SMITH VALLEY CITIZENS ADVISORY BOARD  
Wednesday, January 3, 2024, 6:00PM  
Smith Valley Library  
22 Day Lane, Smith, Nevada

You can also provide public comment for this meeting by sending us an email at svcab@lyon-county.org, the day prior to the posted meeting date. Be sure to type PUBLIC COMMENT in the subject line.

**Agenda**

(Action will be taken on all items unless otherwise noted)  
(No action will be taken on any item until it is properly agendized).

To avoid meeting disruptions, please place cell phones and related electronic devices in the silent mode or turn them off during the meeting.

The Board reserves the right to take items in a different order to accomplish business in the most efficient manner. Items may be combined for consideration and items may be pulled or removed from the agenda at any time.

Restrictions on comments by the general public: Any such restrictions must be reasonable and may restrict the time, place and manner of the comments, but may not restrict comments based upon viewpoint.

1. Call to Order - Vice Chair Wendy Loomis
2. Roll Call: Determination of a Quorum and introduction of new members
3. Pledge of Allegiance
4. Invocation
5. Public Participation (no action will be taken on any item until it is properly agendized) - It is anticipated that public participation will be held at this time, though it may be returned to at any time during the agenda. Citizens wishing to speak during public participation are asked to state their name for the record and will be limited to 3 minutes. The Board will conduct public comment after discussion of each agenda action item, but before the Board takes any action.
6. For Possible Action: Review and adoption of Agenda
7. For Discussion: A general discussion of the 2024 open positions.
8. For Possible Action: Election of the Chair for 2024.
9. For Possible Action: Election of the Vice Chair for 2024.
10. For Possible Action: Election of the Secretary for 2024.
11. For Possible Action: Approve Minutes of: December 6, 2023
12. Community Reports:
   a. County Commissioner – Dave Hockaday
   b. Planning Commission – Mark Jones or other representative
   c. Sheriff’s Office Report – Cdr Ryan Powell (or designate)
   d. Fire Department Report – Chief Matt Nightingale (or designate)
   e. Other Elected/Appointed officials of Smith Valley, Lyon County or State of Nevada

13. For Discussion Only: Review of Correspondence, email, other communications:
   a. Miscellaneous correspondence and email

14. For Discussion Only: Chairperson & Board Member Discussion (to include ancillary duties update, if any)

RECESS TO CONVENE AS THE SMITH VALLEY CEMETERY BOARD

15. Public Participation: It is anticipated that public participation will be held at this time, though it may be returned to at any time during the agenda. Citizens wishing to speak during public participation are asked to state their name for the record, spell it, and will be limited to 3 minutes. The Smith Valley Cemetery Board will conduct public comment after discussion of each agenda action item, but before the Smith Valley Cemetery Board takes any action.

16. For Possible Action - Appointment of the Director for 2024.

17. For Possible Action - Approval of updated Cemetery Rules and Regulations.
   (Adopting a common set for all Lyon County cemeteries.)

18. For Report Only: Report on cemetery operations, to potentially include
   a. Plot sales and improvements to plots requested by plot owners (who and what has been requested).
   b. Maintenance and activities, including a review of projects that need to be accomplished.
   Doug Homestead and/or Roger Rodarte.

19. Public Participation: It is anticipated that public participation will be held at this time, though it may be returned to at any time during the agenda. Citizens wishing to speak during public participation are asked to state their name for the record, spell it, and will be limited to 3 minutes.

ADJOURN TO RECONVENE AS THE SMITH VALLEY ADVISORY BOARD

20. Public Participation: It is anticipated that public participation will be held at this time, though it may be returned to at any time during the agenda. Citizens
wishing to speak during public participation are asked to state their name for the record, spell it, and will be limited to 3 minutes.

21. Board Member Comments.

22. Adjourn.

Pursuant to NRS 241.020, the agenda has been posted at the following locations: Lyon County Administrative Complex (27 S. Main Street, Yerington, NV), the Lyon County Website: https://www.lyon-county.org, and the State Website: https://notice.nv.gov.

Members of the public requesting meeting support materials may contact Smith Valley Advisory Board via email at: svcab@lyon-county.org

Lyon County recognizes the needs and civil rights of all persons regardless of age, race, color, religion, sex, handicap, family status, or national origin. In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternate means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible agency or USDA's TARGET Center at (202) 720-2600 (voice and T) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found on-line at: http://www.ascr.usda.gov/complaint_filing_cust.html and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) Mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410; Fax: (202) 690-7442; or Email: program.intake@usda.gov

T.D.D. services available through 463-2301 or 463-6620 or 911 (emergency services) notice to persons with disabilities: members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the Commissioners'/Manager's office in writing at 27 S. Main Street, Yerington, NV 89447, or by calling (775) 463-6531 at least 24 hours in advance

Lyon County is an equal opportunity provider. Agenda is Available at www.lyon-county.org
Prices of plots:

Burial Plots (5’ x 10’) $1,000.00
Cremation Plot (2’6” x 2’6”) *Dayton is 5’ x 5’ due to rocky terrain $250.00
Veteran’s Burial or Cremation Plots $0 with DD214

*Veteran’s plots are donated with a copy of DD214 separation papers showing an Honorable Discharge.

*Plot fees are waived for infants and children under 3 years of age.

**Burial of indigents will be decided on and finalized by the Human Services Director as established by the Lyon County Commissioners. Contact at 775-577-5009.

1. All burials must be in accordance with Federal, State and County laws and must be pre-arranged and approved by the Lyon County Cemetery representative. All plots will be marked by the Cemetery representative prior to any burials.

2. There may be one burial and one cremation, or four cremations placed in a 5’ x 10’ plot, and one cremation per 2’ 6” x 2’ 6” plot, except at the Dayton Cemetery, which allows for one cremation per 5’ x 5’ plot due to the rocky terrain.

3. All arrangements for the opening and closing of burial plots must be made through a licensed Funeral Director. The grounds must be returned to original condition, other than the burial site itself, after grave is closed. Cemetery representative must be contacted before burial to mark plot boundaries.

4. Cremation plots may be dug by the family with pre-approval by the Cemetery representative. Cremation plots must be dug to a 2 ½ ft. depth.

5. All burial plots must have a headstone or marker. Cremation plots allow for a maximum of 12” x 24” flat or pillow type headstone. Burial plots allow for markers not over 3 foot high, unless approved by Cemetery representative. NOTE: The Veteran’s Administration will supply a plaque for an honorably discharged veteran. Contact the VA and fill out a form, a DD214 is required.

6. Plot ownership may be transferred back to Lyon County by submitting a written request to the Lyon County Treasurer, along with the original receipt and plot deed. The person will be refunded any amounts paid. The owner of the plot may allow non-family burials in their plots, but must notify the Cemetery representative before burial.

7. Gravesite may be curbed with concrete or marble, 6” wide and 6” above grade, at the owner’s expense. A concrete cap may be placed on top of gravesite after burial. Refer to spec sheet for regulations. Ornamental small rocks may also be placed on top of gravesites. All such installations shall meet with
the approval of the Cemetery representative and follow County specifications on attached sheet.

8. Solar lights are permitted and must be located inside the boundaries of the plot and maintained. If the lights quit working or become unsightly, the Cemetery representative has the authority to remove them.

9. The placement of anything other than artificial plants are prohibited, other than during the funeral, where real flowers or plants are allowed. No planting of trees in or around the gravesite is allowed. **Permanent plantings are prohibited and will be removed.**

10. In the event that the adornments have deteriorated and/or become unsightly, the Cemetery representative has the authority to remove said items. The County or its Cemetery representatives are not responsible for the loss of mementos left at gravesites. **Glass vases or containers are prohibited.**

11. Iron metal fencing, if allowed, cannot be more than 48” tall and cannot have locked gates. Fencing must be removable for burials. All fencing requests must be approved by the Cemetery representative.

12. Please respect this final resting place of our family, friends and neighbors.

THESE CEMETERY RULES AND REGULATIONS WERE ADOPTED THIS __________ DAY OF ________________, 2023 BY THE LYON COUNTY BOARD OF COUNTY COMMISSIONERS.

_______________________________________  
Chairman, Lyon County Board of Commissioners

ATTEST: _________________________________  
Staci Lindberg, Lyon County Clerk Treasurer
SPECIFICATIONS FOR CURBING OF CEMETERY PLOTS

HEAD CURBING:
Finished cement should measure 12" wide and 8" thick. The width is usually dictated by the size of the headstone.

SIDE AND BOTTOM CURBING:
Finished cement should measure 6" wide and 8" thick.

No less than 4” – 5” of curbing must be below ground level.

All curbing shall have at least two reinforcing bars (rebar) along the full length of head curbing, and one reinforcing bar on remaining edges. Rebar used in all curbing should be either 1/2” or 3/8” thick.

CONCRETE CAPS:
When the entire plot is covered with cement it is called a “CAP” and the dimensions are as follows:

Thickness should be at least 4”.

6" x 6" / #10 - #10 WWF (wire mesh) must be used throughout the entire cap.

A cap is poured inside the above-described curbing.
Silver Springs Cemetery requires that curbing be made from scalloped, gray brick sections to maintain uniformity. Concrete curbing may also be used. Refer to specification sheet for measurements.