

1. Please inform us when a burial at one of our cemeteries involves someone who has died from the coronavirus. The threat of becoming infected comes most notably from the family of the deceased and not from the deceased (as we know right now). In these burials, they *must* be direct burials with no family present at the cemetery. This is to ensure the safety of our cemetery personnel.
2. Please limit (as you have been graciously doing) the number of people at the burial site to ten (10) or less. The funeral director and priest/deacon are part of the ten number.
3. Please provide the pallbearers to bring a casket to the grave lowering device. After placing the casket, the pallbearers (if not family) should leave the burial area, so as to maintain social distancing and keeping the immediate number for the service to ten (10). The funeral home pallbearers are not part of the ten if they leave the area. Our crew may assist when necessary, but I want them to know that prior to the funeral's arrival at the cemetery, so that they may take necessary precautions.
4. Our offices remain open, but most of the work is being done through telephone or email. We are advising all genealogical requests and pre-need arrangements to begin with a phone call or email. At-need will be handled on a case by case basis. Pre-site visitation with the Family Service Advisor is suspended for now. They will work closely with you in scheduling burials and obtaining all required authorization and fees.
5. We are presently not scheduling Saturday burials as it will give our crew another day at home. Requests for a Saturday burial will be handled on a case by case basis.

We know that things are changing every day. Please share any cemetery concerns with us. If there is any way that we may be of further support to you, do not hesitate to call our office.

Respectfully,

John R. Fencik
Director of the Office of Cemeteries
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