



MAPLETON WATER DISTRICT TIMESHEET

EMPLOYEE: MATTHEW FERKEY

DATES: August 1st-15th, 2026

DATE:	TASK, ACTIVITIES AND PROJECTS:	HOURS		MILEAGE	
		WATER	SEWER	WATER	SEWER
1st	Sewer work; locate work on Riverview Avenue and Rice Road/First Street.	1	4		
2nd	Call and email with Pacific Excavating.		.5		
3rd	Employee meeting; read E. coli samples; log work; Walnut Street; ALG coordination; East Mapleton meter locate; completed Rice Road locate work.	5	3		105
4th	Operations at office; collect chlorine vials; Wildish meeting; calls with ALG and Brian; check intake and potential hydrants; board meeting; sewer pump contractor work.	4.25	2	4	
5th	Calls with Monty and Heath (OAWU) and Justin (Florence); emails to Lorenzo regarding hydrants; Bender Mechanical recirculating pump repair coordination.	1.25	1		
6th	Sewer project work, including chlorine pump drawdown; Rice Road and sewer contractor work.	.5	4		
7th	Rice Road project; read log; return GPR to office; check water quality on skid.	5			
10th	Intake project with Colin; employee meeting.	2.75		4	
11th	Rice Road project; WTP and office operations; check intake; clean salt tank and add salt; clean strainers; top off clearwell reagent.	3.75		4	
12th	Skid off; check operating numbers.	.5			
13th	Hydrants and field residuals; notices; check intake.	2.75		19	
14th	Wildish/Rice Road work; ECWAG information; meeting with Lorenzo; office work.	4		10	
TOTAL:		30.75	14.5	41	105



MAPLETON WATER DISTRICT TIMESHEET

EMPLOYEE: MATTHEW FERKEY

DATES: August 16th-31st, 2026

DATE:	TASK, ACTIVITIES AND PROJECTS:	HOURS		MILEAGE	
		WATER	SEWER	WATER	SEWER
17th	Wildish work at Rice Road/First Street; employee meeting; Alder pre-locate and pressure-vessel check; Halverson leak response; calls with Bill; board meeting; post-meeting operations and planning.	9.5		6	
18th	Rice Road work; H & J leak work on Riverview; calls with sewer-pump dealer and Mike from Wildish.	4	1	4	
19th	Collect monthly water samples; check Walnut leak and read Walnut log; collect PFAS samples; coordinate with Rose City Laboratories.	3.5		6	
20th	Calls with Chris from Filter Tech; customer shutoff discussions and shutoffs; tracer-study emails; explain recent H & J repair.	2.75		7	
21st	Walnut repair preparation; HD Fowler; call with Mike from Wildish.	7.5		106	
24th	Employee meeting.	0.5			
25th	Office operations; email Scott at US West; check and adjust intake; calibrate turbidimeters; board meeting; contact and sewer-site meeting with Monty (OAWU).	4	1	4	
26th	Read meters and logs.	2		22	
29th	Read East Mapleton log; field residuals at school and at 36/Riverview hydrant.	1		6	
30th	Adjust intake; calibrate pH probe.	1.5		4	
31st	Rice Road project; employee meeting; sewer contractor; Rice Road tie-in and flushing. Wilco receipt: \$19.15.	6.75	1	2	
TOTAL:		43	3	167	



**MAPLETON WATER DISTRICT
TIMESHEET**

EMPLOYEE: JORDAN WALKER

DATES: AUGUST 1-15, 2026

DATE:	TASK, ACTIVITIES AND PROJECTS:	HOURS		MILEAGE	
		WATER	SEWER	WATER	SEWER
8/1	Reviewed billing; attended sewer meeting; turned on and monitored WTP; prepared Josh Lee letter; completed Beaudro final bill.	2.25	1		
8/2	District administrative and operational work.		1		
8/3	Prepared billing and printed bills; turned on Rice Road; sent USFS permit to S. Lloyd.	7.75			
8/4	Completed timesheets; prepared for and attended special meeting; processed accounts receivable; removed Doran-Lee from autopay.	8.5			
8/5	Completed final revisions to job descriptions; processed payroll and accounts payable.	6.5			
8/6	Met with Donnelly; attended sewer meeting; coordinated drawdown completed by Matt.	3.5	1		
8/7	Corrected billing; worked on office shelves; completed OHA reports; checked in with Basurto; ordered GPR; addressed new-service application with outstanding balance; returned Rentovitch attorney call; followed up with Tricia at RCAC, Matt on Maple Lane read log, and Colin at Wildish regarding sewer repairs; posted operations job; contacted Irrigation King.	7.75			
8/8	Checked intake; compiled SPWF data and documents; finalized OREM expenses; handled SWSO certification; reviewed meter-box moves at 11616/11610 First Avenue and 87500 Rice Road; followed up on Rice Road preconstruction meeting.	2.75	.75		
8/9	Sewer.		1		
8/10	Attended staff meeting; processed mail; followed up on DSS, Kovak fire concerns, Heath Coakley, and Nick Frappier; reviewed Lachica billing with customer; posted with OAWU.	7.75			
8/11	Processed payments; attended staff meeting; completed end-of-month accounting; followed up on Kovak fire and new GPR contact.	6			
8/12	Completed SPWF paperwork; attended TEC meeting; followed up by email with DSS; followed up with Moonshot and on USG GPR payment; processed payments.	7.5			
8/13	Ordered chlorine for STP; coordinated Stonelake/Berg move; contacted fire department superintendent; completed SPWF documents; prepared Page DSS response; issued shutoff notices; built shelf; sent permit to TEC and other contractor; followed up on Sperry Tree Care ECWAG quote.	5			

DATE:	TASK, ACTIVITIES AND PROJECTS:	HOURS		MILEAGE	
		WATER	SEWER	WATER	SEWER
8/14	Completed daily sewer work; processed mail and payments; followed up on audit; addressed Lee/Zapell billing; called Sheri Barnes; followed up on tree-removal estimate.	7.25	.75		
8/15	Drafted agenda and resolutions; purchased supplies at True Value; prepared staff meeting notes; cleaned office.	2	.75		
TOTAL:		74.5	6.25		



**MAPLETON WATER DISTRICT
TIMESHEET**

EMPLOYEE: JORDAN WALKER

DATES: AUGUST 16-31, 2026

DATE:	TASK, ACTIVITIES AND PROJECTS:	HOURS		MILEAGE	
		WATER	SEWER	WATER	SEWER
8/16	Sewer, board meeting prep.	2.5	1		
8/17	Prepared for and attended staff and board meetings; processed payments and mail; worked on operations applications and DSS proposals.	12			
8/18	Processed payroll, timesheets, and accounts payable; prepared meeting minutes and follow-up resolutions; handled SOS vouchers; sent meeting recording to Ceniga; followed up with assistant-operator applicants; obtained Sperry Tree Care estimate signature.	6.25			
8/19	Completed PFAS testing; obtained check signatures; returned voicemails; followed up with Robles, TEC, and GPR; handled Coos Bay conference arrangements, vendor bills, applicant correspondence, and customer account and leak issues.	4.25			
8/20	Handled Haryana bill and Williams credit; prepared Jorgenson bond project report; completed shutoffs and transaction categorization; reviewed resumes and scheduled interviews.	4.25			
8/21	Compiled audit information and reviewed audit requirements; prepared Tuesday meeting agenda; handled customer payments; prepared resolution for Donnelly; updated interviews; processed OPB deposit; corresponded with Donnelly regarding Verdantas billing.	8.75			
8/22	Walnut repair; completed sewer work; categorized transactions.	2.5	1		
8/23	Sewer.		1		
8/24	Processed mail and payments; reviewed Verdantas invoices and corresponded with Donnelly; compiled FY 2025 audit information; prepared and attended staff meeting; met with Donnelly.	8			
8/25	Processed payments and mail; issued late notices; prepared for interviews; followed up with GPR; responded to DSS questions; handled Hughes payment; board meeting.	6.5			
8/26	Followed up on Haryana account, Jensen valve box, and posted agenda; issued late notices.	6.5			
8/27	Board Meeting, SDIS appraisal, operations candidates follow up, Background check setup.	6			
8/28	Rice Road door hangers, DSS follow up, Minutes, Operations calendar, job offer follow up.	8.5			
8/29	Sewer.		1		

DATE:	TASK, ACTIVITIES AND PROJECTS:	HOURS		MILEAGE	
		WATER	SEWER	WATER	SEWER
8/30	Sewer, WTP/Intake check, met with Ferkey.	2.5	1		
8/31	Processed payments and customer-service follow-up; followed up with operator candidates and GPR; prepared for special meeting and billing; met with Basurto and Ferkey; reviewed billing; attended STP pump meeting, OPB deposit.	10.75		30	
TOTAL:		89.25	5	30	