

March 2, 2021
Un-Approved Meeting Minutes
Fairfield Town
Cemetery Board Meeting

DATE: Tuesday, March 2, 2021

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 7:05 p.m.

AGENDA ITEM #2

ROLL CALL

CEMETERY BOARD MEMBERS PRESENT

Holly Panek, Vern Carson, David Hansen, Chans Carson

CEMETERY BOARD MEMBERS EXCUSED

Darwin Bundy,

TOWN COUNCIL MEMBERS PRESENT

Mayor Brad Gurney

AGENDA ITEM #3

APPROVE FEBRUARY 2, 2021 MEETING MINUTES

Board Member Vern Carson made a motion to approve the minutes, Board Member David Hansen seconded the motion. February 2, 2021, Meeting Minutes were passed unanimously.

AGENDA ITEM #4

DISCUSS CREMATION PLOT AREA ORDINANCE SPECIFICATIONS

It was decided that there would be no hand digging of graves allowed in the Cremation Plot Area. Plot sizes will be 2 foot by 2 foot. A grid for this area will be made to coordinate with the existing grid structure in place at the cemetery. Ordinance specifications will be discussed in the April Board Meeting.

AGENDA ITEM #5

REVIEW PROCEDURES TO PURCHASE PLOTS

Tabled.

AGENDA ITEM #6

REVIEW ORDINANCE FOR SPECIFICATIONS ON TEMPORARY HEADSTONES

Tabled.

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AGENDA ITEM #7

REVIEW DESCRIPTION OF SEXTON DUTIES

Tabled.

ASSIGNMENTS

Holly Panek

Schedule time with David Hansen to work on Polaris.

Contact Town Recorder to have Cemetery Ordinance sent out to Board Members for review.

Contact Town Recorder to have Sexton Job Description sent out to Board Members for review.

All Board Members

Review Cemetery Ordinance and Sexton Job Description, make comments
In Google Docs, prepare to discuss at the April Board Meeting.

AGENDA ITEM #8

ADJOURN CEMETERY BOARD MEETING

Board Member Vern Carson made a motion to adjourn the Cemetery Board Meeting.

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

The Fairfield Town Cemetery Board Meeting adjourned at 8:05 pm.

April 6, 2021

Stephanie Shelley

Minutes Approval Date

Town Recorder Stephanie Shelley