

# 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/>

## **Board of Commissioners Meeting**

Tuesday, November 17, 2020

6:15 pm

Due to the current health emergency resulting from the COVID-19 pandemic, this meeting being held by GoToMeeting videoconference.

**To join the meeting from your computer, tablet or smartphone:**

<https://global.gotomeeting.com/join/904879053>

**For audio only, dial in using a phone:** Number: (872) 240-3311 Access Code: 904-879-053

## **AGENDA**

### **Call Meeting to Order**

**Announce Board members present to establish quorum for meeting**

### **Public Comment**

**BWD Annual Audit Presentation (Dennis Connor, CPA)**

**OAWU Rate Study Update (Tim Tice)**

### **Water Operator's Report from Hiland:**

- a. Monthly overview
- b. Update on leak detection/repair
  - i. Cornelius Pass
  - ii. Harborton Dr.
- c. Pending billing adjustments?
- d. Customer issues
  - i. Overdue account #2567
  - ii. Others?

### **Bookkeeper/Office Manager's Report:**

- a. Public records request for employee/staff contact info

### **Consent Agenda:**

- a. Accounts Receivable/Payable report from Hiland
- b. Monthly budget statement
- c. Board approval to pay bills presented
- d. Approval of October Board Meeting minutes

### **Action Items:**

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- a. Portland Fire & Rescue multiyear Inter-Governmental Agreement (IGA)
- b. Treasurer appointment for upcoming budget cycle

## **Administrative Reports:**

- a. Update regarding meter on mainline serving Chestnut and Logie Trail
- b. Update on Safe Drinking Water Revolving Loan Fund Application for the Riverview project
- c. Update on Metro right of way vacate request
- d. Update on letters to customers
  - i. All customers – Rules & Regs notice
  - ii. Out-of-district customers – Rules & Regs and additional billing and annexation info
- e. Portland Water Bureau request re: out-of-district customers (NW Creston Rd south of NW Drury Lane)

**As necessary:** Additional agenda items arising pursuant to bookkeeper's, manager's reports

## **Adjourn**

**Next Board Meeting:** Tuesday, December 15, 2020 at 6:15pm

**Location:** Due to the current health emergency resulting from the COVID-19 pandemic, meeting may be held by GoToMeeting videoconference.

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Meeting ID: 661 471 957

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In the event that stay-at-home restrictions have been lifted, an in-person meeting may take place at the Scappoose Library, Scappoose, Oregon.