

Town of Cedar Fort

Cemetery Committee Meeting Minutes

Monday, March 2, 2026 – 7:00 PM

Town Hall, 50 East Center Street, Cedar Fort, UT

CALL TO ORDER

The meeting was called to order at **7:13 p.m.**

1. Roll Call

Committee Members Present:

- Andra Carter
 - Vickie Draper
 - Lynda Norris
 - Gina Hacking
 - Cody Cook (attending virtually)
 - Sexton: Harry Draper
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2. Prayer / Thought

A prayer was offered by Vickie Draper.

3. Pledge of Allegiance

All present stood and recited the Pledge of Allegiance.

CONSENT ITEMS

The Committee reviewed the following meeting minutes:

- March 5, 2025
- April 2, 2025
- May 7, 2025

- September 3, 2025
- October 1, 2025
- February 2, 2026

During discussion it was noted that the April 2, 2025 minutes needed additional review.

Motion:

Andra Carter made the motion:

"I will make a motion to approve March, May, September, October, and February meetings."

Seconded: Vickie Draper

Vote:

All those in favor said "Aye."

The motion passed unanimously.

BUSINESS ITEMS

1. Weed Spray Bid

The Committee reviewed the weed spraying bid included in the meeting packet.

Discussion included:

- Bid options of \$1,665 prepaid or \$1,850 pay-as-you-go.
- Service would include all non-grass areas, including roads and natural weed areas.
- The service would include spot spraying throughout the year.
- Approval would still require Town Council approval.
- If necessary, the cemetery budget could be amended to accommodate the expense.

Motion:

A motion was made to accept the bid and forward it to the Town Council.

Andra Carter made a motion:

"Well I guess let's make a motion to accept the bid and move it to council."

Seconded: Vickie Draper

Vote:

All those in favor said "Aye."

The motion passed unanimously.

2. Sentry / Chronicle Grant Project Update

Discussion was held regarding progress on the cemetery mapping project funded through the grant.

Topics discussed included:

- Reviewing the aerial map and sonar mapping results.
- Identifying burial locations where there are voids detected by sonar but no headstones.
- Synchronizing the existing cemetery grid map with the Sentry mapping overlay.
- Ensuring pre-sold plots and known burials are correctly identified in the system.
- Providing the grid map to Benton with Sentry so the digital map can be updated.
- Adding row and plot numbers to make locating graves easier.

Harry Draper reported he is currently working to synchronize the maps and expects to complete the update by the end of the week.

Additional discussion included:

- Temporary headstone markers being purchased to identify currently unmarked graves.
- The starter kit for temporary markers cost approximately \$30.
- Individual markers cost approximately \$13 each and must be purchased in quantities of 100.
- Plans to remove rocks in the older cemetery section so they can be properly cleaned and marked.

The Committee also discussed the requirement that the grant project must be completed and reported to the State by June 30.

No motion was made.

3. Service Project Plans

The Committee discussed the upcoming cemetery service project.

Discussion included:

- The service project is scheduled for April 29.
- Youth groups have been notified and plan to participate.
- Flyers announcing the project will be included in upcoming utility bills.
- Volunteers will assist with cemetery cleanup and moving rocks.

Additional discussion included a possible youth activity researching military veterans buried in the cemetery. However, because most military burials are already identified in cemetery records, the research project may not be necessary.

No motion was made.

4. Future Projects and Needs

Discussion included:

- Continued cemetery mapping work.
- Plans to install a gazebo within the cemetery.
- Obtaining an additional printed map of the cemetery.
- Coordination with Kent regarding map duplication.
- Possible assistance from the Mountainland Association of Governments for mapping services if needed.

No motion was made.

PUBLIC COMMENT

No public comments were received.

ADJOURNMENT

Motion

A motion was made to adjourn the meeting.

Gina Hacking made a motion:
"I want to end it."

Seconded: Lynda Norris

Vote:

All those in favor said "Aye."

The motion passed unanimously.

The meeting adjourned at 8:00 PM.

Minutes approved by the Cedar Fort Town Cemetery Committee on:

Date

Kandice Johnson, Town Recorder