

# 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

**Wednesday, June 19, 2024**  
**6:15-8:45**

Please join my meeting from your computer, tablet or smartphone.  
<https://meet.goto.com/905693693>

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## Agenda

### Call Meeting to Order:

### Announce Board members present to establish quorum for meeting:

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

### Guests:

**Guest: Ed Hodges, engineer of record for BWD.**

#### **Project Update:**

1. Update on Master Plan Project

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

- a. Locates:
- b. Compliance Testing:
- c. Leak detection/repair: Report on night shift leak detection performed on 5/21/24.
- d. Chlorine residual monitoring:
- e. Customer issues:
- f. Billing adjustments:

### Bookkeeper/Office Manager's Report:

- a. Hiland Credit Memo and Accounts Receivable/Payable reports:
- b. Monthly budget statements:
- c. Monthly budget expenditure review:

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- d. Follow up from May meeting regarding BMO charge for read only access and Silas' response to timely board reports and bank deposits if the board changes the meeting schedule.

## **Consent Agenda:**

- a. Board approval to pay bills as presented:
- b. Board approval of May 2024 Board Meeting minutes as submitted:

## **Administrative Reports:**

**Old Business:** Fire Protection update

## **New Business:**

- a. Contract renewal for Dan Zimmerman, BWD bookkeeper.

## **Announcements:**

## **Adjourn:**

**Next meeting:** July 17, 2024 at 6:15pm

**Location:** All meetings to be held by GoToMeeting videoconference.

Susan Hasty,  
Recording Secretary