

South Summit Cemetery Maintenance District

48 E. 100 North | P.O. Box 782

Kamas, Utah 84036

August 19, 2025

Board Meeting Minutes

Those present: Chair Cindy Butterfield, Board Members Kristie Bair, Jack Clegg, and Donna Ure, and Clerk Brinedette Howick. Board Member Rhonda Fitzgerald attended via telephone.

Guests Present: None.

Call meeting to order: Cindy called the meeting to order.

Public Input: None.

Continued discussion and potential motion re: Purchasing Trees for the District: Cindy talked to Knolls Nursery and got a quote for 16 trees in the amount of \$3,000.39 and a second quote from Park City Gardens in the amount of \$5,943.00. Cindy would like to purchase 16 trees, which are currently being held, from Noles for the North Bench cemetery.

Donna asked if all of those trees are for North Bench.

Cindy answered yes. Cindy said Kristie was going to go in with her for trees but did not know what she wanted to do so for now Cindy just moved forward with North Bench. Holly suggested Cindy stagger the trees rather than put them in a straight line. Jeff will get her a bid for what it will cost because she will need water to the back of the cemetery.

Jack said there is water down the side right now. Jack said he will hook North Bench into the sprinkler water system. Jack thought it got fouled up in conversation. Jeff got a bid for the dripline installation for new trees in North Bench in the amount of \$1,500.

Donna asked if they will still need to be watered with a dripline installed.

Jack said all of the irrigation water is off for the season, so they will have to carry the water in to water them.

Jack said the redhead hydrants will stay on the North Bench water system. Jack reported there are 10 -12 of them in the cemetery. Jack said you could run a hose from them to water.

Cindy said they will plan to water using the hydrants for now.

Jack made a Motion to purchase 16 trees from Noles Nursery, having Jeff install the trees and the driplines, and to get volunteers to water the trees for this year; Donna second said Motion; and, Motion carried unanimously with Kristie absent the vote.

Continued discussion and potential motion re: Bids for Gazebo at North Bench cemetery: Cindy said she thinks this will be a spring project because she has been working on the trees. **Jack made a Motion to take the agenda items until March; Donna second said Motion; and, Motion carried unanimously with Kristie absent the vote.**

Continued discussion and potential motion re: Columbarium(s): Cindy said because Kristie was unable to attend this item will be added to the September agenda.

Continued discussion and potential motion re: Fencing in Marion and Francis cemeteries: Jack said Jim got it all measured, but Jack need to get a hold of Shane to get prices. Jack asked that this item be added to the September agenda.

Review of website Rules and Regulations page: This was previously reviewed and did not need to be on the agenda.

Update re: Map Boards: Jack said he picked up two more maps, but he did not think they were printed correctly. Jack did not worry about it because he thought everyone was going to reformat their lists to be printed in a larger and easier to read font.

Donna said she had decided to put something up for now and then to try to make the font bigger.

Jack showed the Board what he received.

Donna is going to work on the formatting and see if she can make the font larger.

Jack said we have a map for Francis Upper, Francis Lower, and Marion now so those are ready to go.

Cindy said the reformatting of the files will be a great winter project.

Jack said once everyone decides on their lists we can go back and have them reprinted.

Donna asked the Board to clarify that the formatting should be like the existing one in Marion.

Jack confirmed.

Cindy showed Donna the google doc she used.

Donna said it would not take very long and suggested the issue be on the September agenda.

Update re: South Kamas and New Washington Water Companies' improvements to Lois Lane, the Woodland cemetery road: Donna reported she does not know any updates and has not talked to any of the irrigation people.

Jack reported he got a copy of the legal document they filed with the Court. Jack meant to bring it but did not see it on the agenda so suggested the Board look at it down the road when we need to. Jack said Dirk's son seemed willing to do whatever the District needs. Jack suggested the Board review it when the other property owner gets off his mission.

Sexton Reports: Rhonda said she had nothing big going on, but she was talking with Stan and Stella's son, Lane, who said when Stella was buried her vault was just a bit too far to the south so Stan had to be pushed and encroached on another plot. Rhonda said it is no longer big enough for a vault but wondered if it would be big enough for a cremation. Rhonda did not know the size of cremation vaults.

Jack said the hole for a cremation is only 2' by 2' and the vault is smaller than that, unless it is a double. Jack said a double may be 3' x 2'. Jack thought there would be plenty of room there for two cremations.

Rhonda said she would let him know they can use No 10 for a cremation. Rhonda reported they were really nice about it. Rhonda also expressed some concern about the placement of the headstone being halfway between Stan and Stella. Rhonda said if you look at half the length of the headstone that would put it right between Stella and Stan.

Jack said that will not leave enough for Stan's headstone if it is moved over 2' to be on top, you will infringe on the lot.

Rhonda said the stone right now is on Stella. Rhonda said to be on top of them it would need to move 2' and that would leave half of Stan's and ½ of Number 10.

Jack said there would not be enough room for a headstone. Jack pointed out the cremation will not have only a 2' headstone, so there will not be enough room.

Cindy told Rhonda that is she needs help with it to let the Board know.

Donna had nothing to report.

Jack reported two burials: 1) Lee Johnson and 2) Lawrence Tomlinson, both veterans and both cremations. Jack had nothing else to report other than he is getting a lot of calls from people who said they are not getting anyone to answer them.

Cindy asked Jack what calls he has been getting.

Jack answered he has received several, mostly for Francis.

Cindy wondered if the missed calls were during the time of Kristie's surgery and recovery.

Jack said the Board needs to make sure to answer and return calls in case someone is looking for something. Jack said one gal only wanted to know what a burial costs. Jack said just a warning to the Board that this could become an issue if the Board do not answer their phones. Jack asked if

Kristie is out of commission. He was going to go mark the grave for the young man who was killed on the motorcycle.

Cindy answered yes, she will be out another month or so. Cindy thanked Jack for covering for her while she was recently out of town. Cindy reported she had a burial while she was out of town.

Jack said the headstone was just on the guy, so he was thinking it was a cremation. He had to call everyone to find out it was a cremation.

Cindy suggested the Board put a note in the software if a burial is a cremation.

Jack said Kent has all the layout in North Bench so she can do the pipes the same as in the front on the corners. Jack asked Cindy where she was going to put the road.

Cindy said she will probably put the road dead center and have five rows on either side, with numbering 81 to 96 because of how wide the road is.

Jack asked Cindy how she is going to put a road here (indicating the map) and stagger placement of trees.

Cindy asked if she needed to have a road halfway through.

Jack said you still have the same issue. You are going to dig between the graves for the trees. Jack asked how you stagger in a cemetery that is laid out squarely.

Cindy said she would not sell that lot.

Jack said a dripline would have to be run through here (indicating the map).

Cindy said she will need to talk to Jeff.

Jack said he did not think Jeff would be able to do the dripline for \$1500 with all the staggering. Jack suggested Cindy consider putting the trees along the road. Along the side of the road and then you would not need wider than 16' or lose ½ of the lots through their middle area. Jack said you will lose all of these graves (indicating the map) if you do a road.

Cindy agreed and stated then she would not lose the extra ones for the tree placement.

Jack said you've 6' so you could do a 16' road here (indicating the map). Jack said if this was like Francis you would do trees like that, but where this is squared off, he did not know. Jack said he did not know if a road is necessary, but if you do not have a road and have a burial in the back corner you have to walk from here (indicating the map) and then will have to back out.

Cindy said the road up the middle currently is dirt and the rest of the roads are grass. Cindy has to decide because she needs to get the trees soon. Cindy will talk to Jeff about it.

Jack said the problem is the way they work with water is you need to worry about digging when you start opening and closing and worrying about where waterlines are, so you do not dig them up every time. Jack showed the Board where the existing waterline is. Jack said Jeff could hook the valves in because the line has water in it already.

Cindy assumed when he extends the new lines they will go down the walkway and the road.

Jack said there are no roads there so there will not be a problem. Jack did not remember where the redhead hydrants are located. Jack said it would be better to leave those hooked to the Oakley water. Jack said Cindy could place a cleaning filter like we have in Marion so it will not fill the heads when it comes down the ditch dirty. Jack said Jeff could probably run Oakley off it. Jack reported he had talked to Zane Woolstenhulme about Oakley water and what Oakley is going to do about the water bill. Zane was out of town and had not yet got back to Jack. Jack suggested the Board hold the payment of the invoices until it is worked out.

Cindy said she will figure out the tree placement and talk to Jeff about the dripline. Cindy reported she had a burial: 1) Monta Frazier. Cindy received a compliment from someone not from the valley who said they did not know who takes care of the cemeteries, but they all look nice and well kept.

Donna reminded the Board the history group will be touring the Francis cemetery the last weekend of the month.

Accounts Payable Register dated 8/19/2025 review and approval: **Donna made a Motion to approve the Accounts Payable Register dated 8/19/25; Rhonda second said Motion; and, Motion carried unanimously with Kristie absent the vote.**

Meeting Minutes dated 6/17/2025, 7/1/2025, and 7/15/2025, review and approval: **Jack made a Motion to accept the Meeting Minutes dated 6/17/25, 7/1/2025, and 7/15/2025 with the correction; Rhonda second said Motion; and, Motion carried unanimously absent the vote.**

Adjournment: **Jack made a Motion to adjourn.** The Meeting adjourned.