

October 4, 2022
Approved Meeting Minutes
Fairfield Town
Cemetery Board Meeting

Minutes

DATE: Tuesday, October 4, 2022

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 7:08 p.m.

AGENDA ITEM #2

ROLL CALL

Cemetery Board Members Present:

Holly Panek, Vern Carson, David Hansen

Cemetery Board Members Excused:

Chans Carson

Others Present:

Mayor Brad Gurney

AGENDA ITEM #3

VOTE TO APPROVE THE MINUTES FOR THE MARCH 1, 2022 MTG

Board Member Vern Carson made a motion to approve, Board Member David Hansen seconded. Minutes approved unanimously.

AGENDA ITEM #4

VOTE TO APPROVE THE MINUTES FOR THE MAY 3, 2022 MTG

Board Member Vern Carson made a motion to approve. Board Member David Hansen seconded. Minutes approved unanimously.

AGENDA ITEM #5

VOTE TO APPROVE THE MINUTES FOR THE JULY 5, 2022 MTG

Board Member David Hansen made a motion to approve. Board Member Vern Carson seconded. Minutes approved unanimously.

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AGENDA ITEM #6

VOTE TO APPROVE THE MINUTES FOR THE SEPTEMBER 6, 2022 MTG

Board Member Vern Carson made a motion to approve. Board Member David Hansen seconded. Minutes approved unanimously

AGENDA ITEM #7

DISCUSSION ON FINALIZING BURIAL SALE OPEN HOUSE

The Board discussed the necessary items to finalize the sale. The Board set a tentative target date of November 15th for the Resident Meeting. Assignments were made as follows:

BRAD:

CREMATION PLOTS – add cremation plots to cemetery map

PLOT BOOK - add header to pages and add cremations to plot book
Fix “Kofford” to unavailable

PAM CARSON - get measurement between John Carson and wives graves

BRAD & HOLLY:

APPLICATION – review and simplify application, and make a 3 part application.

DAVID:

POLARIS – record “Unavailable” plots in Polaris

VERN & DAVID:

MULTIPLE PLOTS – list of those who have multiple plots, ensure the plots have certificates

Other Open Assignments:

List of Citizens who have served in the Military.

Brad is working with Camp Floyd to get a monument.

Valves (by hydrant and road) need to be relocated since road work.

Brad has access to a metal detector to locate.

AGENDA ITEM #8

REVIEW OPEN ASSIGNMENTS

The Board reviewed existing open assignments and made necessary adjustments.

The Board also made a unanimous decision to help Pam Carson place a marker near John Carson and his wives’ graves.

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AGENDA ITEM #9

ADJOURN CEMETERY BOARD MEETING

Board Member Vern Carson motion to adjourn the Cemetery Board Meeting. Board Member David Hansen seconded the motion. The motion passed unanimously.

The Fairfield Town Cemetery Board Meeting adjourned at 7:55pm.

October 4, 2022

Stephanie Shelley

Minutes Approval Date

Town Recorder Stephanie Shelley