

March 7, 2023
Approved Meeting Minutes
Fairfield Town
Cemetery Board Meeting

Minutes

DATE: Tuesday, March 7, 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 7:10 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 NOVEMBER 1, 2022

Board Member Vern Carson made a motion to approve the minutes from the November 1, 2022 meeting, Board Member Chans Carson seconded.

AGENDA ITEM #4

VOTE TO APPROVE THE MINUTES FOR JANUARY 3, 2023

Board Member Vern Carson made a motion to approve the minutes from the January 3, 2023 meeting, Board Member Chans Carson seconded.

AGENDA ITEM #5

DISCUSSION ON FINALIZING BURIAL SALE OPEN HOUSE

The Board previewed the preliminary Town website design and discussed a wish list for the cemetery portion of the website that Brad would discuss with the development company.

It was suggested that we find a way to color code the graves on the website or perhaps attach a map of the graves, and Brad said he would contact Kent Withers on mapping and coding capabilities.

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AGENDA ITEM #6

REVIEW OPEN ASSIGNMENTS

The Board reviewed the upcoming budget needs. Board Members Vern Carson and Chans Carson were able to price a zero turn lawn mower, shovels, rakes, and a new trimmer. The purchase of a pole saw was also discussed. The Board discussed storage needs for the cemetery tools that will be purchased.

It was decided that the Wednesday before Memorial Day will be Cemetery Clean Up Day, and Holly will contact the Bishop to schedule the ward youth to help.

The Board also reviewed open assignments. Assignments updated as follows:

BRAD:

WEBSITE: Work with website company to get cemetery website functions going.
Contact Kent Withers regarding mapping and color coding.

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

DAVID:

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.

AGENDA ITEM #7

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 8:21pm.

May 2, 2023

Stephanie Shelley

Minutes Approval Date

Town Recorder Stephanie Shelley