

## RECORD OF PROCEEDINGS

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

February 9, 2016, 7:00 p.m.

Church of the Hills – 28628 Buffalo Park Road, Evergreen, CO 80439

The meeting was called to order by Treasurer Ilse Ramsey at 7:06 pm.

#### **Attendees:**

##### **Board Members**

Bill Weisenborn, President - **Absent**  
Tony Langowski, Vice President - **Absent**  
Ilse Ramsey, Treasurer  
Bruce Nicklow, Director  
Dave Pellegrini, Director

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

#### **Approval of Director Absence**

The Board approved Director Weisenborn and Langowski's absence from the meeting upon motion of Director Pellegrini and seconded by Director Nicklow.

#### **Approval of Minutes**

The Board approved the minutes from the January 12, 2016 Board Meeting upon motion of Director Pellegrini and seconded by Director Nicklow.

#### **Accounts Payable**

The Board approved the following Accounts Payable, upon motion of Director Pellegrini and seconded by Director Nicklow. **See Attached Schedule of Monthly Checks Paid for February 2016.**

#### **Engineer's Report**

*No Report*

#### **Attorney's Report**

- **Elections – May 2016**  
Attorney Scheurer updated the Board with the election calendar, at this point there isn't anything that needs to be taken care of with regard to the election process.

- **Email Policy**

As two Board members were absent, the Email Policy discussion and resolution will be tabled until the March 2016 Board meeting.

- **Water Resume**

Nothing in January effecting Brook Forest Water District.

### **Maintenance Report**

Dominic updated the Board on the installation of the new pump at Well #6 and the main break that had taken place since the last board meeting on Forest Estates Road.

### **Administration Report**

Nickie discussed with the Board the following items:

1. Outstanding customer account balances.
2. Customer requests with regard to late fees waived (Mr. Wallen – passed away 1/10/16) and water service changed to RTS from Water fees while house is being re-built (Mr. Haupin).
3. Payroll – almost finish with setting up automatically through QB's.

### **Reports from the Board**

No reports from the Board.

### **Adjournment**

There being no further business to come before the Board, the meeting was adjourned at 7:45 p.m.

The next regular Board meeting will be held on Tuesday, March 8, 2016 at 7:00pm at Church of the Hills (Room 104) – 28628 Buffalo Park Road, Evergreen, CO 80439

Respectfully submitted,

*Nickie Holder*

Nickie Holder

Approved By:

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Bill Weisenborn, President

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Tony Langowski, Vice President

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Ilse Ramsey, Treasurer

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Bruce Nicklow, Director

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Dave Pellegrini, Director