

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

February 10, 2015

The regular meeting of the Board of Directors of the Brook Forest Water District was held on February 10, 2015 at the Church of the Hills, Evergreen. The meeting was called to order by Vice President Tony Langowski at 7:26 pm. Board members present were Tony Langowski, Ilse Ramsey, Bruce Nicklow and Dave Pellegrini. Also present at the meeting were Dominic Monard, Nickie Holder and Dick Scheurer.

Bill Weisenborn's Absence

Director Weisenborn's absence was approved by motion of the Board.

Approval of Minutes

The Board approved the minutes from the January 13, 2015 Board Meetings upon motion of Director Pellegrini and seconded by Director Ramsey.

Accounts Payable

The Board approved the following Accounts Payable, upon motion of Director Ramsey and seconded by Director Pellegrini. **See Attached Schedule of Monthly Checks Paid for February 2015.**

Attorney's Report

- ***Conflicts of Interest***
Attorney Scheurer discussed the importance of the board members completing conflicts of interest forms. More important for districts that work with developers. The subject of the conflict of interest came up when Director Ramsey was filling in for Ms. Ostrander. The statute is clear that a board member cannot be an employee and may not receive any other compensation than the \$100 per meeting. If there is a conflict of interest a board member should abstain from that portion of the meeting.
- ***Water Resume Review***
Currently there are three water resumes/applications under review, Dick is currently in discussion with Alan but there are none that require the Board approval at this time.
- ***Mr. and Mrs. Schlaebitz Letter***
Current customer of the district wrote a letter to the board to request an extension of their service line to 400 feet. Currently the district Rules and Regulations only approve a service line of up to 250 feet. After discussion by the board it was determined that Dominic would prepare a letter with the assistance of Attorney Scheurer. The board approved the extension of the service line of up to 500 feet.

Engineer's Report

There was no engineer's report this month.

Maintenance Report

On the 1/15/15 the first main break was located at 34847 Forest Estates Road. On 1/16/15, this main break was fixed. On the 1/19/15 a leak survey was conducted due to the tank still dropping. On 1/21/15 the second main break which was just down the hill from the first break was located and fixed. Note: there was no breaks next to the transfer station on Forest Estates Road or on St. Moritz.

It was discussed at the January meeting and again at the February meeting, that Jefferson County possibly will be moving up portions of the district on their list for paving. The board discussed how this would affect the replacement of lines in the district and the best timing for main replacements in light of the roads being paved. The board would like to get the ball rolling and put the project that would affect St. Moritz and Piny Point (approx.. 25 to 30 taps) out to bid and start moving in 2016 with the project.

Dominic let the board know he would be out of town the end of February to the end of March and that Russ and Mike from Crystal Clear Water would be filling in for him.

Administration Report

2014 Audit

District books have been closed and documents are in the process of being given to Scott Wright to complete the 2014 audit of the financial statements.

Accounts Receivable Aging Report

Ms. Holder discussed the a/r aging report with the board. The board was surprised as to the balance of open accounts. Discussion ensued on possible avenues to be taken to collect the outstanding funds. It was tabled until the March board meeting.

Reports from the Board

The board members discussed the form and content of the a/r report.

There being no further business to come before the Board, the meeting was adjourned at 8:31 p.m. upon motion by Director Langowski and seconded by Director Nicklow.

Respectfully submitted,

Nickie Holder

Approved By:

Ilse Ramsey

Bill Weisenborn

Bruce Nicklow

Tony Langowski

Dave Pellegrini