

**MINUTES FROM THE REGULAR BOARD MEETING OF THE  
BARLOW WATER IMPROVEMENT DISTRICT**

July 8, 2023

The Barlow Water Improvement District (BWID), an Oregon Corporation, organized pursuant to ORS Chapter 65; operating as a nonprofit water improvement district pursuant to ORS Chapter 554, holds this regular membership meeting at our office conference room located at 106A N Morrow Rd in Pine Hollow on this 8th day of July, 2023.

Chairman Kim Schlaht called the meeting to order at 8:59am. Directors present: Kim Schlaht, Steve Gordon, Melanie Birchfield, James Birchfield, Steve Ferrell, Davon Hodgen and Glenn Miller. Also attending were Barlow Water employees Dawn Denney and Don Veenker. Member Laurie Barnes was also in attendance.

Kim welcomed Glenn as our new board member. Kim nominated Steve Ferrell as Vice-Chairman. All board members approved his nomination. All other officers agreed to keep their current position.

Minutes from the BWID board meeting held on June 10, 2023 were reviewed. James motioned to approve the minutes. Davon seconded the motion, which was approved by all board members present.

Steve G. read the financial report for June 2023. Steve F. motioned to approve the financial report. Glenn seconded the motion, which was approved by all board members present. The financial report is attached as a separate document to these minutes.

Don read the system report for June. The system report is attached as a separate document to these minutes.

Eastside Paving has been selected to pave the handicapped spot and the front of the building for us. Steve G. signed the contract and Dawn emailed it to Rick Suran, the owner of Eastside Paving. He won't be able to get us on his schedule until August. Don said they will paint the handicapped lines and supply us with a sign.

There is a leak on Meadow Ct near Eagle Point Rd that has been leaking for about a year. Don repaired it once, but the repair didn't hold. He said residents on Meadow Ct will be connected to our new lines next week after the flushing and chlorination have been completed. He does not need a plumber for this because the lines have already been plumbed to their meters. This connection to the new system will eliminate the leak, because the leak is on the old system.

Steve mentioned there is a leak on Molly Ann Rd. Don has been working to complete his meter reads. He will fix the leak as soon as possible.

Eagle Point hookups were discussed. The plumber (Camp's Plumbing) will need to pull the permits. Don will need to get on their schedule once he is ready for them.

The installation for the out of district property has not been completed. Don said he will need to rent the power vac for a month and will work on this property while he has it.

There is no update on the refund of the valve from Ferguson Waterworks. Don said he emailed them asking about the status, but never heard back from them. Kim asked him to keep emailing them.

We received a letter from the Oregon Health Department requiring Barlow Water to perform an inventory of our service lines. Don will work on this as he has time. It's due on 10/16/24.

Dawn would like to implement an automatic payment option through our billing software. The cost is \$1,000.00. The board agreed to move forward with this.

Questions/Comments:

Don spoke with Eric from the Health Department. Eric said DEQ will eventually require Pine Hollow to have a sewer system. Barlow Water would need to purchase property to hold ponds to treat the waste.

The meeting was adjourned at 9:35am.

**THE NEXT MEETING IS SCHEDULED FOR SATURDAY, AUGUST 12, 2023** at the Barlow Water Office at 9:00am.

We, the directors of the BWID, do jointly and individually concur in the foregoing, and acknowledge that the foregoing occurred at this meeting held on July 8, 2023.

Reviewed and approved during the August 12, 2023 meeting.

Motion to accept: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Approved by: \_\_\_\_\_ Board Members Present

## Financial Report

**Barlow Water Improvement District  
For Period Ending June 30, 2023**

	<u>Current Month</u>	<u>Last Month</u>	<u>YTD</u>
<b>Total Revenues</b>	<b>\$34,741.00</b>	<b>\$31,457.00</b>	<b>\$410,147.00</b>
<b>Less Expenses</b>	<b>\$28,243.00</b>	<b>\$22,760.00</b>	<b>\$361,328.00</b>
<b>Plus Interest Income</b>	<b>\$2.00</b>	<b>\$1.00</b>	<b>\$9.00</b>
<b>Net Income</b>	<b>\$6,499.00</b>	<b>\$8,698.00</b>	<b>\$48,829.00</b>
<b>Water Sold to Contractors</b>	<b>0.00</b>	<b>150.00</b>	<b>305.20</b>
<b>Base Amount Billed</b>	<b>\$34,482.18</b>	<b>\$32,734.91</b>	<b>\$406,641.81</b>
<b>Interest Billed</b>	<b>\$103.71</b>	<b>\$102.05</b>	<b>\$1,068.09</b>
<b>Penalty Billed</b>	<b>\$155.00</b>	<b>\$182.50</b>	<b>\$1,877.50</b>
<b>Cash &amp; Accts Receivable</b>			<b>\$271,158.00</b>
<b>Total Assets</b>			<b>\$2,616,933.00</b>
<b>Total Cash Available- Chkg / MMA / Petty Cash Per Maddie's Report</b>			<b>\$113,538.93</b>
<b>Cash &amp; Receivables</b>			
<b>Per Maddie's Reports</b>			<b>6/30/2023</b>
<b>Checking (Operations)*</b>			<b>\$72,374.32</b>
<b>Backup Checking Account (Reserve)*</b>			<b>\$41,109.62</b>
<b>Debt Service Reserve Account (Final Loan Payment)</b>			<b>\$87,156.94</b>
<b>Depreciation Reserve Account*</b>			<b>\$17,613.27</b>
<b>Petty Cash</b>			<b>\$54.99</b>
<b>* Total available for capital improvements: \$131,097.21</b>			
<b>Total Cash on Hand</b>			<b>\$218,309.14</b>
<b><u>Receivables (As of 07/08/23)</u></b>			
<b># of days Past Due</b>	<b>Amount</b>	<b>Total # of Accounts</b>	
61-90	\$652.79	3	
91-120	\$158.84	1	
121 +	\$0.00	0	
Payment Plans	\$0.00	0	
Medical	\$0.00	0	
<b>Total</b>	<b>\$811.63</b>	<b>4</b>	
<b>Liens</b>	<b>\$3,716.34</b>	<b>4</b>	
<b>Motion</b>			
<b>Second</b>			
<b>By</b>			

# **Barlow Water Improvement District System Report For June 2023**

**June 2023 Water Pumped - Physical readings taken on 06/29/23 (from 05/24/23).**

**Well #2 – Not in operation during this period**

**Well #4 – 537,992 gallons – 66.90 hrs – 136 gpm**

**Well #6 – 9,964,906 gallons – 679.20 hrs – 245 gpm**

**Well #7 – Not in operation during this period**

Total - 10,502,898 gallons – 746.10 hrs

**Average daily use – 300,082.80 gallons (35 days)**

Energy Cost June 2023 – \$2,982.10 – total KWH 27,148. Total demand charges - \$502.52 (well #4 & #6).

**Average daily use June 2022 – 182,660.88 gallons (36 days)**

**Energy Cost May 2022 - \$2,443.91 – total KWH 17,944. Total demand charges- \$708.42: \$464.61 (well #4 & #6) and \$243.81 (well #7).**