

RECORD OF PROCEEDINGS

THE MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE BROOK FOREST WATER DISTRICT

April 14, 2020 7:00 p.m.
Via Telephone Conference

The meeting was called to order by President Weisenborn at 7:00 pm.

Attendees:

Board Members

Bill Weisenborn, President
Tony Langowski, Vice President
Bruce Nicklow, Treasurer
Ilse Ramsey, Director
Alice Sears, Director

Other attendees: Mr. Dick Scheurer of Scheurer and Associates, Mr. Dominic Monard, District System Operator and Ms. Nickie Holder of NMHolder Financial, Inc.

Approval of Minutes

After discussion of the prior month minutes, upon motion by Director Nicklow and seconded by Director Ramsey, the Board approved the March 2020 meeting minutes.

Accounts Payable

After discussion of the invoices, upon motion of Director Nicklow and seconded by Director Sears the Board approved the April 2020 checks for payment. **See Attached Schedule of Monthly Checks Paid for April 2020.**

Engineer's Report

None.

Citizen Forum

None.

Attorney's Report

Water Resume

Mr. Scheurer received a notice for a status conference call that will be taking place on May 1, 2020 regarding the Opposition statement to the Evergreen Metro District water case. After the meeting he will have a better understanding of what the issues are. The meeting will take place via

telephone or ZOOM. Mr. Scheurer will follow up at May 2020 meeting regarding the case. Mr. Scheurer offered to provide more information to EMD as to why BFWD is filing an opposition to the case.

Nothing additional to report on the Water Resume for the month.

Oaths of Office

Oaths of office will be given at the May meeting, possibly not until the June 2020 meeting depending on when the Stay at Home order is lifted.

Brook Forest Inn

The owner has had the PRV's (pressure release valves) installed, the installation has not been confirmed by BFWD – Dominic to follow up. If owner is not in compliance with the installation, the Board has approved a 10 day shut off notice to be sent, if non-compliance continues after the 10 days are up water will be shut off to the property.

Maintenance Report

Mr. Monard informed the Board of the following regarding maintenance and operations:

1. Tank inspections – done for the second quarter – minor work was need to be done to the hatch seals and the O flows.
2. Dam releases – D. Monard noticed that trees have been growing over and need to be cut – next time releases cut down the tree branches.
3. Leadville was cancelled – training for D. Monard. Set up online classes to renew license – local company. T. Langowski will give D. Monard a website that is free for training.
4. Wilson's on Lodgepole – called today - have not paid the tap fee, are looking to get connected to the system and wanted to set up a time. Need to pay tap fee before any work is done.
5. Wilson's on Timber Ridge - the owner would like a final inspection – D. Monard will coordinate with the property owner.

Administration Report

The following were discussed regarding the District's current Administration:

1. Ms. Holder discussed the current financial health of the district with the board, including the current cash balances and interest rate currently being earned by the District.
2. 2020 Audit – Audit is in process, N. Holder to follow up with the Board in April 2020 as to the status of the audit.
3. Signage for new truck – N. Holder will follow up with Evergreen Signs to get an estimate for signage for the new truck and follow up with Board at the April 2020 meeting.
4. Transfer from Colotrust to BOW – \$35,000 – upon motion of Director Langowski and seconded by Director Sears, Board approved bank transfer. In addition, Director Nicklow will also setup the wire transfer for the May 2020 debt service payment (approved as part of the April 2020 payables).
5. Larry Eidlen Properties – there have been 3 properties sold since last board meeting.

6. \$11k was received by Jeffco in April 2020.
7. N. Holder will setup new email District email for D. Monard – Operator@brookforestwater.org.

Reports from the Board

ZOOM will be used going forward, the upgraded accounts where an annual fee has to be paid has heightened security now.

Comments from the Floor

None.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 7:31 p.m.

The next regular Board meeting will be held on Tuesday, May 12, 7:00 p.m. at Church of the Hills (Library) – 28628 Buffalo Park Road, Evergreen, CO 80439.

Respectfully submitted,
Nickie Holder
Nickie Holder

Approved By:

Bill Weisenborn, President

Tony Langowski, Vice President

Ilse Ramsey, Director

Bruce Nicklow, Treasurer

Alice Sears, Director