

Town of Cedar Fort

Cemetery Committee Meeting Minutes

Monday, July 6, 2026 – 7:00 PM

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

CALL TO ORDER

The meeting was called to order at **7:08 p.m.**

1. Roll Call

Committee Members Present:

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

A prayer was offered by Lynda Norris.

3. Pledge of Allegiance

All present stood and recited the Pledge of Allegiance led by Gina Hacking.

CONSENT ITEMS

1. Approval of Minutes: June 1, 2026

The Committee reviewed the June 1, 2026 meeting minutes.

Discussion centered around the previous month's conversation regarding possible restroom facilities at the cemetery. Members discussed that most funeral services utilize the church building where restrooms are available, making construction of permanent cemetery restrooms unnecessary at this time. Alternatives such as opening the park or church restrooms during services were discussed if needed in the future. Members agreed the discussion should remain documented for future consideration, although the expense of constructing restrooms is not currently feasible.

Vickie Draper made the motion:

"I make a motion to approve the June 1, 2026 meeting minutes."

Seconded: Lynda Norris

Vote:

All those in favor said "Aye."

The motion passed unanimously.

BUSINESS ITEMS

1. Update from Sexton

Cemetery Sexton reported that the cemetery is in good condition and that overall maintenance is progressing well. Water conservation efforts continue, and most families have been cooperative regarding watering restrictions.

The Committee discussed requests from families wishing to install grass and sprinkler systems on purchased cemetery plots. Cody Cook explained that families may install their own irrigation systems provided they first receive approval from the Town and comply with requirements for crossing roadways and existing utility lines. Members noted this approval process is already addressed within the cemetery ordinances.

Additional discussion included:

- Families should contact the Sexton before installing irrigation.
- Cemetery plots are burial rights rather than privately owned property, allowing utility lines to be installed where approved by the Town.
- Several older trees remain a concern. Previous estimates to remove mature trees were approximately \$1,000 per tree, making removal financially difficult at this time.
- The Committee discussed obtaining additional bids and potentially removing only the most problematic trees over time.

Mr. Draper also discussed cremation burials. He explained that families often hesitate to purchase a full burial plot for a single urn burial, particularly relatives returning to Cedar Fort from outside the community.

Committee discussion included:

- Using otherwise unusable plots for cremated remains where appropriate.
- Creating a designated cremation section within the cemetery.
- Allowing multiple urn burials within a single designated area.
- Utilizing existing family plots for cremation burials when permission is granted.
- Reviewing cemetery policies regarding urn placement in the future.

Members agreed cremation burials will likely become increasingly common and should continue to be evaluated as cemetery planning progresses.

The Committee also discussed several burial locations that may not currently appear on cemetery maps and emphasized the importance of correcting cemetery records.

2. Grant Project Findings, State Archives, Missing Names from Chronicle Map and Missing Names from Burial Records

The Committee received a comprehensive update regarding the State Cemetery Grant project.

The Committee Chair reported that all required information had been reformatted and successfully submitted to the State before the deadline. Approximately 550 burial records were researched and verified using FamilySearch, including birth dates, death dates, burial dates, and gender information.

Additional family history information, including parents, spouses, military service, and related historical records, remains to be completed before the January reporting deadline.

The Committee discussed:

- Continuing research together using FamilySearch.
- Working section-by-section to verify cemetery records.
- Reconciling the Chronicle cemetery map with the Committee's master cemetery map.
- Correcting missing names and burial locations.
- Updating Excel records to match Chronicle records.

The Committee also discussed preserving historical cemetery documents.

Members learned the Utah State Archives will preserve original cemetery records at no cost while providing digital copies for continued access. The Committee agreed this would be an excellent long-term solution to preserve valuable historical records.

Additional discussion included:

- Organizing historical cemetery documents currently stored by the Town.
- Preserving original research completed by previous volunteers.
- Continuing to improve the Chronicle cemetery database.
- Transitioning away from Excel spreadsheets toward maintaining records directly within Chronicle.

Members expressed appreciation for the progress that has been made and recognized the significant amount of work completed during the past year.

2. Date for Next Cemetery Cleanup

The Committee discussed scheduling another community cemetery cleanup.

Members noted the success of previous cleanup events and the strong participation from local youth groups and volunteers.

After discussion, the Committee agreed to schedule the next cleanup for:

Wednesday, October 7, 2026

The event will be promoted as a community service project with flexible volunteer hours. Food for volunteers will also be provided.

PUBLIC COMMENT

No public comments were received.

Additional Committee discussion included several informational items:

- The State plans to require cemeteries to record the originating mortuary for every burial moving forward.
 - Chronicle may need to be updated to include this required information.
 - The Committee discussed purchasing grave markers for previously unmarked graves pending Town Council approval.
 - Members briefly discussed purchasing a laser printer for cemetery recordkeeping and grave marker projects.
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ADJOURNMENT

Motion

A motion was made to adjourn the meeting.

Cody Cook made a motion:
"I make a motion we adjourn."

Seconded: Lynda Norris

Vote:
All those in favor said "Aye."

The meeting adjourned at 7:58 PM.

Date _____

Kandice Johnson
Kandice Johnson, Town Recorder