

# Rainier Cemetery District

## Regular Monthly Meeting

December 19, 2022

The regular meeting was called to order by Rick Fletcher, Director, at 5:01pm 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.

### Visitors:

**Bob & Monica Hackenberg**

**David & Carol St. Onge**

**Delyla Laughlin**

**Monica Hackenberg**

Mrs. Hackenberg stated that it is not hostility being displayed, it is frustration over no transparency.

Why does the office person have to ask Cyndi for anything?

The 3 people on the board are completely responsible.

Does the board see receipts before the checks are written? Director Fletcher stated no.

**Bob Hackenberg**

Who signs the checks and pays the bills?

The cemetery district is run like a business; why are the gates locked during business hours?

Why did the District buy an old truck and not a new mower?

The staff should use their own vehicles for District business.

Who gets PERS? Director Fletcher stated that staff only.

September meeting: Director Fletcher was listed as a visitor, then appointed as a board member; a new board member must be sworn in, when did this happen?

**Delyla Laughlin**

PERS on the budget, who gets it?

A lot of animosity directed towards Cyndi; it is misdirected as the board needs to take on more responsibilities. Director Fletcher stated that the board's responsibilities are to make and enforce policies and manage expenditures; having a manager is very commonplace with District's.

**David St. Onge**

Oregon Public Meetings went from 5 minutes to 3 minutes to speak; Director Fletcher stated that with the newly adopted public meeting rules, the 3 minutes allow up to 10 members of the public to comment. The public comment part of the meeting shouldn't go beyond 30 minutes total.

Mr. St. Onge stated that the District has the wrong manager; she doesn't know what she is doing.

The District is losing the voters for the levy.

The District is losing.

The District is not interested in what the public has to say.

The District's responsibility is maintenance and beautification.

Mr. St. Onge stated that it's time to wake up, you don't give a shit. (he was asked to watch his language)

Director Fletcher stated that the levy will be important for continued operations and that mistakes are made, but everyone is trying very hard to do the very best for the district.

Director Fletcher also stated that being a board member is being actively involved and with the current 3-member board, two can't be together due to quorum concerns, so please give us some time to get things figured out.

## Old Business:

### **Murray Hill Cemetery**

It has been discovered by some recent land development in the area that one of the columbaria and the memorial garden are not on cemetery property. However, the company doing the land development has been in contact and are likely to deed this portion of the cemetery to the District as they do not want to disturb cemetery operations.

It was discovered that the City of Clatskanie (when they had ownership of the cemetery) entered into an agreement with Herb Clifford, the now deceased previous owner of the property, for a lot line adjustment at his expense of this particular piece of property for 6 plots in the cemetery: however, Mr. Clifford did not follow through with his end of the written agreement.

The board suggested that a letter be drafted to the family of Herb Clifford to determine whether they can complete the original agreement of a lot line adjustment at their expense OR return the unused plots.

***The District Manager has been working with Dave True, the former Clatskanie Public Works Director, on getting the information regarding this situation; at this time, it appears that the lot line adjustment has been completed. Once a full review of the paperwork gathered has been completed an updated report will be brought to the board. Nothing new to report at the time of this meeting.***

### **Pictures/Posters of Cemeteries**

Sarah Johnson with the Clatskanie PUD will be very happy to print pictures of the cemeteries, the board just needs to determine where they will hang in the office, and what size they will be.

### **Neer City Cemetery Road Improvement Project**

This project has been split into 3 phases due to budgetary concerns.

Phase 1 – Placing 11-14 large boulders at the upper parking area and down below to prevent driving access to the undeveloped road to the back of the cemetery.

***UPDATE – As of tonight's meeting the District had not heard from Mrs. Petersen regarding the donation of the boulders.***

***Cyndi will confirm with Mr. Stadelman that the \$1,500 includes the cost of the boulders with the placement. Director Fletcher will contact Goble Quarry and Tide Creek about costs for boulders in case the cost of the boulders are not included in Mr. Stadelman's quote.***

### **Preventative Tree Maintenance with Clearview Tree Service & Titan Tree Care, LLC.**

Dorian with Titan Tree Care will be looking at the trees next week for safety concerns at the Larson Rd cemeteries and getting the district a quote.

Cyndi will meet with Ray with Clearview again at the Clatskanie cemeteries to discuss specific safety concerns and get updated quotes.

### **Discuss the purchase of second district vehicle**

The vehicle has been purchased.  
It should be registered this week.

The staff was asked about using their personal vehicles for occasional district business and paid for mileage and both maintenance crew members stated that they did not wish to use their personal vehicles for district business as is their right.

**Meeting Minutes Release Policy**

Director Carstensen made a motion and Director Falconer seconded that the Release of Regular Board Meeting Minutes policy be adopted with the ‘once approved by the board’ change made; all in favor.

**Janice – yes, Scott – yes, Rick - yes**

**New Business:**

Director Carstensen made a motion and Director Falconer seconded that November’s meeting minutes be approved as presented; all in favor. **Janice – yes, Scott – yes, Rick - yes**

Director Carstensen made a motion and Director Falconer seconded that the bills be approved and paid as presented; all in favor. Director Fletcher noted his stake in the check to the Clatskanie RFPD for service on the new district vehicle as the station mechanic.

**Janice – yes, Scott – yes, Rick - yes**

**Well Water Usage**

Based on the monthly meter readings, the two neighboring properties sharing the District’s well, is using about 88% of the water. The board discussed contacting the property owner through the attorney and possibly restructuring the current agreement in place with regards to repairs and maintenance costs; the current agreement is 50/50.

**21/22 Audit Approval**

The board asked for another month to review the audit.

**Volunteer Handbook Template**

SDAO provided the district with a volunteer handbook template, as it is quite extensive the board has decided to table this until everyone has time to further review it.

**Staff Apparel**

Board approved; Cyndi will work on some costs for the January meeting.

**Watts Family Memorial Bench – Murray Hill Cemetery**

They are asking for approval to place a memorial bench by the columbaria at Murray Hill Cemetery. It will be engraved with ‘In Memory of John & Imogene Watts’ “A Treasured Life Together”, the dimensions of the bench are 48x33 with a concrete foundation measuring 56x20.

The board requested to know what material(s) the bench will be made of and a picture.

**Maintenance & Office Staff Reports:**

**Office Staff**

Nothing new to report currently.

**Maintenance Staff**

The backhoe and RTV are being scheduled for service in the coming weeks.

**Board Reports**

Director Falconer – He was approached by a Clatskanie City Council member regarding some possible vandalism at Maplewood Cemetery. The staff looked into this, and no obvious vandalism was found.

Director Carstensen – stepped down as the board chair and nominated Director Fletcher; Director Falconer seconded, and Director Fletcher accepted.

Director Fletcher – will be exploring the option of expanding the boundaries of the District.

George Dunkel of Special Districts suggested having a board workshop and invite board members from other Districts; we will shoot for March or April.

The Ruralite interview(s) were completed today.

Meeting adjourned at 6:08pm. Next regular meeting will be:

**Monday, January 16, 2023, at 5:00pm**

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_