

RECORD OF PROCEEDINGS

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

March 8, 2016, 7:00 p.m.

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

The meeting was called to order by President Bill Weisenborn at 7:01 pm.

Attendees:

Board Members

Bill Weisenborn, President
Tony Langowski, Vice President
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 Ms. Jesse Noelle of Respec, District Engineers.

Approval of Minutes

The Board approved the minutes from the February 9, 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 Langowski and seconded by Director Ramsey. **See Attached Schedule of Monthly Checks Paid for March 2016.**

Engineer's Report

Ms. Noelle discussed with the Board the contractors who submitted bids for the Forest Estates Water Replacement Line project. Ms. Noelle passed out a detailed spreadsheet to the Board with each of the contractors who submitted a bid, into a detail breakdown by cost category. Board discussed the costs between the bidders and asked Ms. Noelle several questions related to such costs. No further action was taken. Further discussions will take place at the March 29, 2016 board meeting.

Attorney's Report

- **Elections – May 2016**

Attorney Scheurer updated the Board that there were two open Board seats and two submitted a self-nomination form for the election, thus the election was cancelled and Ilse and Tony will remain on the board.

- **Debra Graves**

Ms. Graves has not contacted the Board since a letter was sent to her regarding her outstanding balance and notice that as of May 1, 2016 a resolution is to be passed and her balance will be certified to Jefferson County in November 2016, in order for the balance owed to be collected through property taxes.

- **Email Policy**

Email Policy discussion and resolution will be tabled until the May 2016 Board meeting.

- **Water Resume**

Mr. Scheurer continues to review any water cases that may affect the water augmentation plan of Brook Forest Water District. Currently there may be cases through the North Fork Association and Mountain Mutual Water that may affect Turkey and Bear Creeks.

Maintenance Report

Ms. Holder reported, in Dominic's absence that Craig, Mike and Russ with Crystal Clear have been calling every day with a status on the District's maintenance and/or any issues that may arise. No issues to report.

Administration Report

Nickie discussed with the Board the following items:

1. Outstanding customer account balances – a list was provided to the Board for review
2. State Revolving Fund loan – a meeting will be held on March 21st to be attended by Nickie, Bill and Ilse to discuss options going forward.
3. Payroll – Dominic's paycheck has been adjusted for the \$200 month benefit, it is now being taxed.
4. 2015 Audit – audit has been finished and will be presented at the next board meeting.
5. Envelopes will be re-purchased (preprinted with BFWD).

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 8:50 p.m.

The next regular Board meeting will be held on Tuesday, March 29, 2016 at 7:00pm at Church of the Hills (Library) – 28628 Buffalo Park Road, Evergreen, CO 80439

Respectfully submitted,

Nickie Holder

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Approved By:

Bill Weisenborn, President

Tony Langowski, Vice President

Ilse Ramsey, Treasurer

Bruce Nicklow, Director

Dave Pellegrini, Director