

## Rainier Cemetery District

### Regular Monthly Meeting

September 19, 2022

The regular meeting was called to order by Janice Carstensen, Board Chair, at 5:01pm at 24952 Alston Rd (cemetery office), Rainier, OR; Board member(s) present: Scott Falconer

Board member(s) absent: None

Cyndi Warren, District Bookkeeper/Manager - present.

### Visitors:

Richard Fletcher

Dave & Carol St. Onge

Mr. St. Onge's comments ~

The maintenance of the cemeteries is suffering, he provided pictures, but was unable to provide exact dates (possibly between 9/3 & 9/8) or which pictures were of which cemeteries.

He stated that the maintenance staff is mowing too short and hitting headstones.

He wanted to know if the maintenance crew is using mulching blades.

Mr. St. Onge stated that there is a volunteer out there that is still very upset at being told they could not volunteer, when Mr. St. Onge was asked who this volunteer is, so that they might be contacted to try and clear up this misunderstanding, he stated that no, we could not know who it was.

He also stated that no wonder this volunteer was upset, as volunteers and visitors are treated like lepers by this District.

Mrs. St. Onge's comments ~

She wanted further clarification on the 48-hour death to burial requirement and what happens if someone calls on Friday after the office is closed. It was stated that would be unfortunate, but that it really is a family and/or mortuary issue and would be dealt with upon the office staff's return on the following Monday.

Jim McGlone (arrived late after public comment)

Matt Fieken (arrived late after public comment)

Leona Zimmer was on the agenda but did not show up for tonight's meeting.

### Old Business:

#### Bottle Drop Account

The new bottle drop account balance is: \$255.30.

#### Purchase of new mower

The new mower is in and Pape' is putting it together and will contact us when it is ready for delivery.

#### Headstones at Neer City Cemetery

Several times it has been mentioned that there are headstones (no specific number given) down over the bank. It is unsure if they were pushed over the bank at some point or if they slowly shifted over the bank over the years. It has been repeatedly asked of Ms. Zimmer and Mr. St. Onge, who have mentioned multiple times that the District has not taken care of these headstones, where they are located so the maintenance staff or volunteers could investigate getting them moved back up into the cemetery. However, no one seems to be

able to tell the District the location of these headstones and stated that Kevin Crawford, the previous Sexton would know.

***Cyndi spoke with Kevin Crawford the previous Sexton and he stated that he also had heard about these headstones, but that he had no idea where they were either.***

### **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.

***Nothing new to report on this situation at the time of the meeting.***

### **Address to the public regarding recent issues (Updates)**

Gate – will remain closed and locked, a sign will be posted directing the public to call and get the gate code for access. ***Operational hours will be dawn to dusk, signs will be made and placed at this and all district cemeteries.***

Survey of Neer City Cemetery- KLS Survey has been contacted. ***Nothing new to report at the time of this meeting.***

District's Shop & Office Building Safety – The fire marshal has been on site and requested that a maximum occupancy sign be hung (49 people) – ***completed.***

The use of some extension cords and/or power strips be addressed by an electrician. ***A quote from Rawhide Electric was approved at tonight's meeting to fix the issues reported by the Fire Marshal.***

Volunteering with the District – While the District's equipment is likely to be unavailable for use due to being used by staff, the District welcomes and appreciates all volunteering opportunities when properly coordinated with District staff.

### **Policy Addendum – Cemetery Hours of Operation for Public Use**

Director Falconer made a motion and Director Fletcher seconded that the policy addendum stating dawn to dusk hours of operation for all district cemeteries be approved as presented, motion carried; all in favor.

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

### **Drone Pictures of Cemeteries**

Matt Hadley provided some sample pictures; however, he had mentioned that he wanted to provide better pictures, but they hadn't been provided by the time of tonight's meeting.

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

The District Manager met with Steve Stadelman up at Neer City Cemetery on Saturday to do a walkthrough to discuss road improvement quote(s) for public and maintenance use.

The maintenance staff has been consulted and the project will be divided into two phases; building the road and parking area from the entry gate and gravel laid on the road up the hill and in the turn around.



The maintenance staff has been consulted and the project will be divided into two phases; building the road and parking area from the entry gate and gravel laid on the road up the hill and in the turn around. John Marth Trucking has been contacted to also provide a quote(s), a site meeting will be planned soon.

**Murray Hill Cemetery (Mr. & Mrs. Green) – Water Drainage Issue**

The County has been contacted and suggested that a work order be created to get a larger culvert installed to prevent water runoff from the cemetery to their property.

**Boulder Fence Project at Woodbine/Green Mountain Cemeteries**

The final phase of this project along the grange side of the cemetery should hopefully be completed this fall as Matt and John Marth's time allows.

**Preventative Tree Maintenance with Clearview Tree Service**

Cyndi contacted Ray Shulda by email to let him know that the District is still interested in this project but had not heard from him as of tonight's meeting.

**Deputy State Fire Marshal Report of Shop & Office**

There are some extension cords being used, where there should be some outlets hardwired. Power strips must be plugged directly into an outlet, not another power strip or extension cord.

***Director Falconer made a motion and Director Fletcher seconded that the District accept Rawhide Electric's estimate in the amount of \$1,514.03, motion carried; all in favor. Janice – yes, Scott – yes, Rick - yes***

**Stewart Creek Cemetery**

A community contacted Cyndi on Sunday to let the District know that someone is living at this cemetery. Law enforcement has been contacted and they have 24 hours to vacate.

***Cyndi and Misty met with the neighboring property owner (Leonard Kelley) who has allowed someone to park their trailer on the property and it appears that the extra road that the District has been using as a turnaround, does not belong to the District.***

**New Business:**

Director Falconer made a motion and Director Carstensen seconded that Richard Fletcher be appointed to the open board position #3 recently vacated by Director Christen, motion carried; all in favor.

***Janice – yes, Scott – yes, no third director***

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

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

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

**Maintenance & Office Staff Reports:**

**Office Staff**

The board discussed keeping the gate locked during the day, with a sign on gate stating that people can call for entry for cemetery business. ***Misty and Cyndi will be meeting the sign guy soon.***

Misty has been doing research on a plot organizing program for the District. She has narrowed it down to two companies; CemSites (\$18,500) and Plotbox (\$18,281), they are both comparable with regards to start up and annual costs, however CemSites seems to have a better customer service option. While the initial costs are significant there are ways to cut some of the initial costs, as well as the option to start with 1-2 cemeteries and add others as time and money allows.

The board asked that Misty come to the October or November meeting and provide feedback on why and how this kind of project and expense would benefit the District and the public.

#### **Maintenance Staff**

A maintenance schedule has been provided with the understanding that burials must take priority, but that the office manager will do her best to schedule work within the schedule provided by the maintenance crew. However, it must be understood that there will be times that a change in the schedule cannot be avoided due to burials or emergent safety concerns, and that getting back on schedule as quickly as possible will be very important.

Since Matt, one of the District's maintenance crew members, was in attendance, Director Falconer asked about the cemeteries being mulched when mowing. Matt stated that 1 mower has mulching blades and 1 doesn't. Then he stated that the mulching system is not currently being used (was removed back in April) and they are just using mulching blades. Based on information provided it sounded as if only one mower is currently using any kind of mulching equipment.

The use of baggers was mentioned to help pick up grass.

#### **Board Reports**

Director Fletcher (newly appointed) stated that he will be taking some to visit each cemetery.

Director Falconer asked about the broken gate at Kobel Cemetery; the staff repaired it recently.

Meeting adjourned at 5:39pm. Next regular meeting will be:

**Monday, October 17<sup>th</sup> at 5:00pm**

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

*Jane Corstensen*

Date: \_\_\_\_\_

*10-17-22*