

# MAPLETON WATER DISTRICT

PO BOX 435, MAPLETON, OREGON, 97453

## RESOLUTION NO. 2024-08

**A RESOLUTION ADOPTING THE DOCUMENT “MAPLETON WATER DISTRICT EMPLOYEE HANDBOOK” DATED JUNE 2024 BY THE MAPLETON WATER DISTRICT.**

**WHEREAS**, the Mapleton Water District should have expectations for its employees which are clear to both the District and employees; and,

**WHEREAS**, the Board of Commissioners should have a clear guide for handling personnel issues regardless of the composition of the Board; and,

**WHEREAS**, established employee policies in the form of a “handbook” are significant measure to reduce the potential liability of the Mapleton Water District.

NOW, THEREFORE, BE IT RESOLVED BY THE MAPLETON WATER DISTRICT BOARD OF COMMISSIONERS AS FOLLOWS:

Section 1. The document entitled “Mapleton Water District Employee Handbook” dated June 2024 is adopted by the Mapleton Water District.

Section 2. All employees shall review and sign the Handbook within 14 days of the first day of employment, or adoption of this Resolution.

Approval of this resolution moved by \_\_\_\_\_. Seconded by \_\_\_\_\_.

Adopted by the Board of Commissioners of Mapleton Water District this 8th day of July, 2024 by the following vote:

Ayes \_\_\_\_\_ Nays \_\_\_\_\_

MAPLETON WATER DISTRICT

\_\_\_\_\_  
Vanessa West, Chair

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Julie Doran-Lee, Secretary Pro Tempore