

# 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**

Wednesday, July 21, 2021

6:15 pm

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

**Please join the meeting from your computer, tablet or smartphone.**

<https://global.gotomeeting.com/join/249603725>

**For audio only, you can also dial in using your phone: [\(571\) 317-3122](tel:5713173122); Access Code: 249-603-725**

## **AGENDA**

### **Call Meeting to Order**

**Introduce new Board members;**

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

### **Swearing in of new Board Commissioners**

Gail Curtis, Commissioner, Position 1 (7/1/21-6/30/25)

Lauren Golar, Commissioner, Position 2 (7/1/21-6/30/23)

Susan Hasty, Commissioner, Position 5 (7/1/21-6/30/25)

### **Public Comment**

### **Water Operator's Report from Hiland (Aaron Olson):**

- a. Monthly overview
- b. Update on leak detection/repair
- c. Possible meter replacement
- d. Chlorine residual monitoring
- e. Customer issues?
- f. Billing adjustments?

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

- a. Transition of signers/privileges on accounts
  - i. Bank of the West checking
  - ii. LGIP
  - iii. Other??
- b. Review of annual budget cycle

### **Consent Agenda:**

- a. Hiland Credit Memo and Accounts Receivable/Payable reports

# 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/>

- b. Monthly budget statements
- c. Monthly budget expenditure review
- d. Board approval to pay bills presented
- e. Approval of June Board Meeting minutes

## Action Items:

- a. (none)

## Administrative Reports:

- a. Update – Safe Drinking Water Revolving Loan Fund Application for the Riverview project
- b. Update – Newberry Road petition for variance to join District
  - i. Outcome of legal review
  - ii. Next steps
- c. Update – Filing system in storage shed

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

**WORK SESSION:** Discuss Board roles/responsibilities/tasks/division of labor

## Adjourn

**Next Board Meeting:** Wednesday, August 18, 2021, at 6:15pm.

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

**Please join the meeting from your computer, tablet or smartphone.**

<https://global.gotomeeting.com/join/135559237>

**For audio only, dial in using your phone.**

United States: [+1 \(786\) 535-3211](tel:+17865353211)

**Access Code:** 135-559-237

**Join from a video-conferencing room or system.**

Dial in or type: 67.217.95.2 or [inroomlink.goto.com](https://inroomlink.goto.com)

Meeting ID: 135 559 237

Or dial directly: [135559237@67.217.95.2](tel:135559237@67.217.95.2) or 67.217.95.2##135559237

**New to GoToMeeting?** Get the app now and be ready when your first meeting starts: <https://global.gotomeeting.com/install/135559237>