

Town of Cedar Fort

Cemetery Committee Meeting Minutes

Monday, May 4, 2026 – 6:00 PM

Cedar Fort Cemetery, 200 South Street, Cedar Fort, UT

CALL TO ORDER

The meeting was called to order at **6:29 p.m.**

1. Roll Call

Committee Members Present:

- Andra Carter
 - Vickie Draper
 - Gina Hacking
 - Sexton: Harry Draper
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2. Prayer / Thought

A prayer was offered by Andra Carter.

3. Pledge of Allegiance

All present stood and recited the Pledge of Allegiance.

CONSENT ITEMS

Committee members reviewed the April 6, 2026 Cemetery Committee Meeting Minutes. Members indicated they had reviewed the minutes and had no corrections or changes.

Motion:

Vickie Draper made the motion:
"I make a motion to accept April meeting minutes."

Seconded: Gina Hacking

Vote:
All those in favor said "Aye."

The motion passed unanimously.

BUSINESS ITEMS

1. Summer Water Schedule

The Committee discussed the cemetery summer watering schedule with Town Sexton Harry Draper. Mr. Draper reported that the existing watering schedule had worked well during the previous season and that no issues had been identified.

Discussion included the signage currently posted at the cemetery, which instructs visitors to water no more than two days per week for thirty minutes at a time. Committee members confirmed that the posted signs accurately reflect the current watering policy.

After discussion, the Committee agreed that the current watering schedule remains effective and no modifications were necessary.

No motion was made.

2. Final Grant Project Requirements

The Committee discussed final requirements associated with the cemetery grant project.

Discussion focused on volunteer hours that may be counted toward the grant match requirement. Andra Carter explained that only volunteer time directly related to grant-funded activities qualifies toward the required match.

Specific discussion included:

- Time spent gathering information and developing the cemetery mapping project.
- Time spent updating cemetery information for state submissions.
- Volunteer labor associated with grant-related tasks.
- Documentation and tracking of volunteer hours for reimbursement and grant reporting purposes.

It was asked whether all volunteer hours could be counted or only hours related to items funded through the grant. It was clarified that only work directly connected to grant activities qualifies.

Additional discussion occurred regarding printing cemetery maps and the possibility of reimbursing expenses associated with those materials through available grant funds. Committee members discussed prior printing and whether reimbursement should be issued through the grant.

No formal action was taken.

PUBLIC COMMENT

No public comments were received.

ADJOURNMENT

Motion

A motion was made to adjourn the meeting.

Andra Carter made a motion:
"I make a motion we adjourn."

Seconded: Gina Hacking

Vote:
All those in favor said "Aye."

The motion passed unanimously.

The meeting adjourned at **6:35 PM**.

Minutes approved by the Cedar Fort Town Cemetery Committee on:

06/01/2026
Date

Kandice Johnson
Kandice Johnson, Town Recorder