

Town of Cedar Fort

Cemetery Committee Meeting Minutes

Monday, September 7, 2026 – 7:00 PM

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

CALL TO ORDER

The meeting was called to order at **7:04 p.m.**

1. Roll Call

Committee Members Present:

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

A prayer was offered by Harry Draper.

3. Pledge of Allegiance

All present stood and recited the Pledge of Allegiance led by Andra Carter.

CONSENT ITEMS

1. Approval of Minutes: August 3, 2026

Committee members were given an opportunity to review the minutes from the August 3, 2026 Cemetery Committee meeting.

Andra Carter made the motion:

"I make a motion to approve the August 3, 2026 meeting minutes."

Seconded: Vickie Draper

Vote:

All those in favor said "Aye."

The motion passed unanimously.

BUSINESS ITEMS

1. Cemetery Clean Up - October 7th

The Committee discussed preparations for the upcoming cemetery cleanup. Information regarding the cleanup had been included in a Town mailer. The new mailer format also included information about the Town's new website and a QR code residents could use to access the website.

The Committee discussed whether food or refreshments should be provided during the cleanup. Options discussed included hot dogs, cookies or other treats, hot chocolate, and donuts. After discussion, the Committee agreed it would be best to keep the refreshments simple, with hot chocolate and donuts discussed as the preferred option.

Related Cemetery Cleanup Correspondence

The Committee then reviewed an email received by the Town regarding a proposed volunteer cemetery cleanup and restoration project. The sender, Bridgette Quire, requested Town support and authorization for a volunteer-driven cleanup project at the Cedar Fort Cemetery. The proposal referenced overgrown vegetation, debris, weathered headstones, waste disposal, permission for basic maintenance, burial-site information, adding missing names and dates to headstones, and potentially planting trees or bushes. The sender indicated that local church youth groups and neighborhood volunteers could potentially participate.

The Town had responded to the email by informing the sender of Cedar Fort's already-planned cemetery cleanup and inviting her and her volunteers to participate. She was also invited to attend the Committee meeting but was not present. Committee members discussed uncertainty regarding exactly which portion of the cemetery the proposal referred to and whether the sender was familiar with the cemetery and its maintenance responsibilities.

The Committee noted that planting additional vegetation may not be appropriate because of the maintenance it would require and discussed that the Town is not necessarily responsible for maintaining individual burial plots. Members also noted that some families may intentionally prefer the existing condition of their plots. The Committee agreed additional clarification from the sender would be helpful before considering the requests contained in the proposal. Follow-up by email or telephone was discussed.

The Committee noted that its next meeting would occur shortly before the cemetery cleanup, allowing the Committee to complete final planning at that meeting.

PUBLIC COMMENT

During public comment, concerns were raised by the committee regarding information displayed for burial plots on the cemetery website/map. Specific examples were identified where one spouse appeared to be marked while the other spouse was not, including the Barnett and Bauer family plots. It was noted that these discrepancies could be corrected by someone with administrative access to the website.

The Committee discussed reviewing the cemetery in person with a paper list to identify additional errors or missing information. Members also discussed involving the community in verifying the cemetery records by encouraging residents to review the online cemetery information for their family members and notify the Town of needed corrections. This could help improve the accuracy of the cemetery website while also encouraging residents to become familiar with the new online resource.

Additional discussion occurred regarding a burial location in the Barnett area where it appears an individual may be buried but no marker is present. It was suggested that existing cemetery records be reviewed to determine whether the burial could be identified and whether the online information needs to be updated.

ADJOURNMENT

Motion

A motion was made to adjourn the meeting.

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

Seconded: Lynda Norris

Vote:
All those in favor said "Aye."

The motion passed unanimously.

The meeting adjourned at **7:23 PM**.

Minutes approved by the Cedar Fort Town Cemetery Committee on:

Date

Kandice Johnson, Town Recorder