

## RECORD OF PROCEEDINGS

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

May 12, 2020 7:00 p.m.  
Via ZOOM Video/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.

#### **Oath of Office/Officers Voted**

##### *Oath of Office*

Directors Langowski, Sears and Ramsey were sworn in after the May 5, 2020 election. Each director will sign their Oath of Office and forward to President Weisenborn to sign. The signed Oaths will be submitted to DOLA by Attorney Scheurer.

##### *Officers Nominated*

Director Langowski nominate Director Weisenborn to remain president and for Director Nicklow to remain Treasurer. Director Sears nominated Director Langowski to remain the Vice President, all Board members were in favor.

#### **Approval of Minutes**

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

#### **Accounts Payable**

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

## **Engineer's Report**

None.

## **Citizen Forum**

President Weisenborn asked how the meeting was published to the public. N. Holder let President Weisenborn know that it was posted on the District website as it had been in the prior month for anyone who wanted to attend.

## **Attorney's Report**

### *Water Resume*

Water case with Evergreen Metropolitan District – there was a status conference that took place since the last District Board meeting. The next status conference is set to take place on September 30, 2020. Between now and then Mr. Scheurer should receive a draft of the proposed decree to review with Mr. Alan Leak (Respec). When additional information is made available regarding this case, Mr. Scheurer will update the Board.

### *Oaths of Office*

Oaths of office will be filed by the deadline of June 5, 2020.

## **Maintenance Report**

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

1. Wilson's on Timber Ridge are now connected to the main line and the water is on. Interior plumbing has been completed. Wilson's on Lodgepole have paid their tap fee and a meeting has been setup in the next couple of weeks with the contractor to set the tap.
2. Locates are slowly picking up.
3. Brook Forest Inn has completed their Backflow preventor (RPZ) install, waiting on test paperwork.
4. Tank maintenance completed for quarter. Replaced vent mesh and hatch seals.
5. Dominic is in the process of getting his online continuing education through the SDA website, he is about half done with credits.

## **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 followed up with auditor, no status update.
3. Signage for new truck – N. Holder talked with Evergreen Signs; they gave an estimate of about \$65-\$70 for a pair of signs for the new truck. Dominic to send over his business card with the once upon a time logo of the District.

4. Larry Eidlen Properties – there has been an additional property sold since last board meeting.
5. \$29k was received by Jeffco in April 2020.

**Reports from the Board**

Directors Weisenborn and Langowski wanted to make sure Dominic had found a backup operator so that he can make sure he takes time off. Dominic mentioned he has not but found one, but N. Holder will forward the name of a new company for Dominic to contact.

Director Sears has put her house on the market and will be resigning from the board in the next month or so once her house sells.

**Comments from the Floor**

None.

**Adjournment**

There being no further business to come before the Board, the meeting was adjourned at 7:38 p.m.

The next regular Board meeting will be held on Tuesday, June 9, 7:00 p.m.

Respectfully submitted,  
*Nickie Holder*  
Nickie Holder

Approved By:

\_\_\_\_\_  
Bill Weisenborn, President

\_\_\_\_\_  
Tony Langowski, Vice President

\_\_\_\_\_  
Ilse Ramsey, Director

\_\_\_\_\_  
Bruce Nicklow, Treasurer

\_\_\_\_\_  
Alice Sears, Director