

DATE: Tuesday, December 7, 2021

LOCATION: Fairfield Town Office 103 East Main Street, 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 7:08 p.m.

AGENDA ITEM #2 - ROLL CALL

Cemetery Board Members Present:

Holly Panek, Vern Carson, Chans Carson, David Hansen

Cemetery Board Members Excused:

Darwin Bundy

Others Present:

Mayor Brad Gurney, Jerri Hansen

AGENDA ITEM #3- VOTE TO APPROVE JUNE 1, 2021 MEETING MINUTES

Tabled.

AGENDA ITEM #4- VOTE TO APPROVE OCTOBER 5, 2021 MEETING MINUTES

Board Member Vern Carson motioned to approve, Board Member Chans Carson seconded the motion.

AGENDA ITEM #5- DISCUSSION ON FINALIZING BURIAL SALE PROCEDURES

The board held a discussion to finalize plans for burial sales. Board Member David Hansen discussed the need for some clarification on some of the plot mapping in order to finish up the data entry. David reported that all graves have an ID number in the system. The Board reviewed the current application and Certificate of Burial Rights and made adjustments as necessary. The Board discussed plans to hold an Open House and made the following assignments:

Holly Panek - Provide a list of cemetery restrictions to Mayor Gurney for printing

David Hansen - Contact Polaris regarding schematics to pull up plots and get a manual for reference.

Vern Carson and Chans Carson - Meet with David and Jerri at the cemetery to provide clarification on mapping.

Mayor Brad Gurney - Prepare a draft of printed cemetery restrictions

Prepare a draft of a 2 part application for burial rights

Prepare a list of all Town Officials and those who served the Town

(After mapping is verified) prepare a visual plot map for reference

Approved Meeting Minutes
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The Board also discussed the damage to the cemetery entrance. The Sexton, David Hansen, will contact the monument company that caused the damage and give them a deadline of January 1, 2022, to repair the arbor and fence.

AGENDA ITEM #6- 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 8:20 pm.

January 4, 2022

Stephanie Shelley

Date Minutes Approved

Stephanie Shelley Town Recorder