

September 6, 2022
Un-Approved Meeting Minutes
Fairfield Town
Cemetery Board Meeting

DATE: Tuesday, May 3, 2022

LOCATION: Fairfield Town Office, 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 7:09 p.m.

AGENDA ITEM #2

ROLL CALL

Cemetery Board Members Present:

Holly Panek, Vern Carson, Chans Carson, David Hansen

Others Present:

Mayor Brad Gurney

AGENDA ITEM #3

VOTE TO APPROVE THE MINUTES FOR THE JANUARY 4, 2022 MTG

Minutes approved March 1, 2022

AGENDA ITEM #4

VOTE TO APPROVE THE MINUTES FOR THE MARCH 1, 2022 MTG

Tabled

AGENDA ITEM #5

VOTE TO APPROVE THE MINUTES FOR THE APRIL 5, 2022 MTG

Tabled, meeting postponed

AGENDA ITEM #6

VOTE TO APPROVE THE MINUTES FOR THE MAY 3, 2022 MTG

Tabled

AGENDA ITEM #7

VOTE TO APPROVE THE MINUTES FOR THE JULY 5, 2022 MTG

Tabled

AGENDA ITEM #8

REVIEW AND DISCUSS THE CREMATION SECTION OF THE CEMETERY ORDINANCE

The Board reviewed and made clarifications as necessary.

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AGENDA ITEM #9

DISCUSSION ON FINALIZING BURIAL SALE OPEN HOUSE

The Board discussed the necessary items to finalize the sale. Assignments were made as follows:

BRAD:

CERTIFICATE– change spacing for notary (move notary signature)

Send Certificate to Polaris

RULES SIGN – add “sexton@fairfieldtown.org”

Print on some sort of weatherproof plastic

POSTCARD – draft generic postcard for the sale of plots

CREMATION PLOTS – add cremation plots to cemetery map

DAVID:

POLARIS – record “Unavailable” plots in Polaris

MULTIPLE PLOTS – list of those who have multiple plots, ensure the plots have certificates

BRAD & DAVID:

APPLICATION – review and simplify application

Other Open Assignments:

List of Citizens who have served in the Military.

List of Citizens who have served in Fairfield Town government capacities.

Valves (by hydrant and road) need to be relocated since road work.

AGENDA ITEM #10

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 8:03pm.

October 4, 2022

Stephanie Shelley

Minutes Approval Date

Town Recorder Stephanie Shelley