

**Rainier Cemetery District  
Special Meeting Minutes  
December 17, 2025 at 5:30 p.m.**

**24952 Alston Mayger Rd  
Rainier, OR 97048**

**Present:** Jen Nelson, Kim O'Brien, Amy Lewno, Shalana Clark

**Absent:** Jim McGlone

**I. Preliminary Matters**

- A. Call meeting to order at 5:36
- B. Pledge of Allegiance
- C. Welcome Statement;

Welcome to the December 17, 2025 Special Board meeting of the Rainier Cemetery District.

- D. Approve agenda

<b>Motion:</b>	I move to approve the agenda with the addition discussing the wood in the wood shed as item D.			
	Motion	Second	Aye	Nay
Kim O'Brien		X	X	
Jen Nelson			X	
Shalana Clark	X		X	
Amy Lewno			X	
<b>Discussion:</b> None				
Notes: Motion Carries				

**II. New Business & Possible Action Items**

- A. Pump, Amy: Pump parts were ordered, but have not arrived. If we don't get this fixed Matt has to do it all by hand. We have a funeral on Monday. Even if parts came in, it would most likely not be fixed in time.

<b>Motion:</b>	I move to approve the purchase of a new sub pump for \$569.00 and fixing the old one to have as a back up up to \$300.00			
	Motion	Second	Aye	Nay
Kim O'Brien		x	X	
Jen Nelson			X	
Shalana Clark			X	
Amy Lewno	x		X	
<b>Discussion:</b> None				
Notes: Motion Carries				

- B. Chain bridle, Amy: This is only for the cement liners. Matt said people have been asking for cement. Bid is for \$450.00 it is used to lift. They have been using a chain

<b>Motion:</b>	I move to table the chain bridle to the January meeting.			
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	Motion	Second	Aye	Nay
Kim O'Brien			X	
Jen Nelson		X	X	
Shalana Clark			X	
Amy Lewno	X		X	
<b>Discussion:</b> None				
Notes: Motion Carries				

C. Debit/Credit Card Users/Holders, Shalana: Spectrum needs our card number and we have not been able to provide it.

<b>Motion:</b>	I move to approve Jennifer Nelson receiving a Wauna Credit Union checking account debit card for the Rainier Cemetery District effective immediately.			
	Motion	Second	Aye	Nay
Kim O'Brien	X		X	
Jen Nelson			Abstain	
Shalana Clark		X	X	
Amy Lewno			X	
<b>Discussion:</b> None				
Notes: Motion Carries				

<b>Motion:</b>	I move to hold an emergency meeting in order to get today's minutes approved for the purpose of Jennifer having the ability to get the Wauna Credit Union, Rainier Cemetery District checking account debit card for tomorrow, December 18th 7pm via phone			
	Motion	Second	Aye	Nay
Kim O'Brien			X	
Jen Nelson			X	
Shalana Clark	X		X	
Amy Lewno		X	X	
<b>Discussion:</b> None				
Notes: Motion Carries				

D. Wood in wood shed, Amy

<b>Motion:</b>	I move to approve giving the wood in shed to HOPE			
	Motion	Second	Aye	Nay
Kim O'Brien			X	
Jen Nelson			Abstain	
Shalana Clark		x	X	

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Amy Lewno	X		X	
<b>Discussion:</b> Matt thinks it's about 2 cords of seasoned wood. Kim will talk to HOPE to see if they can pick up or if they will need it delivered.				
Notes: Motion Carries				

**III. Executive Session at 5:56pm**

**A. ORS 192.660(2)(h)**

To consult with counsel concerning current or possible litigation

**B. ORS 192.660(2)(f)**

To consider information or records that are exempt by law from public inspection

Exited at 6:54pm

No Decisions were made

**IV. Discussion & Possible Action Items**

**A. Well Agreement, Jen: We have received the agreement from the attorney**

<b>Motion:</b>	I move to modify and approve the well agreement with an ending date of July 1st without charging any back fees			
	Motion	Second	Aye	Nay
Kim O'Brien			Abstain	
Jen Nelson	X		X	
Shalana Clark			X	
Amy Lewno		X	X	
<b>Discussion:</b> None				
Notes: Motion Carries				

**B. Inheritance**

<b>Motion:</b>	I move to have Jen Nelson contact Matt Malmshemer, our attorney asking him to submit our proposal of \$60,000 bequest from Rodney Peterson's estate.			
	Motion	Second	Aye	Nay
Kim O'Brien			X	
Jen Nelson			X	
Shalana Clark	X		X	
Amy Lewno		X	X	
<b>Discussion:</b> None				
Notes: Motion Carries				

**V. Future Agenda Items**

**A. Policies/By-Laws**

**B. Updated Rules and Regulations**

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- C. Job Descriptions
- D. Volunteer Handbook add no digging
- E. Flat Headstones in one row, raised in the next
- F. Current Building and Loan

**VI. Board Comments**

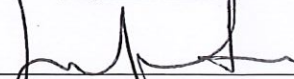
Sympathy Cards

**VII. Next Meetings**

Regular Board Meeting

January 7, 2025

**VIII. Adjournment at 7:16pm by unanimous consent**

  
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Jennifer Nelson - Chair

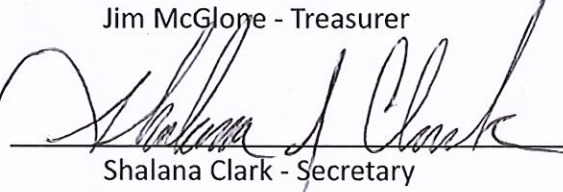
12-18-2025  
Date

  
\_\_\_\_\_  
Kim O'Brien - Vice Chair


12-18-2025  
Date

Absent

Absent

Jim McGlone - Treasurer  
  
\_\_\_\_\_  
Shalana Clark - Secretary

\_\_\_\_\_  
Date  
12/18/2025  
Date

  
\_\_\_\_\_  
Amy Lewno - Sgt. of Arms

12-18-2025  
Date