

BURLINGTON WATER DISTRICT

Manager: Hiland Water - P.O. Box 699 Newberg, OR 97132 Phone: 503-554-8333; 1-855-554-8333 (TF)
Internet: BWD Website <https://burlingtonwater.specialdistrict.org/>

Burlington Water District Board of Commissioners Meeting

Tuesday, Dec 19, 2023, 6:15 – 8:45 PM (America/Los Angeles)

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/894997213>

You can also dial in using your phone.

Access Code: 894-997-213

United States: [+1 \(224\) 501-3412](tel:+12245013412)

Join from a video-conferencing room or system.

Meeting ID: 894-997-213

Dial in or type: 67.217.95.2 or inroomlink.goto.com

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Call Meeting to Order:

Announce Board members present to establish quorum for meeting:

Public Comment (limited to 10 min./issue):

Guests: Teresa Hanford, BWD auditor. Teresa will present her findings and field questions related to the current audit.

Guest: Ed Hodges, engineer of record for BWD.

Project Update:

1. Update on Riverview Water Main Project
2. Update on Water Meter Replacement Project
3. Update on Master Plan Project

Water Operator's Report from Hiland representative:

- a. Locates:
- b. Compliance Testing:
- c. Leak detection/repair:
- d. Chlorine residual monitoring:
- e. Customer issues:

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- f. Billing adjustments:
- g. Update Water Meter Replacement Project:
- h. Report on electronic alert system for the Mission monitoring system on the BWD reservoir.

Bookkeeper/Office Manager's Report:

- a. Hiland Credit Memo and Accounts Receivable/Payable reports:
- b. Monthly budget statements:
- c. Monthly budget expenditure review:
- d. City of Portland for Fire and Emergency Services: This fiscal year, Burlington's fire protection charge is \$176,381 broken into two payments the amount is \$88,195.41.
ACTION: Motion to pay half now and half later.

Consent Agenda:

- a. Board approval to pay bills as presented:
- b. Board approval of October and November Board Meeting minutes as submitted:

FY 24/25 Budget Prep

- a. Appoint Budget Officer
- b. Prepare draft budget calendar
ACTION: Submit draft budget calendar to TSCC following meeting.

Administrative Reports:

Old Business: Water Sales agreement

New Business:

Announcements:

Adjourn:

Next Board Meeting: Wednesday, January 17, 2024, at 6:15pm

Location: Meeting to be held by GoToMeeting videoconference.

Susan Hasty,
Recording Secretary