

RECORD OF PROCEEDINGS

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

January 14, 2025, 5:30 p.m.

Via ZOOM Video/Telephone Conference

The meeting was called to order by President Tony Langowski at 5:30 pm.

Attendees:

Board Members

Tony Langowski, President
Ted Schlaebitz, Vice President
Bruce Nicklow, Treasurer
Steve Drucker, Secretary
Bill Moston, Director

Other attendees: Ms. Nickie Holder of NMHolder Financial, Inc., Dominic Monard, BFWD System Operator, and Dylan Woods of Coaty and Wood P.C. (left at 6:29pm)

District Resident – Guy Greenbaum (Left at 5:50pm)

Guests

No comments.

Approval of Minutes

After discussion of the prior month's minutes, upon motion by Director Schlaebitz and seconded by Director Moston, the Board approved the Regular December 2024 meeting minutes with changes (5 to 0).

Accounts Payable

After discussion of the invoices, upon motion of Director Drucker and seconded by Director Schlaebitz the Board approved the January 14, 2025, checks for payment (5 to 0). **See Attached Schedule of Monthly Checks Paid for January 14, 2025.**

Engineer's Report

Prior to the board meeting Mr. Welch sent out a cost estimate regarding the "2 galvanized pipe project on Brook Forest Road. Board discussed. No action taken.

Citizen Forum

Guy Greenbaum – Mr. Greenbaum joined the board meeting to discuss the January 1, 2025, BFWD rate increase with the Board. The rate increase of \$10 per month (\$30 per quarter) was voted on by the board at the December meeting as part of the 2025 Budget. President Langowski presented the District's reasoning for raising the rates and noted that the rate increase was the first increase in ten years. In addition, President Langowski gave history of why the district doesn't meter customer usage, including a large cost for installation of meters.

Attorney's Report

Brook Forest Inn/ Chalets – a Lien has been placed on two commercial properties in the district due to non-payment. The water service to these properties had previously been shut off. The lien has been recorded with Jefferson County.

Rules and Regulations – The district Rules and Regulations will be updated for the new rates for publication on the District's website.

Maintenance Report

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

1. Main break on Aspen Meadow – 12/23/24 – contractor repaired a main break on Aspen Meadow in December, water was shut off for a minimal amount of time. The invoice for this repair was included in the list of vendor payments for approval.
2. 4th Quarter tank inspections – the tank inspections have been taken care of. No issues.

Administration Report

Ms. Holder informed the Board of the following regarding Accounting/Administration:

1. ***May 2025 Election***– Upon motion by Director Moston, seconded by Director Drucker the board approved resolution #01/25-1 to hold a Board election in May 2025, appointing a DEO (Designated Election Official) and giving the DEO permission to cancel the election if the number of candidates is not more than the open board seats. Self-Nomination forms are due by 5pm on February 28, 2025.
2. ***Everwild Outdoor Learning*** – 7350 Brook Forest Drive – Jefferson County does not have a permit on file for this address. Ms. Holder will follow up with contact for the program as to what the water usage may be and to see if a meter would be needed for this property.

Reports from the Board

None.

Comments from the Floor

None.

Adjournment

There being no further business to come before the Board, the meeting ended at 6:38 pm.

The next regular Board meeting will be held on Tuesday, February 11, 2025, at 5:30 p.m.

Respectfully submitted,

Nickie Holder

Nickie Holder

Approved By:

Tony Langowski, President

Ted Schlaebitz, Vice President

Steve Drucker, Secretary

Bruce Nicklow, Treasurer

Bill Moston, Director