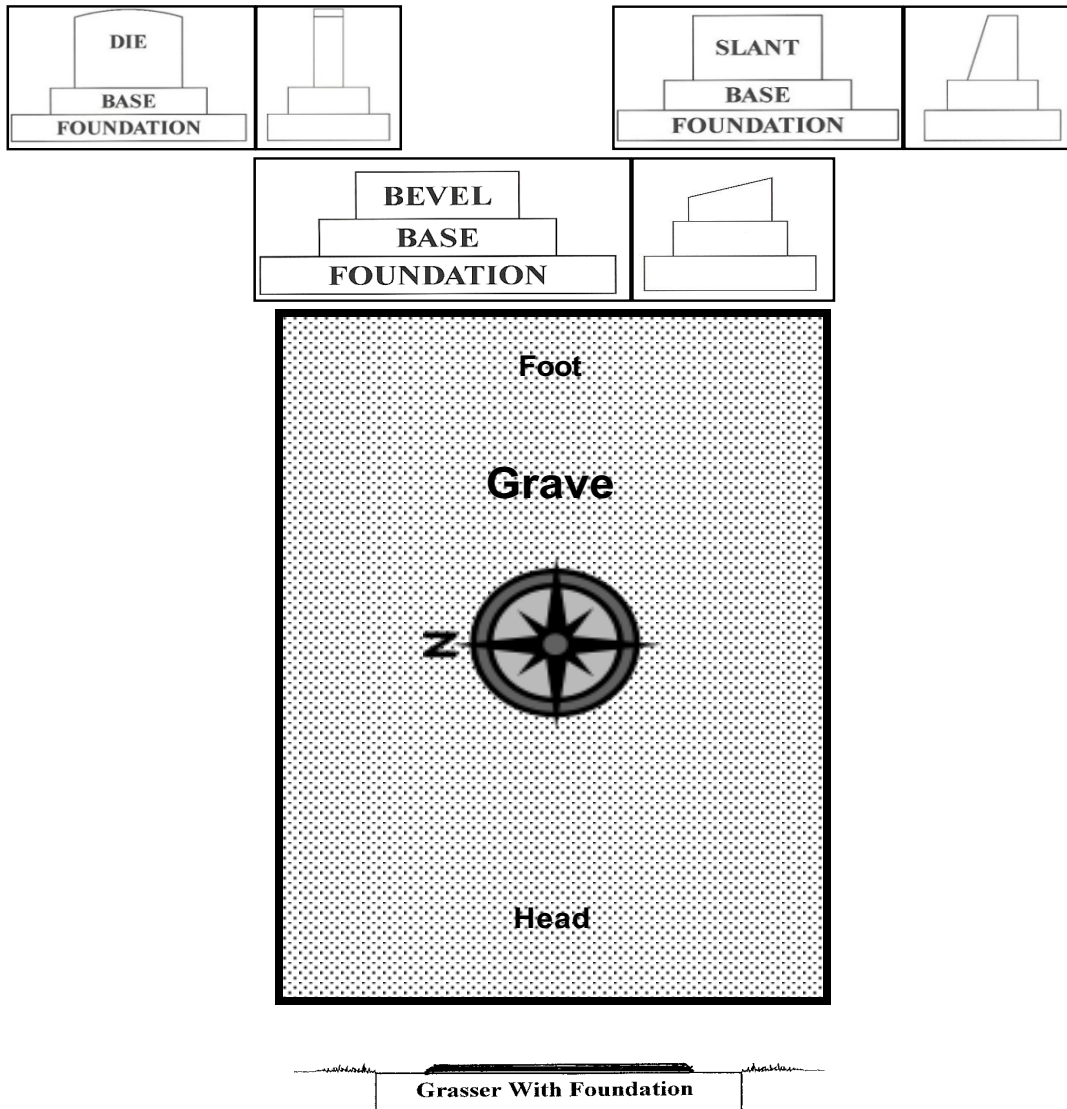
North Circle **Center of 1st Addition**



Monuments are restricted to thirty (30) inches in height.

Greenwood Cemetery Wayne, Nebraska

2nd Addition All Locations

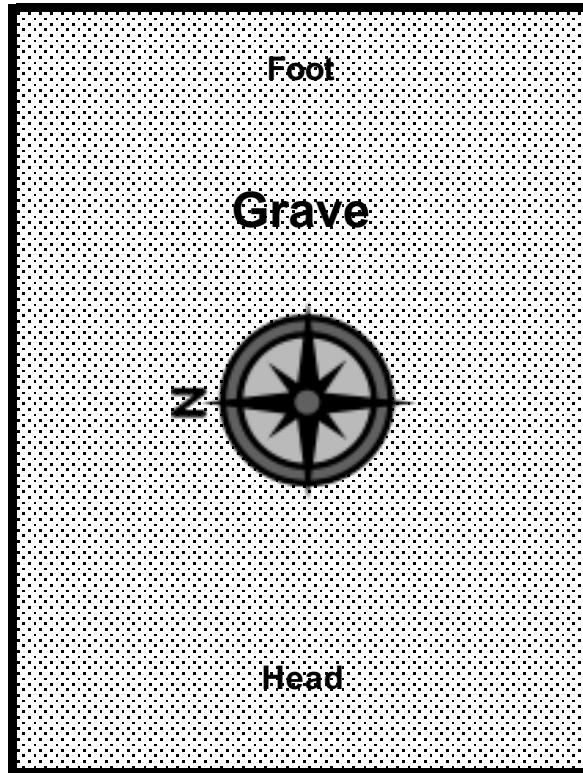
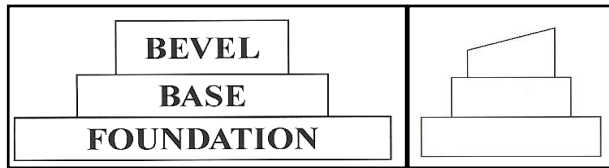


The Second Addition is divided by center road, gate number 1, and referred to as Second Addition East and Second Addition West. On the East side of the roadway, monuments face the West and on the West side of the roadway, monuments face East. Confirm how names are placed, especially when the monuments are on the West side of the roadway.

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Daniels Addition **East Side of Cemetery**



Grasser With Foundation

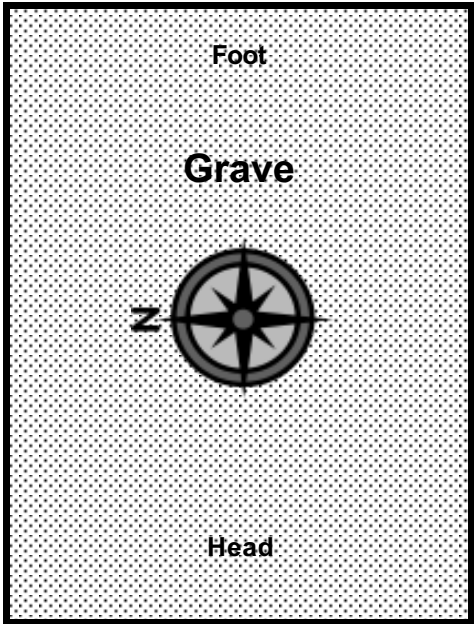
Greenwood Cemetery
Wayne, Nebraska
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(In Compliance with Revisited Statutes of Nebraska Cemetery Associations)

Greenwood Cemetery
Wayne, Nebraska

Veterans Cemetery
East Side of Cemetery

Only military style grasser memorials are allowed.

*Base must be 48"L x 28"W for a single grave
or
96"L x 28"W for two graves*



Grasser With Foundation

Veteran and wife and legal dependent child will be eligible for burial if veteran was discharged or released under conditions other than dishonorable. Marker regulation will be military type flat marker of American White Marble, Light Grey Granite or Bronze. One stone per gravesite. Setting requirements: 10 inch depth 8 inch wash. Flag holder will be placed in wash. Flower pot can be placed between markers, set in concrete and in line with the markers. Flower pot can be turned up two weeks before Memorial Day and has to be turned down two weeks after Memorial Day.

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SECTION FIVE

Gravesite Decorations and Tokens of Remembrance

Plant, Floral and Decorative Item Regulations: No one shall plant flowers, trees, shrubs, bushes or other flora of any kind on Cemetery grounds, unless planted in containers permanently attached to monuments. Any items planted by anyone other than what has been approved by Board may be removed without notice. The Board and Cemetery personnel will not be responsible for damage caused by removing these items. No live, in ground plantings are permitted within the location of any gravesite. Potted plants at gravesites are permitted for limited times during the year. Grass on new graves will be seeded as weather and time permits. The placing of rocks, borders or decorative materials are prohibited anywhere on the Cemetery grounds and will be removed without notice.

Permanent Items: Items that are to be considered permanent must be secured to the grave marker or to the foundation of the grave monument. Any items that are not permanently attached to the stone, block equipment traffic or impede mowing and other maintenance work may at any time be removed to maintain the Cemetery appearance. It is suggested that lot owner's tidy up all articles around the gravesite prior to the first snowfall but no later than November 1st.

Tokens of Remembrance: Graves may be decorated at the headstone (West Monument) throughout the calendar year. At no time should tokens of remembrance be placed throughout grave spaces with the exception of Memorial weekend. In order to maintain the natural beauty of the Cemetery, items that have a limited life span and those that pose a general maintenance problem, must be removed within ten (10) days of placement. Articles that are placed around the monuments may be removed that make trimming grass difficult may be removed and replaced. In order to provide a clean and more easily maintained facility, the Association and staff reserve the right without notice to remove and dispose of any decorations separated from and not securely placed on the headstone or the foundation. Any items that are dead, faded, broken, found not to be within our guidelines or have been left on a grave for an extended period of time may be removed. The Association will not be liable for any personal items removed or lost by any cause.

Greenwood Cemetery

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(In Compliance with Revisited Statutes of Nebraska Cemetery Associations)

Decorations: The Association reserves the right to remove all flowers, wreaths or other decorations from lots when they become unsightly. Spring cleanup begins March 1, and Fall cleanup begins October 1. In order for a family to save any decorations placed on a grave, the decoration should be removed prior to these dates. New decorations may be placed beginning April 1 and November 1 respectively.

The Cemetery shall have the right to remove all objects whose appearance and condition warrant removal and/or violate the Cemetery's rules and regulations. The Cemetery also will not be liable for any flower or decoration removed or lost by any cause.

Trees and shrubs are placed throughout the Cemetery by the Cemetery for overall beauty and serenity of the grounds. Individual graves are not permitted to have trees or shrubs. Any such tree or shrub not approved by the Cemetery may be removed without notice to the lot owner.

Certain lots embrace a tree that may interfere with space that otherwise might be used for burial. In such a case, the Cemetery recognizes that right to the retention of the trees as prior to the right of use of such space for burial. Should any such tree die naturally, the Cemetery will remove it at its own expense.

Greenwood Cemetery
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(In Compliance with Revisited Statutes of Nebraska Cemetery Associations)



SECTION SIX
Protection Against Loss and Liability Issues

Liability for Personal Property: The Greenwood Cemetery Association, its Board and employees are not responsible for damage to or repair of any personal property arising from conditions discussed later at **Responsibility for Loss or Damage (Emotional/Physical)**. The Board and its employees will always use best practices in conducting our business and work. The grounds crew will always be mindful when working near headstones, markings and memorials. In the unlikely event damage is caused by an employee or Trustee in the performance of his or her duties, or an incident such as incorrectly marking a grave space or locating for a headstone, those costs to correct will rest with the Cemetery. The Cemetery Manager is obligated to notify the liaison trustee if any event occurs. A designated individual or Trustee will communicate directly with the family in these cases.

Liability From Injury: Any person injured while anywhere on Cemetery grounds shall in no way hold Greenwood Cemetery Association, its Board and employees liable for any personal injuries. The Association will take all reasonable precautions to protect lot owners and their property within the Cemetery from loss, damage or injury but it shall not be responsible for any loss, damage or injury.

Nebraska Law: Nebraska Law requires that insurance policies for personal property covers all property owned in a Cemetery setting. It is suggested that all Association members visit with their personal insurance carriers for coverage limits in regard to their Cemetery property. Anyone without homeowner's insurance will not have coverage. Ownership of any grave(s) is the same as owning any real estate and should be listed on homeowner's insurance policy for any damages or loss relating to weather damage or vandalism. Property should also be listed as part of an estate with provision as to who has rights as your survivors. All gravesites, memorial markers including temporary markers and all gravesite décor, are considered personal property, owned by individual Greenwood Cemetery Association member.

Distinctly Disclaims All Responsibility For Loss or Damage (Emotional/Physical): Damages from causes beyond its reasonable control and especially from damage caused by the elements, Acts of God, vandalism, common enemy, thieves, strikers, malicious mischief makers, explosions, unavoidable accidents, invasions, insurrections, riots, order of any military or civil authority or other unforeseen sources whether the damage is direct or collateral is considered as damage to personal property owned by the individual(s) member(s) of the Greenwood Cemetery Association.

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Contractors, Vault and Monument Companies: All workers should notify Cemetery personnel of their plan to do work in the Cemetery and when they plan to complete this work. Work being done in the Cemetery may be supervised by designated Cemetery personnel. Damage done to plots or burial spaces, walks, drives, trees, shrubs, and other property, by contractors or their agents, shall be repaired and all costs incurred by the Association or someone hired to repair the damage will be billed to the contractor responsible for the damage. No work will be allowed between November 1st and April 1st. Any damage caused to personal property within the Cemetery during any work that is done is the responsibility of the person/company that caused the damage. Any injury or damage either to the grounds or property of the Association during any work that is done is the responsibility of the person/company that caused the damage.

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Appendix A

2021 Greenwood Cemetery Board of Trustees

Amy Bowers-President

402-518-8399

Email: bbowers2236@msn.com

Jay O'Leary-Vice President

402-369-2794

Email: jayo@inebraska.com

JoAnn McKenzie-Technology and Communications

402-369-0804

Email: joannmckenzie@live.com

Bob Liska-Grounds and Maintenance Liaison

402-375-0441

Email: bob.liska@pioneer.com

Shelley Gilliland-Fundraising & Contributions

402-369-0911

Email: tsgill@abbnebraska.com

Secretary/Treasurer

Marta Nelson

402-369-6542

Email: marta@networking-plus.net

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Appendix B

2020 Greenwood Cemetery Manager Job Description

The following list of duties provide detail of day to day and seasonal activities to assume.

1. Receive calls from undertaker notifying you of a funeral.
Responsibilities include recording name of deceased, with correct spelling, whether there is a purchased gravesite, or the family is in need of purchasing grave prior to date of service.
2. Call Matt or Chris Woehler.
Chris: 402-369-0051 Matt 402-369-0050
Provide site location of gravesite along with time and date of service.
Confirm that gravesite preparation will be done on timely manner.
3. Mark gravesite accurately. Utilize maps (provided)
Use Dennis (Herman) Carroll as resource if needed
4. Inspect Chapel for repair and/or theft. Assure lights/utilities are in working condition. Secure building as needed.
5. Contact City of Wayne as needed for deep snow removal, blowing of water lines in Fall, and removal of tree branches or trees. Contact Todd Hoeman 402-369-2587 if needed.
6. Identify precise location of gravesite for Headstone markers which is typically done a few months after date of service.
7. All duties will be itemized along with regular duties and submitted to Treasurer with timecard.

Cemetery Manager job list

1. Timely mow and trim all property at Greenwood Cemetery in a timely manner
2. Maintain equipment, including tractor, mower, trailer, sprayer, weed eaters, air compressor. Sharpen mower blades, purchasing fuel, oil, propane, herbicides
3. Secure seasonal help with primary responsibility of weed eating/trimming property and overseeing all employees in their work duties.
4. Spray broadleaf herbicide 2X a year; before Memorial Day, after Labor Day
5. Control weeds growing in roadway cracks as necessary
6. Trim and maintain flower beds – use weed control (Preen)
7. Remove tree branches and/or trees. Haul away to City tree dump. Contact City when required
8. Repair/maintain sunken graves and reseed grass as needed. Fill in tree stump areas and reseed grass
9. Remove snow from roadways – and remove snow to clear areas for funerals - contact City if necessary
10. Precisely mark gravesites to be dug by Woehler's
11. Precisely mark Headstone marker placement for stone setters
12. Dig and fill for cremation and burials
13. Maintain a clean shop, remove trash, call Gill Hauling for pick up
14. Keep adequate supply of frequently used items (fuel, etc)
15. Contact City for major jobs such as snow removal, stump/tree removal, winterizing water lines, etc
16. Inspect Chapel to assure good operating conditions
17. Load and remove excess dirt

Greenwood Cemetery

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Appendix C

From Wayne County Courthouse Cemetery Records.

(For Plat see Deed Record "W", Page 198 *(missing)*)

Know all men by their presents

That the Greenwood Cemetery, the owner of the following described land or real estate, to-wit: The North Ten (10) Acres of the West half of the Southwest Quarter of the Southeast Quarter of Section Twelve (12) Township Twenty-six (26) Range Three (3) East of the Sixth Principal Meridian in Wayne County, Nebraska, has caused, the said real estate to be laid out and platted as shown by the plat thereof hereto attached made by Robert H. Jones, County Surveyor, May 17th to June 2nd, 1905, and sub divisions of said tract of land as shown by the above and forgoing plat are with the free consent and in accordance with the desire of the said Greenwood Cemetery, the owner and proprietor of said land, the same bring platted for cemetery purposes in accordance with the laws of the State of Nebraska, as First Addition to Greenwood Cemetery as shown by the said plat, and that portion through marked "Catholic Block" to-wit: All of Block Three (3), and all of the lots thereof, together with the alleys therein, is here by set apart and dedicated for use by St. Mary's Church of Wayne as a Catholic Cemetery for the burial of those who are entitled to burial in a Catholic Cemetery in accordance with the laws of the Catholic Church, provided that the same shall be accepted by said Church as a Catholic Cemetery, such acceptance to be provided in writing subscribed by the proper authorities of said church.

And in consideration of such acceptance of said dedication and the agreement on the part of said St. Mary's Church of Wayne, to use said portion of said cemetery as a Catholic Cemetery the Greenwood cemetery hereby agrees to sell lots therein only for the burial of such persons as are entitled to be buried therein in accordance with the laws of the Catholic Church, and no sale shall be made of any lot or part of lot in the said Block Three (3) in the said Catholic Cemetery until there has been filed with the Clerk of Greenwood Cemetery a Certificate in writing signed by the Pastor of St. Mary's Church of Wayne, certifying that the proposed purchaser is entitled to purchase a lot therein, nor shall any burial be made or permitted in said Catholic Cemetery until a certificate signed by said pastor has been filed with said clerk, showing that the person to be buried is entitled to burial therein.

The lots in said Catholic Cemetery are to be sold by the Clerk of this Association and certificates of sale issued to the purchaser in the same manner as provided for the sale of other lots in said Cemetery, but such sales and certificates are to be subject to the conditions above set forth, and to the doctrines, discipline and rules of the Catholic Church with reference to burial. The price of all lots is to be fixed by the Board of Trustees of Greenwood Cemetery and is not to be at a greater price than that fixed for similarly located lots in other portions of Greenwood Cemetery. All funds from the sale of such lots shall be a part of the General Fund of the Greenwood Cemetery and shall be expended by it for the benefit of the entire cemetery, including said Catholic portion thereof.

In testimony whereof the undersigned Trustees of said Greenwood Cemetery have hereunto set their hands and caused this instrument to be attested by its clerk with its corporate seal this 29th day of January 1906.

J. P. Gaertner
Henry Ley

John T. Bressler
H. C. Henne.

R. Philleo

Corp. Seal.

Trustees

Greenwood Cemetery

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Attest: M. S. Davies, Clerk

State of Nebraska, Wayne County, ss.

On this 29th day of January, 1906, before Mr. Rollie W. Ley, a notary Public in and for said county, personally appeared J. P. Gaertner, Henry Ley, John T. Bressler, R. Philleo and H. C. Henney, Trustees of Greenwood Cemetery, who are to me personally known to be the identical persons who executed the forgoing instrument, and also M. S. Davies, Clerk of said Greenwood Cemetery, who is also personally known to me to be the identical person, who as clerk, executed the forgoing instrument and acknowledge said instrument and the execution thereof, to be the voluntary act and deed of said Greenwood Cemetery by them, it's said officers did their voluntary act and deed as such officers.

Witness my hand and Notarial seal, the date last above written.

(Notarial Seal)
My commission expires April 18, 1911

Rollie W. Ley

To the Trustees of Greenwood Cemetery, of Wayne, Nebraska

I hereby certify that St. Mary's Church of Wayne, Nebraska, accepts the dedication of Block Three (3), First Addition to the Greenwood Cemetery for a Catholic Cemetery, such dedication to be in form and upon the terms attached hereto.

Rubard Scannell
Bishop of Omaha

Thomas Patrick Haley
Pastor
Saint Mary's Church

Dated January 13, 1906

Filed for Record January 30, 1906 at 12 o'clock. M

Chas. W. Reynolds
Co. Clerk

Greenwood Cemetery
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Appendix D

GREENWOOD CEMETERY ASSOCIATION

FEE SCHEDULE

As of 10-2020

<u>Grave Prices</u>		<u>Burial Fees</u>	
Single Full-Size Grave	\$700	Opening and Closing Fees	
Single Full-Size Grave Located in North Circle	\$800	Full Size Casket	\$750
Infant Grave		Infant Casket	\$400
Located in Baby Land	\$350	(Less than 12 Months of Age)	
		Cremins	\$500

Cremins services April through November only.

Opening and Closing fees are routinely collected by the servicing funeral home. However, should there not be a funeral home involved all fees must be paid in full prior to initiating service.

Disinterment and Relocation Fees

Disinterment Fee	\$1500
Relocation Fee	\$1750
Monument Placement or Removal Permit	\$75

Additional Fees

Recording fees for transfer of ownership or replacement of deed	\$50
Monument Permit Fee	\$75
<i>This fee is required per monument/marker on new or replacement by other than Greenwood Cemetery.</i>	
<i>This fee is paid to the Cemetery by servicing monument company.</i>	
Requested research or documentation	\$50/Hour + Postage