

Resolution No.: 20-51

INDIGENT BURIAL/CREMATION ASSISTANCE FOR BONNER COUNTY

AT A REGULARLY SCHEDULED PUBLIC MEETING OF THE BONNER COUNTY COMMISSIONERS, STATE OF IDAHO, ON THE 21ST DAY OF July, 2020, THE FOLLOWING RESOLUTION WAS UNANIMOUSLY ADOPTED TO WIT:

WHEREAS, the Board of Bonner County Commissioners (hereinafter the "Board") is empowered, pursuant to Idaho Code Section 31-3401, to promulgate policies and procedures, negotiate payments to providers, and contract for non-medical services; and

WHEREAS, the Board has developed certain policies and procedures for the administration of Idaho Code, Title 31, Chapter 34, as permitted specifically therein, subject to amendment by further Resolution, as deemed necessary; and

WHEREAS; the Board adopted Resolution No. 96-70 on October 23rd, 1996, and now determines that corrections and changes need to be made to said Resolution No. 96-70, which amendments are reflected herein.

BE IT HEREBY RESOLVED that the Board hereby declares that the following policies and procedures will be utilized in the administration of Idaho Code, Title 31, Chapter 34.

FURTHER, this Resolution is intended to provide guidance for the application of the provisions of Title 31, Chapter 34 of the Idaho Code, and nothing contained herein shall be interpreted as a substitution for any language, restrictions, rights, privileges or requirements set forth in said Idaho Code. Refer to Idaho Code §31-3403 for definitions.

I. RESTRICTIONS ON PROVIDING BURIAL / CREMATION ASSISTANCE

- a. Bonner County will allow payment for the cremation/burial of indigent residents only, as per Idaho Code Title 31 Chapter 34.
- b. The Bonner County Commissioners must approve the application before services are rendered and a claim for payment is allowed.
- c. Bonner County will only assume payment for cremation/burial of indigent residents of Bonner County.
- d. Burial/Cremation services must be performed within Bonner County. Bonner County shall assume no obligation for burials or cremations outside of Bonner County.
- e. The county will consider the disposition of the deceased person after all other resources have been determined, including next of kin and assets that may have sufficient funds to pay for the services of the deceased indigent person.
- f. Any benefits provided by the Veterans Administration, insurance policies, or any other resource available for the payment of services must be used prior to any services provided by the county.
- g. All remaining personal funds belonging to the deceased resident(s) of a nursing facility must be remitted to the County or to the funeral home providing services to be applied toward the cost of services.
- h. Proceeds from the sale of personal assets and real property must be used to offset the county assistance or used as reimbursement of said assistance.

- i. Monies received from all sources, by the funeral home, cannot exceed the established rate set by the board.
- j. Services and merchandise not included in the county policy may not be added regardless of the ability of others to pay for them.
- k. Services and merchandise included in the county burial/cremation plan may not be upgraded.
- l. The County maintains the right to seek reimbursement from responsible family members and the deceased person's estate if and when the county determines that there is an ability to reimburse any portion of the assistance granted. Said funds shall be paid over to the county indigent fund.
- m. Bonner County will not assume the cost of transportation of a body to or from another location outside the county. Costs for transportation for cremation are included in amounts listed below for burial/cremation services.
- n. Visitation (viewing) at the funeral chapel for one day during regular business hours.
- o. The County does not provide: Clergy honorarium, flowers, burial clothing, memorial book, memorial folders, thank you cards, newspaper notice fees or other printed material.
- p. Deviation from these terms would automatically void any authorization for county payment.
- q. The county shall be free from any liability for said burial or cremation.
- r. Bonner County shall assume no obligation for storage or freezer costs.

II. APPLICATION PROCESS

- a. Written application on a form approved by the Bonner County Indigent Services must be filed in the County Assistance office prior to the receipt of services.
- b. Written application may be made after all other resources have been exhausted and **ONLY** if the coroner, mortician, or other responsible party is not able to establish next of kin or other resources.
- c. The mortician is also responsible for the following:
 - 1. To refer the family to the Bonner County Assistance office to apply for assistance when families claim inability to make financial arrangements. At the time, the mortician would explain in detail provisions and restrictions of a county burial/cremation.
 - 2. To receive pre-authorization from Bonner County before any services are provided. Bonner County will not be responsible for costs not previously authorized.
 - 3. To coordinate efforts with Bonner County Coroner, Bonner County Public Administrator and Bonner County Assistance to secure necessary information when the identity of the deceased is unknown and/or next of kin cannot be located. This coordination and cooperation would extend to information relative to indigency of deceased and his/her family.
 - 4. To provide burial/cremation services as outlined below, maintaining quality material as well as professional services.

III. INVESTIGATION PROCESS

- a. The clerk will advise the applicant at filing, of the need for any documentation in support of the application.
- b. The applicant will be responsible for presenting the required documentation to the clerk at the time designated in the interview letter or at a future date designated by the clerk.
- c. Every applicant will be required to appear before the clerk and to cooperate in an interview to determine eligibility for assistance.
- d. The clerk will make all reasonable attempts to investigate and corroborate the applicant's statement and documentation within the time allotted by Title 31, Chapter 34 of the Idaho Code.
- e. If the applicant is unable to participate in the interview or investigation process, a representative may do so on their behalf.
- f. Failure of the applicant(s) to comply with the application process shall result in a denial by the Board per Idaho Code §31-3404(2).

IV.	Disposition by Burial	\$1,735
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- a. **Traditional Graveside Service**
1. Use of any grave site must first be approved by the Board of County Commissioners.
 2. If the family owns a grave site in Bonner County, it may be used at no cost to the county; otherwise, the grave site will be at Parcel 18 in those grave sites set aside for indigent burial plots for county burials where grave sites have been previously purchased by the County. Any other necessary services will be examined on an individual case basis.
 3. If the deceased is an infant, total cost of plot and opening and closing shall not exceed \$200. If no other alternative, wholesale cost of casket/vault combination provided by the funeral home will be reimbursed by the county.
 4. Burial clothing will be at the discretion of the family and will not be paid for by the county as part of the cost of burial.
 5. It shall be the obligation of the funeral home to provide the following , at a minimum, for a county earth burial and these items/services shall be included in the Disposition by Burial fee:
 - a) Transfer of the remains to the funeral home within the county from the place of death.
 - b) All necessary paperwork, filing of death certificate and burial permit.
 - c) Services of funeral director and staff. Basic use of the funeral home facilities and automotive equipment.
 - d) Human remains to be prepared by embalming, sanitation, dressing or other preparation of the body including refrigeration.

- e) Casket to be used is a plain flannel covered minimum casket with a cloth interior. After one (1) year, family may provide a marker.
- f) Funeral service to be conducted at a graveside service at the cemetery named above. A minimum burial service with the prayers of committal will be provided.

V. Disposition by Cremation \$1,175

- a. The funeral homes agree to provide the following:
 - 1. Transfer of the body from the funeral home to the approved crematory.
 - 2. Shelter care of the deceased within a reasonable amount of time until cremation can take place.
 - 3. All necessary paperwork, including death certificate and cremation authorizations.
 - 4. Use of a Crematory Retort for cremation and processing packaging cremains.
 - 5. Such payments are to be considered payment in full.
 - 6. Cremains are the responsibility of any known family members.

VI. Decision

- a. The decision of the Board is final if a timely appeal is not filed per Idaho Code §31-3410.
- b. In order to insure minimum cost to Bonner County, the mortuary will not provide these services to an individual, agency or others at a lesser cost. If such were the case, the mortuary would then provide all future county cremations/burials of equal service at the lesser cost to Bonner County.

IT IS FURTHER RESOLVED that this Resolution supersedes previous resolutions for indigent burial/cremation assistance, and that the terms of this Resolution can be revised at the discretion of the Board of County Commissioners.

THEREFORE BE IT RESOLVED by this Board of Bonner County Commissioners this 21ST day of July, 2020, adopt the Indigent Burial/Cremation Assistance Policy and be effective upon execution hereof.

APPROVED AND ADOPTED this 21ST day of July, 2020

Board of Bonner County Commissioners

By: [Signature] Chairman

By: [Signature] Commissioner

By: [Signature] Commissioner

Attest: Jesse Webster

Bonner County Clerk



Bonner County Assistance

1500 Highway 2, Suite 122 • Sandpoint, ID 83864

21, 2020
July 10, 2019

item
#3

Memorandum

To: Bonner County Commissioners

From: Kevin Rothenberger, Director

Re: Amendment to resolution 96-70 Indigent Burial and Cremation

Policy amended to state only Bonner County Funeral Homes will be compensated.

Approved by Legal: Bill Wilson

A suggested motion would be: **Mr. Chairman based on the information before us I make a motion to approve Resolution 20 - 51 amending and replacing prior resolution 96-70 Indigent Burial and Cremation Policy.**

Recommendation Acceptance: ☒ yes ☐ no


Commissioner ~~Jeff Connolly~~ Chairman
Dan McConaughy

Date: 7/24/20