

Rainier Cemetery District

Regular Monthly Meeting

June 19, 2023

The regular meeting was called to order by Rick Fletcher, Director, at 5:04pm at 24952 Alston Rd (cemetery office), Rainier, OR; Board member(s) present: Scott Falconer and Janice Carstensen

Board member(s) absent - none.

Cyndi Warren, District Bookkeeper/Manager - present.

Flag Salute

Visitors:

Jim & Sharon McGlone (left before the meeting was over)

Denise Cullison

Leona Zimmer

Bob & Monica Hackenberg

David St. Onge

Rebecca Fieken

Jennifer Fieken

The board chair asked for public comment, none requested.

There were several public comments made throughout the meeting outside of the allowable public comment portion of the meeting.

Old Business:

Pictures/Posters of Cemeteries

Pictures completed; they just need to be hung in the office.

Neer City Cemetery Road Improvement Project

Mr. Stadelman has been sent a map of the cemetery with a location marked where he can unload the boulders when he has time. Once they have been delivered, Cyndi will meet him at the cemetery to work on placement and completing the chain gate(s). The maintenance staff has asked that an additional chain gate be added up top to allow equipment access.

Nothing new to report at this time.

Purchase of new mower

It was discovered during the purchasing process that if the District wanted to use the government discount, they could not get the 1.9% interest rate as originally approved.

The options are:

4 years @ 9% interest (w/government discount) - \$10,000 financed and \$3,990 down payment.

4 years @ 19% interest (w/out government discount) - \$11,399 financed and \$3,990 down payment.

Scott made a motion and Janice seconded that the District go with the 9% interest w/government discount with the plan to pay off the mower sooner than 4 years: all in favor.

New Business:

Director Falconer made a motion and Director Carstensen seconded that May's meeting minutes be approved as presented; all in favor.

Director Carstensen made a motion and Director Falconer seconded that the bills be approved and paid as presented; all in favor.

Sexton Applications

The interview committee will be Director Falconer, Cyndi Warren and the board ask Mr. St. Onge if he would like to be on the committee, he said yes.

22/23 Supplemental Budget Resolution 23-004

Director Carstensen made a motion and Director Falconer seconded that Resolution 23-004 increasing the 22/23 income items Plot Sales, Liner Sales and Open & Close and increasing the appropriation line items Office Manager, Maintenance Crew, Professional/Contract Services, Office Supplies and Equipment Maintenance and Repairs for an overall budget of \$322,891: all in favor.

Discuss/Approve County Elections May 2023 Canvass Results

Director Carstensen made a motion and Director Falconer seconded that the Notice of Election Canvass be approved; all in favor.

The new board members were asked for copies of their driver's licenses prior to tonight's meeting for the required post-election verification of each candidate, however they feel that the County has already done this and did not provide this information.

23/24 Bookkeeping Contract – CMW Books, LLC

Director Carstensen made a motion to approve the bookkeeping contract for the amount of \$1,654 a month and Director Falconer seconded: all in favor.

Discuss/Approve CemSites Plot Organization Program

Director Carstensen made a motion and Director Falconer seconded that the District purchase this program for \$16,000; this amount includes the migration and support for Hudson and Murray Hill cemeteries (the two most currently used cemeteries at this time), there will be a \$5,000 down payment with a monthly payment of \$917 for 1 year and an annual payment of \$1,500 for software and license: all in favor.

Letter from Weyerhaeuser

The District received a letter about an upcoming harvest and road building on Apiary Rd. The board requested that an email be sent to the Weyerhaeuser contact to find out what, if any impact there will be on the District.

Truck Signage

The board approved the suggested truck signage without the tailgate signage.

Maintenance & Office Staff Reports:

Office Staff

April and May reports provided.

Maintenance Staff

Now that Memorial Day is behind the crew, they have been asked to resume the backhoe training each week.

District Manager's Report

Employee Handbook – In progress

Employee Evaluations are scheduled for this week.

Board Reports

Director Falconer – Stated that it has been a pleasure to work with Janice.

Director Carstensen – Read a statement as this is her last meeting after 30+ years with the District.

Director Fletcher – Nothing new to report on the Boundary Expansion project.

Meeting adjourned at 6:21pm. Next regular meeting will be:

Monday, July 17, 2023, at 5:00pm

Approved By: _____ Date: _____