

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 (BWD)
Board of Commissioners Meeting
September 18, 2019
6:45pm

Scappoose Library
Scappoose, Oregon 97053

AGENDA

Customer/Public Requests:

- 1) Introductions
- 2) Billing questions or other issues from customers

Board Review and/or Approval:

- 1) Approval of August minutes
- 2) Vacancy, Commissioner Position #5 - Appointment and Swearing in of New Board Member
- 3) Bookkeeper's Report:
 - a. Accounts Receivable/Payable report from Hiland
 - b. Status of customer accounts
 - c. Monthly budget statement
 - d. Board approval to pay bills presented

Manager's Report:

- 1) Report from Hiland

Administrator's Report:

- 1) Discussion of Office Manager position
- 2) Status of vacate process - Metro and Right of Way Services
- 3) Status of Fire Suppression Contract with Portland
- 4) As necessary - additional agenda items that may arise pursuant to bookkeeper's, manager's reports

Division of Labor for new Board members:

- 1) Finalize discussion of board positions and dividing up office administrator tasks amongst the Board members

Next Board Meeting: October 16, 2019 at 6:45 pm

Location: Scappoose Library

Adjourn