

1. 2:00 P.M. April 27, 2022 Cemetery Board Meeting Materials

Documents:

[2022 04 27 AGENDA CEMETERY BOARD.PDF](#)  
[2022 01 26 MINUTES CEMETERY BOARD.PDF](#)  
[2022 04 27 LEGAL NOTICE CEMETERY BOARD.PDF](#)



# CEMETERY BOARD

## AGENDA

Wednesday, April 27, 2022 at 2:00 p.m.  
Public Works Dept. Administrative Office  
610 East 8<sup>th</sup> St., Silver City, NM 88061

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### Call to Order

### Roll Call

### Changes to the Agenda

### Approval of Minutes

- January 26, 2022 Regular Meeting Minutes

### Public Input

### Reports

A. **Public Works Representative:** Stantec Drainage Study results

B. **Chair:**

- 1). WILL Tour

### Unfinished Business

A. Changes to Rules and Regulation regarding types of burials permitted.

### New Business

A. Discuss the agenda items for the meeting scheduled for July 27, 2022.

### Adjournment

**TOWN OF SILVER CITY  
MINUTES OF THE CEMETERY BOARD  
REGULAR MEETING  
January 26, 2022 - 2:00 p.m.**

**REMOTE GO TO MEETING IN COMPLIANCE WITH THE NM OPEN MEETINGS ACT**

**Present:** Twana Sparks, Chair  
Linda Nunez  
Donna Sebastian  
Tom Hester  
Paul Baca

**Others Present:** Alfred Sedillo, Town Clerk  
Peter Pena, Public Works Director

**Call to Order** - Chair Sparks called the meeting to order at 2:00 p.m.

**Roll Call** – Chair Sparks did a roll call Twana Sparks, Linda Nunez, Donna Sebastian, Tom Hester, and Peter Pena were all present. Others not present Alex Brown and Lucian Farmer.

**Changes to the Agenda** – Chair Sparks stated that Tina Sublasky advised Clerk Sedillo that election of officers should done at this meeting. Chair Sparks moved to add election of officers, seconded by Paul Baca. Motion Carried.

**Approval of Minutes**

- **October 20, 2021 Regular Meeting** – Chair Sparks asked for a motion to approve the minutes for October 20, 2021. Tom Hester moved to approve minutes from October 20, 2021, Paul Baca seconded. Motion carried.

**Public Input – None**

**Reports:**

**A. Public Works Representative:**

- 1). **Maintenance and Drainage Updates** – Peter Pena stated they have had several complaints on the drainage at the cemetery and are addressing several drainage issues. Mr. Pena advised they are about fifty percent complete with the drainage in the old section and will continue until it is totally complete. He was able to get a Purchase Order and are working with Stantec on developing a drainage study for the old section. Chair Sparks stated she had been calling Stantec for three weeks and finally got a report for this meeting. Chair Sparks asked about sidewalks, curb and gutters. Mr. Pena stated it would probably be just curb and gutter which will prevent the water from eroding. Chair Sparks also asked about anti erosion grass or other plants. Mr. Pena advised grass and plants take a lot of maintenance and he does not have the staff to take care if it. He would use decorative gravel and spray to keep the weeds down. Paul Baca asked about the copings in the new section. Mr. Pena stated he had to contact the families and give them a couple of days and if not, Mr. Pena will have them removed and keep the materials for the families that want to pick them up.

**B. Chair:**

**1). Maintenance and drainage updates** – Chair Sparks stated she is constantly being confronted about fixing grave sites at the cemetery. She advises them they are working on the issues. Chair Sparks advised Mr. Pena that she got a call from a citizen who donated about twenty-five trees to be planted at the cemetery. He gave them to the workers at the cemetery and found out they were put in a shed and died. Mr. Pena advised it was Dr. Rodriguez that donated them and it was in the winter. The trees were about six inches tall, they tried to plant them in some planters and water them but it didn't work. Mr. Pena stated that larger more mature trees would be better.

**2). WILL course about cemeteries in Grant County** – Chair Sparks stated the WILL (Western Institute of Lifelong Learning) would like to have a course that focuses on the history of the cemeteries in Grant County. There will be a panel on April 13, 2022 from 9:00 am to 11:00 am to discuss all the cemeteries in Grant County as well as a field trip.

**Unfinished Business:**

**A. Research of Natural Burial** – Donna Sebastian read a report on rules and regulations on alternative burials in the State of New Mexico and Silver City. Chair Sparks stated her and Donna could work on some language that could be included the cemetery rules that says regarding Green Burial and Natural Burial as defined by the Cemetery Board and be sent to the Funeral Homes to inform people what is allowable in the Cemeteries. Paul Baca also advised the Funeral Homes have to disclose by FTC rules that they provide vaults. The vaults can be purchased at the cemetery or the Funeral Homes. The price of the vaults run from Eleven Hundred Dollars (1,100.00) to Thirty-Five Hundred Dollars (3,500.00). Chair Sparks asked for a motion to table the discussion until such time as the committee of two can come up with possible language changes. Ms. Nunes motioned and seconded by Paul Baca. Motion Carried.

**New Business**

**A. Elections of Officers** – Chair Sparks stated the floor was open for nominations for Chair and Vice Chair. Linda Nunes moved to leave Twana Sparks as Chair and Paul Baca as Vice Chair seconded by Paul Baca. Motion Carried

**B. Discuss the agenda items for the meeting scheduled for April 27, 2022.** Chair Sparks advised to continue the Rules and Regulations of Green and Natural Burials.

**Adjournment --** Chair Sparks asked for a motion to adjourn. Ms. Nunez moved to adjourn at 3:00 p.m. Mr. Hester seconded. All were in favor, motion carried.

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Twana Sparks, Chair

Attest:

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Alfred Sedillo, Town Clerk

## LEGAL NOTICE

The Cemetery Board of the Town of Silver City will hold a Regular Meeting on Wednesday, April 27, 2022 at 2:00 p.m. The meeting will be at the Public Works Department Administrative Office at 610 E. 8th St., Silver City, NM. **Masks will be required.** The agenda will include: **Approval of Minutes: Regular Meeting – January 26, 2022 Reports: Public Works Representative**-Stantec Drainage Study results, **Chair**-WILL Tour; **Unfinished Business**-A. Changes to Rules and Regulations regarding types of burials permitted; **New Business: A.** Discuss the agenda items for the meeting scheduled for July 27, 2022.

The public is invited to attend. The complete agenda is available on the Town's website at [www.townofsilvercity.org](http://www.townofsilvercity.org). You may call the Town Clerk at phone 575-534-6346 if you have any questions. If you are an individual with a disability who needs a reader, amplifier, qualified sign language interpreter or any other form of auxiliary aid or service to attend or participate in the meeting, please contact the Town Clerk at 534-6346 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda or minutes, can be provided in various accessible formats. Please contact the Town Clerk if a summary or other type of accessible format is needed.