

Approved Meeting Minutes
Cemetery Board Meeting
March 1, 2022

DATE: Tuesday, March 1, 2022

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 7:04 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 JANUARY 4, 2022, MEETING MINUTES

Board Member David Hansen motioned to approve; Board Member Vern Carson seconded the motion.

AGENDA ITEM #4

DISCUSSION ON FINALIZING BURIAL SALE OPEN HOUSE

The board held a discussion to finalize plans for finalizing the Burial Sale Open House.

AGENDA ITEM #5

DISCUSSION ON FINALIZING BURIAL SALE OPEN HOUSE

The Board held a discussion to finalize plans for finalizing the Burial Sale Open House.

The Board reviewed the simplified version of the rules that Mayor Gurney prepared. The spreadsheet of key codes was completed, and Pelorus was updated.

The Board discussed plans for a target date of June 7th, 2022, for the Open House, pending all items were in place to do so.

The Board also discussed cemetery needs (including road improvement) for the coming budget year.

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AGENDA ITEM #6

DISCUSS OPEN ASSIGNMENTS

David Hansen - Contact Polaris to get a manual for reference.

Mayor Brad Gurney - Add cremation graves to the plot map.

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

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

Remove unnecessary "Notary Name" from certificate.

Holly Panek - Contact Bishop Tyler Thomas to arrange for YM/YW to help clean the cemetery the Wednesday prior to Memorial Weekend.

The Board discussed the damage to the cemetery entrance, which did not get repaired by January 1, 2022. As of the date of this meeting, the fence has not been repaired. Sexton, David Hansen, stated he had been in contact earlier in the day (January 4, 2022) with the monument company that caused the damage to the fence, and he was under the understanding that the fence would be repaired by Thursday, January 6, 2022. David will continue to reach out to the company and give the deadline for repair as April 1, 2022.

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 7:45 pm.

October 4, 2022

Stephanie Shelley

Minutes Approval Date

Town Recorder Stephanie Shelley