

RECORD OF PROCEEDINGS

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

March 11, 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

Other attendees: Ms. Nickie Holder of NMHolder Financial, Inc., Dominic Monard, BFWD System Operator, Brian Welch and Tim Osborn of EV Studios and Rachael Wachs of Coaty and Wood P.C.

District Property Owners – Jim Russell – left at 6:04 pm.

Guests – Jennifer Willison and Patrick Hardesty (Living Water Pumps) – left at 6:04 pm.

Guests

Jim Russell – Mr. Russell is a property owner in the district, he attended the meeting to discuss his plan for his design to run piping from the district's mainline to his home. Jennifer and Patrick with Living Water Pumps were also in attendance regarding the same. The district requires copper lines to be used in the construction of service lines. Mr. Russell would like to use Pure-Core HDPE pipe, a high-density polyethylene pipe, for his project. The board, along with Mr. Welch of EV Studio (District Engineer) and Mr. Monard (District Operator) will review the documentation provided by Mr. Russell and decide at the April board meeting on whether they will approve the Pure-Core product or require copper to be used in the proposed service line project per the District Rules and Regulations.

Action Item: Mr. Welch and Mr. Monard will provide the Board with a pro/con list of the Pure-Core pipe for them to better understand the value of using the new pipe instead of copper.

Approval of Minutes

After discussion of the prior month's minutes, upon motion by Director Nicklow and seconded by Director Drucker, the Board approved the Regular February 2025 meeting minutes with changes (4 to 0).

Accounts Payable

After discussion of the invoices, upon motion of Director Nicklow and seconded by Director Schlaebitz the Board approved the March 11, 2025, checks for payment (4 to 0). **See Attached Schedule of Monthly Checks Paid for March 11, 2025.**

Engineer's Report

Brian Welch reminded the Board that Jim Russell's service line will need to be approved as a variance. The service line extension will be discussed at the April 2025 board meeting once the board reviews the Pure Core documentation. In addition, a fire hydrant will need to be installed, and the cost would be paid for by Jim Russell as well, no action taken.

Citizen Forum

None.

Attorney's Report

Everwild Outdoor Learning Center– Ms. Holder followed up with the program Director regarding the childcare program. It appears that the program is exempt due to the number of kids. Rachael Wachs to follow up, if necessary, the program may need to become a commercial property is additional information if provided. No action taken.

Vacant land at the end of Piny Point Cul-d-sac – A potential property owner is looking into the plat of the property at the end of Piny Point to see if it can be subdivided. The lot size may be too small for a structure. No further action until the potential property owner contacts the District.

Rules and Regulations – The Rules and Regulations have been updated for the new 2025 billing rates and provided to the District.

Customer Accounts 391 & 392 – Customer of two lots did not pay the Readiness-to-serve fee for multiple quarters and mailing address was not updated with the County records for the District to obtain. Accounts were lienied in the fall 2024. Customer asked that late fees be waived. After discussion the Board decided that due to the circumstances that late fees would not be waived.

Maintenance Report

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

1. 8222 Brook Forest Road Horses– The owner at the residence has horses on the property. Per District Rules and Regulations, water is not to be used for livestock of any kind. Ms. Holder will contact the owners and inform them of the District Rules and Regulations as they pertain to livestock.

Administration Report

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

1. ***May 2025 Election***– The May election was cancelled, and a public notice ran in the Canyon Courier and the Jeffco Clerk & Recorder was notified. Elected Board members will be sworn in after the election date of May 6th.
2. ***Vacant Seat*** – Board members will discuss with neighbors about potential candidates for discussion at the April meeting.
3. ***Website Update*** – The board discussed using an outside contractor to update the website for compliance with ADA requirements. The cost to update the website was determined to not exceed \$1,000. Upon motion by Director Drucker and seconded by Director Schlaebitz, the Board approved spending up to \$1,000 to update the District website to ensure that it is ADA compliant.

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 7:19 pm.

The next regular Board meeting will be held on Tuesday, April 8, 2025, at 5:30 p.m.

Respectfully submitted,

Nickie Holder

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Approved By:

Tony Langowski, President

Ted Schlaebitz, Vice President

Steve Drucker, Secretary

Bruce Nicklow, Treasurer

Vacant, Director