

November 7, 2023
Approved Meeting Minutes
Fairfield Town
Cemetery Board Meeting

Minutes

DATE: Tuesday, November 7, 2023

LOCATION: Fairfield Town Office, Fairfield, Utah

TIME: 7:00 p.m.

MINUTES BY: Holly Panek

AGENDA ITEM #1

OPEN THE CEMETERY WORK SESSION MEETING

Holly Panek opened the Cemetery Board Meeting at 7:04 p.m.

AGENDA ITEM #2

ROLL CALL

Cemetery Board Members Present:

Holly Panek, Vern Carson, Chans Carson, David Hansen (missed roll call)

Others Present:

Mayor Brad Gurney

AGENDA ITEM #3

DISCUSSION ON FINALIZING BURIAL SALE OPEN HOUSE

The Board discussed the finalization of the Burial Sale Open House. The Board discussed finding a backup Sexton for David. The Board discussed the possibility of Michael Best perhaps being interested in the position.

The Board also reviewed the website and application process and discussed getting the numbers painted on the wood section markers. The possibility of that being a service project was discussed.

The Board discussed allocating funds for ground sterilant in the 2024 budget. The new budget numbers will need to be discussed in January 2024.

AGENDA ITEM #4

REVIEW OPEN ASSIGNMENTS

Board Member Chan Carson completed the review of the cemetery map and database, and Board Member Vern Carson completed the fence along the new west boundary. Board Member Holly Panek contacted Darwin Bundy about the use of the Jail inmates to clear the west boundary.

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Assignments are updated as follows:

BRAD:

Contact Koefords about land.

SPREADSHEET TO Pelorus - Send to Pelorus

UPDATE WEBSITE: Upload map and database spreadsheet to town website.

Fix \$ the amounts on the application to match current fees.

DAVID:

MULTIPLE PLOTS –David needs to verify certificates for graves that have been paid for, but not buried yet. Manseau is the only one in question.

Contact Michael Best regarding backup Sexton.

VERN: Figure out a budget number for ground sterilant in the 2024 budget.

CHANS:

HAND PUMP - check on the hand pump to see if it can be fixed.

HOLLY:

Review the Hey.gov website to make any corrections that may be needed.

Contact Darwin again regarding using Utah County Jailmates to clean up the new fence line.

AGENDA ITEM #6

ADJOURN CEMETERY BOARD MEETING

Board Member Vern Carson made a motion to adjourn the Cemetery Board Meeting. Board Member Chans Carson seconded the motion. The motion passed unanimously.

The Fairfield Town Cemetery Board Meeting adjourned at 7:48 pm.

December 5, 2023

Stephanie Shelley

Minutes Approval Date

Town Recorder Stephanie Shelley