



Serving the Svensen Community since 1938

WICKIUP WATER DISTRICT

92648 SVENSEN MARKET ROAD • ASTORIA, OREGON 97103
503/458-6555

Monthly Board Meeting Minutes April 14, 2026

Commissioners Present: Rodney Bloom, Laura Germond, and Gary Heilmann. Tandy Sturgeon was absent (excused)

Employees Present: Michelle Bolton and Matt Stunkard

Community Members / Guests: Ole Gifford, Jason Denning, Michelle Finn, Niina Maher, and Tim Killion

Call to Order

The meeting was called to order at approximately 6:10 p.m. at the Wickiup Water District office. The meeting was recorded. President Rodney Bloom went over meeting procedures. He also read a letter received from Jason Denning and a letter he had previously written to the board commending Michelle's performance as manager.

Approval of Agenda

Rodney made a motion to approve the Agenda as presented. Laura asked that "employee benefits" be removed from the agenda until such time there is a full board present. Gary seconded the motion. All in favor. Motion carried.

Presentation and Reports

Motion:

Rodney made a Motion to appoint Carl "Ole" Gifford as board member – position 2. Gary seconded the motion. All in favor. Motion carried. Ole was sworn into office by Rodney.

Approval of Previous Meeting Minutes (March 10, 2026)

Laura made a Motion that meeting minutes not be read out loud since they are in the board packet and reviewed prior to the meeting. Gary seconded the motion. All in favor. Motion carried.

Financial Report (Treasurer's Report)

Cash on hand and financial summaries were presented.

Laura made the following Motions:

1. **Approve Accounts Payable** in the amount of \$10,770.19
 - Vote: Gary seconded the Motion. Unanimous – Motion carried
 2. **Approve Payroll (April 5, 2026)** in the amount of \$9,174.49
 - Vote: Rodney seconded the Motion. Unanimous – Motion carried
 3. **Approve Debt Service Transfer** in the amount of \$6,500
 - Vote: Rodney seconded the Motion. Unanimous – Motion carried
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District Manager's Report

Presented by Michelle Bolton:

- Employee evaluation for Matt by next month
 - Copy machine failing
 - Vote: Rodney made a motion that Michelle be allowed to purchase a new machine with a budget of \$3,000.00. All in favor. Unanimous – Motion carried
 - Michelle indicated that a grant was coming available through Oregon Water Resources Department and she would like the Board's approval to see if the district qualifies. The program is called Water Project Grants and Loans.
 - Michelle also indicated she would like to hire a person to assist Matt since summer is approaching. Laura would like a proposal with rates and hours for the board to consider. The topic was tabled.
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Operations / Maintenance Report

Presented by Matt Stunkard:

- System production totals
 - Leak repairs and maintenance activities
 - Ongoing infrastructure needs and risks – the need to upgrade hydrants
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Water Meter Applications

Jason Denning submitted two applications for services on Simonsen. Matt would like additional time to review the District's Standards and to make sure the main going down Simonsen can meet the additional demand. The request was tabled.

Board Policy Manual and Public Meeting Policy

Review of updated board policies was incomplete. Additional changes need to be made to customize the documents to be more district specific.

- Vote: Rodney made a motion to table the matter. Ole seconded. All in favor. Unanimous – Motion carried
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2026-2027 Budget

Michelle indicated that Casey Wray was the only person to show interest or apply to sit on the board committee. Michelle will be putting together some proposed dates for the first budget committee meeting.

Audit / CPA Services

- Michelle indicated that we are a special district and must follow procurement laws when hiring a new auditor. She prepared a Request for Proposal for the Board's review.
 - **Motion:**
Rodney made a Motion to table changing auditors at this time. Gary and Ole were in favor. Laura was a Nay. Three in favor; one opposed. Motion carried
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Board Positions

- **Motion:**
Rodney made a Motion to appoint Ole Gifford as vice president. Gary seconded. All in favor. Motion carried
- Rodney indicated that he felt that prior board decisions had been made out of order – as nothing had been in writing and duration set. He felt like accusations had been made regarding Michelle and there was more oversight/investigation into records than necessary. Laura indicated it was the treasurer's job to oversee the health of the district and oversee benefits. Rodney said he felt it had gone much further than that and he was concerned about staff morale. Gary indicated that everyone needed to be respectful and cohesive in working together.

Public Comment

Public comments included:

- Concerns about:
 - Auditor doing his job correctly and timely
 - Financial transparency
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Adjournment

Motion to adjourn was made and approved.

Meeting adjourned at approximately 8:32 p.m.

A recording of the meeting is available upon request