

# 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

February 19, 2020

6:15pm

Scappoose Library

Scappoose, Oregon 97053

## AGENDA

- 1. Call Meeting to Order**
- 2. Announce Board members present to establish quorum for meeting**
- 3. Swearing in of newly appointed Commissioner, Position #2, Amanda Schehr**
- 4. Public Comment:** Billing questions or other issues from customers
- 5. Executive Session (pursuant to statutory authority ORS 192.610 to 192.690) regarding:**
  - a. ORS 192.660 (2) (f) to consider information or records exempt by law from public inspection; and
  - b. ORS 192.660 (2) (h) to consult with counsel regarding the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.
- 6. Action Items:**
  - a. Consider resolution to declare petition to annex Chestnut Lane and Vista Lane areas into District moot
  - b. Consider customer petitions for payment plans
- 7. Water Operator's Report from Hiland**
  - a. Monthly overview
  - b. Hiland contract renewal (5/2020)
- 8. Consent Agenda**
  - a. Accounts Receivable/Payable report from Hiland
  - b. Monthly budget statement
  - c. Board approval to pay bills presented
  - d. Approval of January minutes
- 9. Bookkeeper/Office Manager's Report**
- 10. Administrator's Report**
  - a. FY 20-21 budget cycle
    - Update on budget preparation process to date
    - Finalize budget calendar?
    - Next steps
  - b. Update on OAWU rate study
  - c. Future leak detection efforts/mapping – OAWU?

# 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/>

- d. Update on transferring checking account to US Bank, Peninsula Office (St. Johns)
- e. Update on transfer of electronic records from Juli/Google Drive

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

## **12. Adjourn**

**Next Board Meeting:** March 18, 2020 at 6:15 pm

**Location:** Scappoose Library