

ORDINANCE NO. 709-15

AN ORDINANCE ESTABLISHING A CEMETERY COMMITTEE

WHEREAS, the town of Fowler owns and operates a municipal cemetery; and

WHEREAS, the town has an existing cemetery committee and desires to formally establish the committee as a town standing committee.

BE IT ORDAINED by the town of Fowler Board of Trustees as follows.

1. Cemetery Committee Duties.
 - a. The Cemetery Committee shall advise the Board of Trustees regarding cemetery infrastructure improvements, grounds maintenance, record maintenance, and equipment. The town administrator, foreman and cemetery sexton shall advise the Committee and provide support services.
2. Membership.
 - a. The Committee shall consist of not less than five members.
 - b. One Trustee shall be appointed to the Committee by the Board of Trustees to represent the Board of Trustees.
 - i. The trustee shall have full voting rights and may serve as an officer.
 - ii. The trustee's term shall terminate at the first meeting following the bi-annual municipal election.
 - c. Four or more members of the Committee shall be residents of the geographical area served by the cemetery nominated by the mayor and approved by a majority of the members of the Board of Trustees
 - i. Resident Committee members shall serve staggered terms of four years with all terms terminating June 30.
 - ii. Appointments for Resident Committee members immediately following the adoption of this Ordinance shall be for the following terms and thereafter for terms of four years.
 1. One member shall be appointed to a term to terminate on June 30, 2016.
 2. One member shall be appointed to a term to terminate on June 30, 2017.
 3. One member shall be appointed to a term to terminate on June 30, 2018.

4. One member shall be appointed to a term to terminate on June 30, 2019.

iii. Each member shall serve until a successor is appointed where the mayor fails to timely nominate a successor.

d. Any member with three or more consecutive absences from Committee meetings shall be deemed to have submitted a resignation.

e. All members serve at the pleasure of the Board of Trustees and may be removed from the Committee by majority vote of the Board of Trustees with or without cause.

f. Committee vacancies shall be replaced using the same procedure as the initial appointment. Appointments to fill vacancies shall be for the unexpired term of the Committee member being replaced.

g. The town clerk shall maintain a roster of Committee members with the commencement date of the committee member's term and the date upon which the term expires.

3. Committee Operations.

a. The Committee shall choose its own officers, adopt any procedural rules desired, keep minutes of its meetings and provide the Board of Trustees with a report at least annually in June.

b. The Committee shall meet a minimum of one time each calendar quarter. The schedule of regular meetings shall be adopted by the Board of Trustees annually in January.

c. All meetings shall be posted and conform with the requirements of the Colorado Open Meetings Act.

d. The Committee may recommend policies, resolutions or ordinances to the Board of Trustees for adoption and shall provide input to the town administration on cemetery operations.

PASSED, ADOPTED and ordered published the 12th day of January, 2015.

TOWN OF FOWLER

By: Charles R. Hitchcock, Mayor

ATTEST:

Kelly Lotrich, Town Clerk