

Approved Meeting Minutes
Fairfield Town Cemetery
Board Meeting
June 11, 2019

DATE: Tuesday, June 11, 2019

LOCATION: Fairfield Town Office 17872 W 1540 N 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 7:14p.m.

AGENDA ITEM #2

ROLL CALL

CEMETERY BOARD MEMBERS PRESENT

Holly Panek, Vern Carson, Ronnie Wilson

CEMETERY BOARD MEMBERS EXCUSED

David Hansen

TOWN COUNCIL MEMBERS PRESENT

Mayor Brad Gurney

AGENDA ITEM #3

APPROVE THE MINUTES FOR MAY 7, 2019 MEETING

Tabled.

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AGENDA ITEM #4

DISCUSSION ON SONAR RESULTS

Several questions arose during the discussion of the sonar results. The main discussion was on how we can tie the maps provided by Cannon Heritage to our own plot map. It was determined that the board should get a list of questions together for Cannon Heritage. Holly Panek will call to set up a conference call with Cannon Heritage for further discussion and clarification of the results. Mayor Gurney said he could possibly set up overlays of the maps provided by Cannon Heritage for our use in determining the locations of existing and potential graves.

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AGENDA ITEM #5

DISCUSS GATHERING OF ALL CEMETERY RECORDS AND HAVE THEM STORED AT THE TOWN HALL

All cemetery records will be gathered from various locations to be compiled, organized and stored at the Town Hall. Currently, David Hansen has a binder with cemetery records. Ronnie Wilson also has a binder of cemetery records. David's records have been kept up, but the binder that Ronnie Wilson is not current. The binder that Ronnie Wilson is now at the Town Hall.

AGENDA ITEM #6

REVIEW CURRENT ORDINANCE

A discussion on revising Fairfield Cemetery District (Ordinance No. 29) was scheduled to take place during the meeting. However, a revision (Ordinance No. 29-R1) was located and it was determined that this item should be tabled until the board had a chance to review the revision.

AGENDA ITEM #7

DISCUSSION ON ASSIGNMENTS

Holly Panek - Draft updated ordinance, contact Ronnie Wilson

A revision of the current ordinance was located and will be reviewed. Ronnie Wilson accepted a position on the Cemetery Board.

David Hansen - Draft policy and regulation document, research Polaris

David provided a draft of the Sexton responsibilities. Discussion on David's assignments was tabled for further discussion as he was not in attendance.

Vern Carson - Contact owner of property next to the cemetery regarding plans for property

Vern contact the property owner and received a negative response. The property owner will not sell.

A discussion about what can be done to expand the current cemetery to fit future needs.

Darwin Bundy - Already working on drip lines, purchase mower and trimmer before cleanup day, research price on riding mower and submit to the Mayor for next year's budget.

Darwin did submit a quote for a new riding lawn mower for next year's budget.

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ACTION ITEMS

Holly Panek - Type Ordinance No. 29 and No. 29-R1 into a Google Doc for future keeping

Set up a conference call with Cannon Heritage

Vern Carson - Contact cemetery that allows double burial to get specifics.

Ronnie Wilson - Contact Darwin Bundy on possibility of purchasing ground to expand the cemetery.

AGENDA ITEM #9

ADJOURN THE CEMETERY BOARD MEETING

Board Member Holly Panek made a motion to adjourn the Cemetery Board Meeting.

Board Member Vern Carson seconded the motion. The motion passed unanimously.

The Fairfield Town Cemetery Board Meeting adjourned at 8: p.m.

November 12, 2019

Stephanie Shelley

Minutes approval date

Town Recorder Stephanie Shelley