

November 5, 2024
Approved Meeting Minutes
Fairfield Town
Cemetery Board Meeting

Minutes

DATE: Tuesday, November 5, 2024

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 7:07 p.m.

AGENDA ITEM #2

ROLL CALL

Cemetery Board Members Present:

Holly Panek, Vern Carson, Chans Carson, Brad Gurney

Cemetery Board Member Absent:

David Hansen

AGENDA ITEM #3

REVIEW CEMETERY ORDINANCES

The Board finished reviewing and discussing the cemetery ordinance. It is important to note that the ordinances and procedures are separate. The Board had previously started a procedures list and will complete that in the next meeting.

Board member Brad Gurney will send the ordinance draft to the appropriate town employee for grammar and spelling so the Board can finalize the draft and submit it to the town council,

Board member Holly Panek will contact Michael Webber to see if he would be interested in becoming the backup Sexton.

AGENDA ITEM #4

DISCUSSION ON FINALIZING BURIAL SALE OPEN HOUSE (TABLED)

AGENDA ITEM #5

REVIEW OPEN ASSIGNMENTS (TABLED)

Assignments are updated as follows:

BRAD:

Contact Koefords about land.

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APPLICATION - Create a bubble to contact Sexton before they start the interment application. Add "This is not a guarantee that plans are finalized."

CERTIFICATE: Add a signature line for Sexton and "notary not needed" under Fairfield Town Signature. Also, see if we get Transfer Information on the back of the certificate.

RULES SIGN: Brad is Working on Design.

HOLLY:

Schedule a meeting with Peloris, Treasurer, and Stephanie about grave purchases.

AGENDA ITEM #6

ADJOURN CEMETERY BOARD MEETING

Board Member Vern Carson made a motion to adjourn the Cemetery Board Meeting.

Board Member Brad Gurney seconded the motion. The motion passed unanimously.

The Fairfield Town Cemetery Board Meeting adjourned at 8:05 pm.

December 3, 2024

Stephanie Shelley

Minutes Approval Date

Town Recorder Stephanie Shelley