

**April 4, 2023**  
Approved Meeting Minutes  
**Fairfield Town**  
**Cemetery Board Meeting**

**Minutes**

**DATE:** Tuesday, April 4, 2023

**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 7:20 p.m.

**AGENDA ITEM #2**

**ROLL CALL**

Cemetery Board Members Present:

Holly Panek, Chans Carson, David Hansen

Cemetery Board Members Excused:

Vern Carson

Others Present:

Mayor Brad Gurney, Kent Withers, Harmony Withers

**AGENDA ITEM #3**

**VOTE TO APPROVE THE MINUTES for March 7, 2023**

Tabled

**AGENDA ITEM #4**

**DISCUSSION ON FINALIZING BURIAL SALE OPEN HOUSE**

The Board previewed the extensive work that Kent and Harmony Withers had done on the color coding and mapping of the cemetery. A demonstration was given on the search capabilities and functions as well.

The Board previewed the HeyGov website and discussed features. The board also discussed the interment application and certificate swap.

It was decided that we would tentatively plan a website training for the Board during the May Board meeting and work towards a June sale date.

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**AGENDA ITEM #5**

**REVIEW OPEN ASSIGNMENTS**

The Board discussed the possibility of purchasing the mower and tools prior to the Cemetery Clean up. An attachment for the mower that could be used to level out the gopher holes, and including some sort of grass seed in the budget was also discussed as a purchase. Mayor Gurney will check the budget to see if that is possible.

The Board discussed storage needs for the cemetery tools that will be purchased. The possibility of using the bus garage at the school was discussed. Mayor Gurney will contact the Parks to discuss, as the Park has been using the building, although the town owns the building.

The Board discussed maximizing the grave potential by possibly squaring up the cemetery and shifting the road. The Board also discussed moving the fence, and possibly doing so with the help of volunteers or hiring a fencing company, That discussion will be continued in the May Board Meeting.

Assignments updated as follows:

**BRAD:**

BUDGET AND STORAGE - budget still available to use this year, discuss bus garage With Park.

Contact Koefords about land.

PAM CARSON - get measurement between John Carson and wives' graves. Tabled.

**DAVID:**

FENCE - Get linear foot measurement of fence from Kent and contact fence co.

POLARIS – record “Unavailable” plots in Polaris.

David was unable to reach Polaris, so Brad will follow up with them.

MULTIPLE PLOTS –David needs to verify certificates for graves that have been paid for, but not buried yet.

**HOLLY:**

CLEAN UP - Coordinate youth for cemetery cleanup

**CHANS:**

Review roadside graves to see if they need to be taken out of inventory.

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**AGENDA ITEM #6**

**ADJOURN CEMETERY BOARD MEETING**

*Board Member Chans Carson made a motion to adjourn the Cemetery Board Meeting.  
Board Member David Hansen seconded the motion. The motion passed unanimously.*

The Fairfield Town Cemetery Board Meeting adjourned at 8:22pm.

**May 2, 2023**

*Stephanie Shelley*

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Minutes Approval Date

Town Recorder Stephanie Shelley