

Approved Meeting Minutes
Cemetery Board Meeting
November 1, 2022

Minutes

Date: Tuesday, November 1, 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 7:07 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

Discussion On Finalizing Burial Sale Open House

The Board Discussed The Necessary Items To Finalize For The Burial Sale Open House.

Agenda Item #4

Review Open Assignments

The Board Reviewed Open Assignments. Assignments Updated As Follows:

Brad:

The Cremation Plots Were Added To The Map.

Brad Suggested The Board Use An I-Pad To Access Data, Rather Than Update A Paper Copy.

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Brad Will Research The Costs Of An I-Pad With A Keyboard And Will Reach Out To Polaris.

Pam Carson - Get Measurement Between John Carson And Wives' Graves. Tabled.

Brad & Holly:

Application – Review And Simplify Application, And Make A 3 Part Application.
Brad Is Having The Application Re-Designed.

David:

Polaris – Record “Unavailable” Plots In Polaris.
David Was Unable To Reach Polaris, So Brad Will Follow Up With Them.

Vern & David:

Multiple Plots – List Of Those Who Have Multiple Plots, Ensure The Plots Have
Certificates..
Vern Provided A List, David Needs To Verify Certificates.

Chans:

Master Plot Book– Go Through The Books And Change “Open??” To “Unavailable”

Other Open Assignments:

List Of Citizens Who Have Served In The Military. Brad Completed The List.
Brad Is Working With Camp Floyd To Get A Monument.

Valves (By Hydrant And Road) Need To Be Relocated Since Road Work.
Brad Has Access To A Metal Detector To Locate. Valves Were Relocated.

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Agenda Item #5

Adjourn Cemetery Board Meeting

Board Member Vern 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 8:05 pm.

March 7, 2023

Stephanie Shelley

Minutes Approval Date

Town Recorder Stephanie Shelley