

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

January 13, 2015

The regular meeting of the Board of Directors of the Brook Forest Water District was held on January 13, 2015 at the Church of the Hills, Evergreen. The meeting was called to order by President Bill Weisenborn at 7:26 pm. Board members present were Bill Weisenborn, Tony Langowski, Bruce Nicklow, Ilse Ramsey and Dave Pellegrini. Also present at the meeting were Dominic Monard, Nickie Holder and Dick Scheurer.

## **Approval of Minutes**

The Board approved the minutes from the December 10, 2014 Board Meetings (with changes to be made by Nickie Holder with regard to the Attorney's Report) upon motion of Director Pellegrini and seconded by Director Nicklow.

## **Accounts Payable**

The Board approved the following Accounts Payable, upon motion of Director Langowski and seconded by Nicklow. **See Attached Schedule of Payables for January 2015.**

## **Attorney's Report**

- ***Judy Ostrander Appeal Dismissed***

The appeal time was for 9am mountain time on December 23, 2014. By 9:15am mountain time on December 23, 2014 Judy Ostrander had not showed or called in. The appeal was dismissed. Directors Weisenborn and Langowski called to represent Brook Forest Water District at the appeal.

- ***Water Resume Review***

Currently there are three water resumes/applications under review, Dick is currently in discussion with Allen but there are none that require the Board approval at this time.

## **Engineer's Report**

There was no engineer's report this month.

## **Maintenance Report**

Director Weisenborn reported that the District Engineer's hourly rate has increased from \$103/hr to \$106/hr, Board approved increase upon motion of Director Langowski and seconded by Director Nicklow.

Dominic updated the District on the current leaks occurring in the District, one on the West side (St. Moritz) which Evergreen Metro District assisted with the location of the break. The break was not located.

There was a possible break on the East side below the Transfer Station that Dominic and Dan from National Meter and Automation tried to locate but had no luck detecting the leak. Dominic will try again on 1/14/15 to detect the leak and look for the break with Dave Anderson from Utility Technical Services, Inc. on break from medical leave.

**Administration Report**

**2014 Audit**

District books will be closed and the audit fieldwork date is set for February 28, 2015.

**QuickBooks Checks**

The District will have to order new checks as the ones currently used by the District will not support QuickBooks. Board approved purchase of new checks.

**Year End Payroll 2014**

W-2's and 1099 will be completed in the next month. The reports are due by March 2, 2015 to the Social Security Administration.

**Reports from the Board**

The board members discussed the boxes that they were going through of District files that had been received from the prior Administrator. Some questions were talked about as to what items were and if they needed to be kept.

Director Weisenborn will be going to the deposit box at Bank of the West sometime in the next week to determine what, if anything needs to be taken out of the box and what is in there, no one knows.

There being no further business to come before the Board, the meeting was adjourned at 8:57 p.m.

Respectfully submitted,

Nickie Holder

Approved By:

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Ilse Ramsey

\_\_\_\_\_  
Bill Weisenborn

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Bruce Nicklow

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Tony Langowski

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Dave Pellegrini