

**Rainier Cemetery District
Regular Meeting & Budget Hearing Minutes
June 3, 2026 at 5:00 p.m.**

**24952 Alston Rd
Rainier, OR 97048**

Present: Jen, Carolyn, Shalana, Amy, Kim (5:20pm)

Visitors: Chad Miller, Arna Collier, Bob Hackenberg, Russ Reigel, and Doris Hale

I. Preliminary Matters

- A. Call meeting to order at 5:08 p.m.
- B. Pledge of Allegiance
- C. Welcome Statement;

Welcome to our June 3, 2026 Regular Board meeting of the Rainier Cemetery District. Citizen comments are welcomed, but out of respect for all they shall be limited to three minutes per person.

D. Approve agenda

Motion:	I move to approve the agenda with the addition of E under New business			
	Motion	Second	Aye	Nay
Jennifer Nelson			X	
Amy Lewno	X		X	
Shalana Clark		X	X	
Carolyn Samples			X	
Discussion: None				
Notes: Motion Carries 4-0				

II. Consent Agenda

- A. April 1, 2026 Regular Meeting Minutes
- B. May 6, 2026 Regular Meeting Minutes
- C. May 18, 2026 Work Session Minutes
- D. May 21, 2026 Special Meeting Minutes

Motion:	I move to approve the consent agenda			
	Motion	Second	Aye	Nay
Jennifer Nelson	X		X	
Amy Lewno		X	X	
Shalana Clark			X	
Carolyn Samples			X	
Discussion: None				
Notes: Motion Carries 4-0				

III. Public Comment

The board may now recognize individuals who have a public comment or are here to give testimony on the 26 - 27 RCD Budget.

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Doris: I liked the way Hudson cemetery looked when I went

Chad Miller: Placing flags can be very difficult, if you need a loved one added to the list, please contact the RCD office.

Row Markers would be very helpful, Having a plaque that gives direction, you are here and then the rows. Scappoose has a binder, very helpful. Instead of marking the headstone, mark the grass.

Bob: There was trouble with the homeless camping out.

Board: Was told it was over \$3000.00 for the year, but we could do weekends

Bob: 2 meetings ago, restrooms, have to go out and around, why?

Jen: It's a hazard

Shalana: It's a liability

Bob: I called and spoke to David and he said he didn't tell you that

Jen: We didn't talk to him, he came out here and met with us here. He walked through. It is a liability.

Carolyn: Do you think all 5 of us are gonna sit here and lie to you? He came and talked to us.

Chad: When someone buys a plot, there is paperwork we get that specifies if they are a vet.

We have a master list VFW Meeting is June 8, 2026 at 6pm

Military can get a coin that can be put on headstone, we can add link to our website

Kim: We could create a pamphlet

IV. Reports, Information, and Discussion Items

A. Treasurer Report

a. Wauna

i. Checking: \$32,956.21

ii. Savings: \$5.00

b. Building Loan Owing: \$205,786.73

c. LGIP: \$166,983.06, did a transfer from LGIP to checking

B. Sexton/Maintenance Report, see attached

C. Office Report, see attached

V. Bills

A. Bills, See attached, added Debit Card Amazon purchase for office supplies

Motion:	I move to remove the subscription/monthly payment to the Rainier Historical			
	Motion	Second	Aye	Nay
Jennifer Nelson			X	
Amy Lewno		X	X	
Shalana Clark			X	
Carolyn Samples			X	
Kim O'Brien	X		X	
Discussion: None				
Notes: Motion Carries 5-0				

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Motion:	I move to approve paying The Eagle and Les Schwab				
	Motion	Second	Aye	Nay	
Jennifer Nelson		X	X		
Amy Lewno	X		X		
Shalana Clark			X		
Carolyn Samples			X		
Kim O'Brien			X		
Discussion: None					
Notes: Motion Carries 5-0					

VII. Public Testimony

A. The board may now hear any public testimony on the 26 - 27 RCD Budget. 5:47 p.m.

Doris: Strategic Investment Program for?

Board: It is a program that businesses can contribute to in order to get tax breaks. The money that gets put into the fund gets split throughout the county.

Local Real-World Examples

In Columbia County, this program has been used for large-scale energy projects. For example, the county has utilized SIP agreements with major utility operations (such as Portland General Electric) where the company built large energy infrastructure. The "Community Service Fees" and other negotiated payments generated from these massive projects are then distributed by the county and local governments to fund local budgets, services, and capital projects.

Doris: 18, 19 and 20 all absent, no data.

Board: This is data from prior years. This is the adopted budget and we don't have any idea of actual data.

VIII. Old Business & Possible Action Items

A. Copier/Printer

B. Seasonal Landscape Help, Wendy is printing email and resume

Motion:	I move to hold an executive session immediately followed by a special session June 10 at 5pm				
	Motion	Second	Aye	Nay	
Kim O'Brien		X	X		
Jennifer Nelson			X		
Amy Lewno			X		
Shalana Clark	X		X		
Carolyn Samples			X		
Discussion:					
Notes: Motion Carries 5-0					

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C. Office Well- Jen: I sent an email to Lucas. No news. Jen will email again

IX. New Business & Possible Action Items

A. Volunteer Insurance: See attached, they would have to use their own equipment. Looks like \$300 year, up to 15 volunteers to start

Motion:	I move to approve the purchasing of the volunteer accident insurance for up to 15 volunteers with a cap of \$400.00 for the policy year			
	Motion	Second	Aye	Nay
Kim O'Brien			X	
Jennifer Nelson			X	
Amy Lewno		X	X	
Shalana Clark	X		X	
Carolyn Samples			X	
Discussion: None				
Notes: Motion Carries 5-0				

B. Porta Potties, Volunteers and Public needs access for specific holidays. Memorial day, research cost for weekend, maybe a donation, tax write off. We would need Hudson and Murray, so 2, who is liable for damage, vandalism, we would need ADA, Shalana will check, 20th - 26th, 2027

C. Temporary Markers, Amy: Matt is almost out of them.

D. 2026 - 2027 RCD Budget

Motion:	I move to approve the Resolution 26-001, see attached			
	Motion	Second	Aye	Nay
Kim O'Brien			X	
Jennifer Nelson			X	
Amy Lewno		X	X	
Shalana Clark	X		X	
Carolyn Samples			X	
Discussion: None				
Notes: Motion Carries 5-0				

E. Solar Light for flag pole at Neer City, Amy: Flags have to be illuminated if they remain up after dark. We need to check all cemeteries.

X. Pending

A. Facebook- Shalana changing to a business page

B. Columbaria

C. Financial Audits, In process, 3 yrs behind, Jen will gather more info for Hurliman. Bob said someone called Monica and asked when we were submitting this.

D. Murray Hill Water Issue: Water is off, we need some bids, contractors because we will need to dig up the intersection. We need 3 bids, Kim will talk to Matt. The

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new section was only supposed to be flat. There was not an option, at some point authority was given to add upright headstones.

- E. Business Cards, info for community: Vista Print account created and shared with board - Kim brought in coupon
- F. Employee Handbook
- G. February 26, 2026 Work Session Meeting Minutes

XI. Future Agenda Items

- A. Policies/By-Laws
- B. Updated Rules and Regulations
- C. Job Descriptions
- D. Volunteer Handbook add no digging
- E. Flat Headstones in one row, raised in the next
- F. Current Building and Loan

XII. Executive Session 6:41pm

- A. ORS 192.660(2)(f)

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

Returned at 7:36 p.m.

No decisions were made

Motion:	I move to approve the purchase of an external hard drive for no more than \$100			
	Motion	Second	Aye	Nay
Kim O'Brien			X	
Jennifer Nelson		X	X	
Amy Lewno			X	
Shalana Clark	X		X	
Carolyn Samples			X	
Discussion: None				
Notes: Motion Carries 5-0				

Motion:	I move to approve scheduling a mandatory all staff meeting for Monday, June 8, 2026 at 11 am			
	Motion	Second	Aye	Nay
Kim O'Brien			X	
Jennifer Nelson		X	X	
Amy Lewno	X		X	
Shalana Clark			X	
Carolyn Samples			X	
Discussion: None				
Notes: Motion Carries 5-0				

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XIII. Board Comments

Thank you budget committee for your work

XIV. Next Meetings

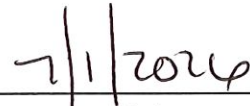
Organizational Board Meeting

July 1, 2026

XV. Adjournment by unanimous consent at 8:00 p.m.



Jennifer Nelson - Chair



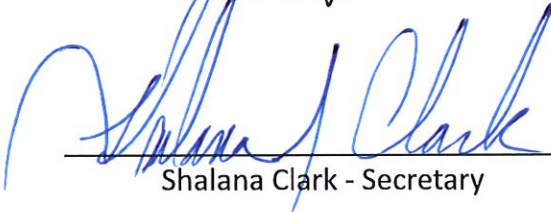
Date



Carolyn Samples -Vice Chair



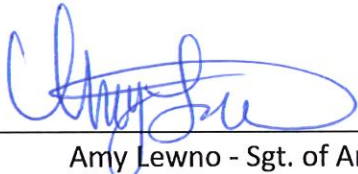
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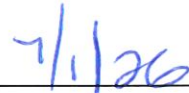
Shalana Clark - Secretary



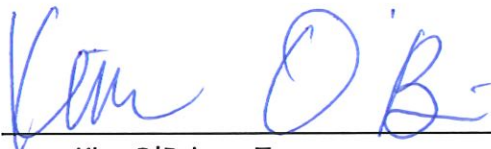
Date



Amy Lewno - Sgt. of Arms



Date



Kim O'Brien - Treasurer



Date

6-1-26

Mowed Cedar Hill. Completed Urn Burial and Service. Mowed and Started plot check at Stewart Creek.

6-2-26

Measured and probed for plot sale. Mowed Mayger and Finished Mowing Stewart Creek.

6-3-26

Cleaned up and Dumped Garbages at Murray Hill. Mowed at Murray Hill

6-4-26

Finished mowing Murray Hill. Started mowing Maplewood. Completed a double urn burial at Green Mnt.

6-5-26

Finished mowing maplewood and Mowed most of the field at Murray Hill.

6-8-26

Started mowing at Green Mnt. Measured family plot for future burials and Headstones. Measured plots for incoming Headstones.

6-9-26

Made calls for bids on Murray Hill Water. Finished mowing Green Mnt and started Woodbine.

6-10-26

Finished mowing Woodbine and started Hudson. Plot sale at Hudson. Marked for market.

6-11-26

Mowed & Trimmed at Hudson

6-12-26

Mowed and Trimmed at Hudson.
Completed a service and burial. Finished
mowing Hudson.

6-15-26

Mow and Trim around shop. Checked
on mower parts. Called and set up meeting
to get project quotes.

6-16-26

Meetings for quotes and bids on upcoming projects. Mowed at Knights of Pythias

6-17-26

Meetings for quotes and bids. Mowed at Neer City. Called to get specs. for columbaria to help with bids.

6-18-26

Finished Mowing Neer City. Mowed Kobel.

6-19-26

Calling for specs and estimates, mowing and trimming at Apiary. Straightening and Leveling out headstones.

6-20-26

Completed a service and burial at Hudson.

6-22-26

Mowed and Trimmed at Mayger. Measured and marked for new columbaria.

6-23-26

Met with contractors for estimates and measurements. Sent pictures for access info to columbaria people. Met family for plot sale at Mayger. Sent columbaria info to contractors. Left early from Heat.

6-24-26

Finish mowing Stewart Creek and mowed Cedar Hill. Met for plot sale. Checked plot for ~~burial~~ burial.

6-25-26

Mowed and Trimmed at Maplewood.
Cleaned up fallen branches

6-26-26

Dug grave for Saturday burial,
finished Trimming and mowing at
Maplewood,

6-27-26

Completed full burial at Apiary

6-29-26

Mowed at Murray Hill

6-30-26

Scott

6/1 Mowed cedar Hill, Mowed ~~Half~~ Half of Stewart creek.

6/2 Mowed Stuart Creek, Mowed Mager.

6/3 Mowed Much of Murray Hill,

6/4 Finished Mowing Murray Hill, Mowed part of Maplewood

6/5 Finished Mowing Maplewood Mowed Field at Murray Hill.
Weed-eated Blackberries along Border at Murray Hill.

6/8 Mowed part of Green Mnt.

6/9 Mowed All but 3 rows of Green Mnt. Mower broke down, weed eated all of Green Mnt. North.

6/10 Weed-eated Green Mnt. south, weed-eated all of Woodbine

6/11 Weed eated at Hudson

6/12 Finished Weed-eating at Hodson Blew off all Head-stones.

6/15 Weed-eated and blew off Office

Scott

- 6/16 Mowed Knights of Pith, weed-eated most of Knights of Pith.
- 6/17 Mowed part of Neer City; weed-eated and blew off all Headstones at Neer City.
- 6/18 Weed-eated Embankment, Ditch, sand pile at Neer City, weed-eated All graves, Fence inside and outside at Robel
- 6/19 Mowed & weed-eated Apiary, Moved 2 Headstones
- 6/22 Weed-eated Mager, checked out plots at Murray Hill re-marked for columbarium at Murray Hill.
- 6/23 Mowed most of Stewart Creek.
- 6/24 weed-eated Stewart Creek, weed-eated cedar Hill, Measured out plots at Mager.
- 6/25 weed-eated most of Maplewood
- 6/26 Dug grave for Saturday, Mowed and weed-eated The rest of Maplewood.
- 6/27 Completed burial at Apiary
- 6/29 Weed-eated at Murray Hill
- 6/30

Scott

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- 6/17 Mowed part of Neer City; weed-eated and blew off all Headstones at Neer City.
- 6/18 Weed-eated Embankment, Ditch, sand pile at Neer City.
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- 6/30

June Income

Receipt			Services												RECEIPTS	
Date	#	Amt	Plot	Columbaria	O/C casket	Polyliner	O/C urn	O/C 2nd inurnment SAME TIME	Marker Permit	Headstone Fee	Weekend OT	Ton/ Chairs	Vase setting fee	Cenolaph	URN SALES	Brk Dep/Ctrg
6/2/2026	26-045	\$ 2,500.00	\$ 2,500													Ck#76031 \$2,500.00 Loring
6/3/2026	26-046	\$ 1,000.00	\$ 1,000													MC#030402 \$1,000.00 Lovegren
6/9/2026	26-047	\$ 130.00														Visa#014931 \$ 130.00 Melton
6/9/2026	26-048	\$ 130.00							\$130							Visa#03017D \$ 130.00 Mkr Prmt for Gregg/Aasen
6/9/2026	26-049	\$ 150.00					\$ 150		\$130							Visa#948115 \$ 150.00 Nelson
6/11/2026	26-050	\$ 600.00					\$ 600									Visa#025990 \$ 600.00 Kelley
6/16/2026	26-051	\$ 775.00					\$ 600					\$175				Ck#1148 \$ 775.00 Pegany for Pike
6/16/2026	26-052	\$ 1,000.00	\$ 1,000													Visa#045787 \$1,000.00 Ulrich/Vigoren
6/17/2026	26-053	\$ 1,000.00	\$ 1,000													Visa#06469Z \$1,000.00 Grape/Allen
6/18/2026	26-054	\$ 1,000.00		\$ 1,000												Ck#5659 \$1,000.00 Judge
6/23/2026	26-055	\$ 1,000.00	\$ 1,000													VisaDeb#184416 \$1,000.00 Morrison
6/29/2026	26-056	\$ 2,755.00			\$ 1,250	\$ 750			\$130		\$ 450	\$175				Ck#3268 \$2,755.00 Col Fun./Erickson
	26-057			Brooke Hamilton full burial												
6/25/2026	26-058	\$ 130.00							\$130							MC#09361Z \$ 130.00 Nelson
6/26/2026	26-059	\$ 2,000.00	\$ 2,000													Ck#2056 \$2,000.00 Stebbins
6/29/2026	26-060	\$ 600.00					\$ 600									Visa#009753 \$ 600.00 Prosser (Gunn)
6/29/2026	26-061	\$ 1,050.00					\$ 600				\$ 450					Ck# 4905 \$1,050.00 Lovegren 6/29/26 \$5,805 - 3rd ck-in MAY-missed

\$ 15,820	\$ 8,500	\$ 1,000	\$ 1,250	\$ 750	\$ 2,550	\$ -	\$ 520	\$ -	\$ 900	\$ 350	\$ -	\$ -	\$ -
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