# MAPLETON WATER DISTRICT

BOARD OF COMMISSIONERS

SPECIAL MEETING MINUTES

July 7, 2026 | 4:00 p.m. | Lions Club Kitchen

88151 Riverview Avenue, Mapleton, Oregon

## 1. Roll Call

Chair West called the special meeting to order at 4:05 p.m.

**Commissioners Present:** Chair Vanessa West; Vice Chair Art Donnelly; Secretary Steve Elliott; Commissioner Dustin Basurto.

**Staff Present:** Jordan Walker, Office Administrator; Matt Ferkey, Temporary Water System Operator.

**Community Members Present:** Cameron Forrette, Larry Scoville, Ray Mader, Pam Sievers, ShirleyMarie Raven, and Lauren Hesse.

## 2. Approval of the Agenda

The Board amended the agenda to add consideration of a notice of award and agreement memorandum with Wildish Construction; separate confirmation of Forrette's employment status from consideration of Ferkey's temporary employment; add consideration of Resolution 2026-17 regarding the vacant board position; add consideration of Resolution 2026-18 regarding interim operations management; and separately consider the temporary operator employment agreement.

**Motion:** Donnelly moved to approve the agenda as modified. The motion was seconded; the seconding commissioner was not identifiable in the transcript. Motion carried unanimously.

## 3. Discussion and Action Items

### 3.0 Notice of Award - Rice Road Project

West reported that Wildish Construction had been selected for the Rice Road project. The proposed memorandum was intended to document the District's intent to proceed so Wildish could begin ordering materials and scheduling work; it was not the formal notice to proceed.

**Motion:** Donnelly moved to authorize West to sign the notice of award and agreement memorandum between Mapleton Water District and Wildish Construction. Basurto seconded. Motion carried unanimously.

### 3.1 Resolution 2026-16 - District Account Signers

Walker presented Resolution 2026-16 to formalize the Board's prior action adding Basurto as an authorized signer on all District accounts with Oregon Pacific Banking Company.

**Motion:** Donnelly moved to adopt Resolution 2026-16. The motion was seconded; the seconding commissioner was not identifiable in the transcript. Motion carried unanimously.

### 3.2 Confirmation of Forrette's Employment Status

The Board confirmed that Forrette's two-week temporary employment had expired and had not been extended.

**Motion:** Donnelly moved to acknowledge that Forrette was no longer an employee of Mapleton Water District. Elliott seconded. Motion carried unanimously.

### 3.2A Temporary Water System Operator Employment

The Board discussed whether to continue Ferkey's temporary employment beyond the two-week period ending July 7. Discussion addressed continuity of water service, the absence of an immediately available replacement, compensation and benefits, the need for clear duties and accountability, and the Board's plan to complete permanent operator job descriptions and compensation packages.

Scoville urged the Board to retain Ferkey and improve his compensation and benefits. Hesse, Raven, Mader, Sievers, and other attendees emphasized continuity of service, the need to separate personnel conflict from operational decisions, and the importance of clear management responsibilities.

**Motion:** Donnelly moved to continue Ferkey's temporary employment beyond the two-week period. Basurto seconded. Motion carried 3-1: Donnelly, Elliott, and Basurto - yes; West - no.

### 3.3 Resolution 2026-17 - Appointment to Board Position No. 5

Donnelly proposed appointing Forrette to vacant Board Position No. 5 through the end of the term in June 2027. The Board discussed Forrette's qualifications and the advisability of making the appointment immediately following the end of his temporary employment.

**Motion:** Donnelly moved to adopt Resolution 2026-17 and appoint Forrette to Position No. 5. Basurto seconded. Motion failed 2-2: Donnelly and Basurto - yes; West and Elliott - no. The matter was directed to the next meeting agenda for further consideration.

### 3.4 Resolution 2026-18 - Interim Operations Management

The Board considered appointing Walker as interim Operations Committee Chair and delegating to him the responsibilities of operations manager and direct supervisor of the temporary water system operator. Discussion addressed the Board's authority to delegate administrative duties, the need for a single point of accountability, the temporary nature of the assignment, workload and training concerns, employee supervision, and the need for written procedures and clearer job descriptions.

**Motion:** Basurto moved to adopt Resolution 2026-18. Donnelly seconded. Motion failed 2-2: Donnelly and Basurto - yes; West and Elliott - no. Elliott stated that he was not opposed to Walker serving in the role, but believed the proposal required further development.

### 3.4A Temporary Water System Operator Employment Agreement

The Board reviewed the written temporary employment agreement with Ferkey. The agreement continued the duties and compensation associated with his prior operator work, with the central duty described as maintaining reliable water service in compliance with state requirements. The Board also discussed time off, on-call coverage, supervisory structure, and weekly reporting.

The Board amended the agreement to:

- state a term of July 7 through August 31, 2026;
- remove language made obsolete by the Board's preceding action; and
- designate Basurto as Ferkey's temporary supervisor, with Walker assisting in preparation of weekly operations reports to the full Board.

**Motion:** Donnelly moved to approve the temporary employment agreement as amended. The motion was seconded; the seconding commissioner was not identifiable in the transcript. Motion carried unanimously.

Donnelly requested that the Board's ground rules adopted August 14, 2023, be redistributed to the current commissioners. Walker agreed to do so.

### 3.5 Lead Operator Job Description

Walker reported that comments had not yet been received from HR Answers or the Oregon Association of Water Utilities. Commissioners were asked to review the draft and email comments to Walker for incorporation and further committee review. No final action was taken.

## 4. Public Comment

Public comments were received during the applicable discussion items. No additional public comment was offered at the close of the meeting.

## 5. Adjournment

A motion to adjourn was made and seconded. Motion carried unanimously. West adjourned the meeting at 6:07 p.m.

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*Secretary / Recording Officer*
Date approved: _____________________