

Rainier Cemetery District
Organizational Meeting Agenda
July 1, 2026 at 5:00 p.m.

24952 Alston Rd2
Rainier, OR 97048

Present: Jennifer Nelson, Carolyn Samples, Kim O'Brien, Amy Lewno, & Shalana Clark
Visitors: Richard Brown and Doris Hale

I. Preliminary Matters

- A. Call meeting to order at 5: 06pm
- B. Pledge of Allegiance
- C. Welcome Statement;

Welcome to our July 1, 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.

C. Approve agenda

Motion:	I move to approve the agenda with the removal of exec session, the addition of bills, removal of old bills			
	Motion	Second	Aye	Nay
Jennifer Nelson		X	X	
Amy Lewno			X	
Shalana Clark			X	
Carolyn Samples			X	
Kim O'Brien	X		X	
Discussion: None				
Notes: Motion Carries 5-0				

D. Election of Officers

a. Chair

i. Nominations: Jennifer Nelson

Motion:	I nominate Jennifer Nelson for Board Chair			
	Motion	Second	Aye	Nay
Jennifer Nelson			Abst ain	
Amy Lewno	X		X	
Shalana Clark			X	
Carolyn Samples		X	X	
Kim O'Brien			X	
Discussion: None				
Notes: Motion Carries 4-0-1				

b. Vice-Chair

i. Nominations: Carolyn Samples

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Motion:	I nominate Carolyn Samples for Board Vice-Chair			
	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				

c. Treasurer

i. Nominations: Kim O'Brien

Motion:	I nominate Kim O'Brien for Treasurer			
	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				

d. Secretary

i. Nominations: Shalana Clark

Motion:	I nominate Shalana Clark for Secretary			
	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				

e. Sergeant of Arms

i. Nominations: Amy Lewno

Motion:	I nominate Amy Lewno for Sergeant of Arms			
	Motion	Second	Aye	Nay
Jennifer Nelson			X	
Amy Lewno			X	
Shalana Clark	X		X	

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Carolyn Samples		X	X	
Kim O'Brien			X	
Discussion: None				
Notes: Motion Carries 5-0				

II. Consent Agenda

- A. June 3, 2026 Regular Meeting Minutes
- B. June 3, 2026 Executive Session Minutes
- C. ~~June 8, 2026 Special Meeting Minutes~~
- D. June 10, 2026 Special Meeting Minutes
- E. June 10, 2026 Executive Session Minutes

Motion:	I move to approve the consent agenda as presented without June 8, 2026 Special Minutes			
	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				

III. Public Comment

The board may now recognize individuals who have a public comment.

Richard Brown: Monday - I talked to Wendy. Glad to be here, I will be happy to take cards down to senior center

IV. Reports, Information, and Discussion Items

- A. Treasurer Report
 - a. Wauna
 - i. Checking: \$32349.50
 - b. Building Loan: \$205303.50
 - c. LGIP: \$172911.46
 - i. Railroad Funds \$2476.60
 - ii. Gas Rents/Royalties and Land Sales \$423.00
- B. Sexton/Maintenance Report, see attached
- C. Office Report, see attached

V. Bills

- A. Bills:
Need paid

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- Polyguard LLC - 30 Ordered - \$12630.00
- Cowlitz River \$213.31
- Vista Print \$66.78 - visa

Auto Pay:

- Centerlogic - \$125.16
- Wilcox & Flegel - \$675.09
- Clatskanie PUD (Alston) - \$129.75
- Clatskanie PUD (Murray Hill) - \$32.36
- Clatskanie PUD (Well) \$30.69
- Columbia River PUD (Larson Rd) \$64.19
- Columbia River PUD (Larson Rd) \$46.76
- Merchant Statement - \$232.87
- Streamline - \$120.00
- Hurliman - \$536.40
- Spectrum \$74.74
- Wilcox & Flegal \$488.

Motion:	I move to pay bills as presented			
	Motion	Second	Aye	Nay
Jennifer Nelson		X	X	
Amy Lewno			X	
Shalana Clark	X		X	
Carolyn Samples			X	
Kim O'Brien			X	
Discussion: Carolyn will talk to Josh to start process				
Notes: Motion Carries 5-0				

VII. Old Business & Possible Action Items

- A. Copier/Printer
- B. Office Well

VIII. New Business & Possible Action Items

- A. Mower - 0% 4 years would be \$4260 a year

Motion:	I move to approve the purchase of a new mower up to \$17,000 from CC Lawn & Tractor			
	Motion	Second	Aye	Nay
Jennifer Nelson			X	
Amy Lewno			X	
Shalana Clark		X	X	
Carolyn Samples			X	
Kim O'Brien	X		X	
Discussion: None				
Notes: Motion Carries 5-0				

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B. Staff Evaluations

Motion:	I move to to hold an executive session on July 10th at 10 am at Jennifer Nelson's house			
	Motion	Second	Aye	Nay
Jennifer Nelson			X	
Amy Lewno			X	
Shalana Clark	X		X	
Carolyn Samples			X	
Kim O'Brien		X	X	
Discussion: None				
Notes: Motion Carries 5-0				

C. Approve the hire of: Devin Crosby, Temporary Seasonal Help: starting Monday, July 6, 2026 - Mid September

Motion:	I move to			
	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				

IX. Pending

- A. Facebook- Shalana changing to a business page
- B. Columbaria
- C. Financial Audits, In process, 3 yrs behind
- D. Murray Hill Water Issue: Water is off - Matt Bids -
- E. Business Cards-- Arrived
- F. Employee Handbook
- G. Temporary Markers - August Agenda
- H. ~~2026-2027 RGD Budget~~
- I. ~~Porta Pottles~~
- J. Volunteer Insurance - Still waiting
- K. Inheritance - Probate up to a year or more

X. Future Agenda Items

- A. Policies/By-Laws
- B. Updated Rules and Regulations
- C. Job Descriptions
- D. Flat vs Tall Headstones, create new policy
- E. Rock / Ground Clear / Plants

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~~XI. Executive Session~~

~~A. ORS 192.660(2)(f)~~

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

XII. Board Comments

Fabulous Job ladies

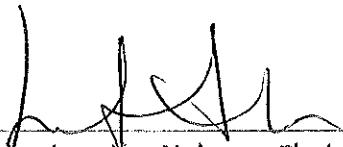
Thanks for coming

XIII. Next Meetings

Regular Meeting

August 5, 2026

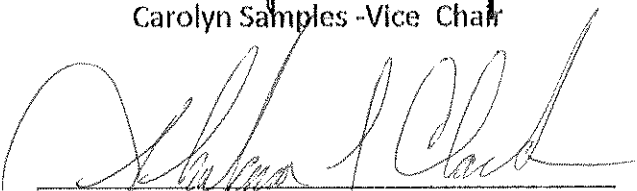
XIV. Adjournment 6:08pm by unanimous consent


Jennifer Nelson - Chair

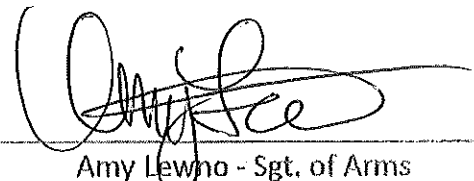
8/5/26
Date


Carolyn Samples -Vice Chair

8/5/26
Date


Shalana Clark - Secretary

9/2/26
Date


Amy Lewno - Sgt. of Arms

8/5/26
Date


Kim O'Brien - Treasurer

8/5/26
Date