

Timber Ridge Property Owners' Association, Inc.
Board Meeting Minutes
Thursday, February 15, 2024
At the Hazelhurst Town Hall

- I. **Roll Call** - The meeting was called to order by President Mark Kujawa at 6:05 PM. Members present were, Mark Kujawa, Rich Klatt, Paul Weeks, George Nelson, Chris Clabits, Pat Van Hefty and Dean Musbach. Guests included: Steve & Karen Strait, Jack & Nancy Ottinger, Carol Peters, and Larry & Barb Felsecker.
- II. **Approval of Agenda** – A motion was made by Chris and seconded by George to approve the Agenda. The motion passed unanimously.
- III. **Approval of Minutes** – A motion was made by Chris and seconded by Dean to approve the January 18, 2024 board meeting minutes. The motion passed unanimously.
- IV. **Design Review Board (DRB)** – Fred Miller, written report.
- Lot 266- Paul Weeks and Fred met Michael and Mary Fasimo on site. They furnished samples of the materials and colors that will be used. All were OK. They walked the lot and looked at where the house will be located and the well and septic. Color ties were on trees where the lot will be cleared. Several jack pines were OKed for removal. Approval was granted for their new build and a Timber Ridge (TR) Permit issued.
 - Email contact with a Bruce Orzechowski. He had contacted Mark Kujawa for info on buying and building in TR. Bruce sent Fred basic plans of what they would like to build. The first level of the plans was only about 1,100 sq. ft. at best. I sent them a copy of Article VIII. Architectural Criteria explaining that the first level (ground) was required to be 1,600 sq. ft. minimum. We have not heard any follow on this from Bruce.
 - Pat indicated that a new DRB chairperson needs to be appointed. Pat suggested that the previous Chairman, Curt Christensen, may be interested in chairing the DRB again. Pat will talk to Curt. George indicated that he still wants to be on the DRB.
- V. **Secretary/Treasurer Report** – Rich Klatt
- Rich reported that the TRPOA bank account statement indicates, as of January 16, 2024, a balance of \$315,343.28 in the checking account and \$80,606.41 in a money market account. Both accounts total \$395,949.69.
 - Rich pointed out the money spent on plowing and sanding through January was only \$7,274.25 due to the mild winter. \$25,000 was budgeted this year for plowing and sanding.
 - Significant expenses from January 17, 2024 to February 12, 2024 were as follows:
 - \$782.83 HP Home Store for ink cartridges;
 - \$684.70 to Intuit QuickBooks for yearly subscription;
 - \$1,582.25 and \$3,358.50.50 to Rynders Inc. for November and January snow plowing and sanding respectively;
 - \$996.98 to Todd's Tip Top Tree Service to remove a dead tree on Timber Ridge Road; and
 - \$850.00 to Rich Klatt for February Secretary/Treasurer salary.

- The customer balance summary report now has a balance of \$24,055.33.
- **Property Foreclosures**
 - **Lot 15** – At the November board meeting, the board passed a resolution that property owner, Pamela Stengel, pay a monthly payment of \$150.00 plus pay the annual lot assessments (\$340.00 for 2024) on time. Stengel countered that the monthly amount be \$100, and she would pay the annual lot assessment on time. She also has paid the yearly assessment, \$340.00, for 2024 and \$75.00 for the month of January. A motion was made by Rich and seconded by Pat that we proceed with the \$100.00 per month repayment plan plus paying the annual lot assessment on time. If Pamela misses a payment, TRPOA will proceed with the foreclosure. The motion passed. Rich will have our attorney draw up an agreement between Timber Ridge and Pamela Stengel to sign
 - **Lots 5B, 6, 88, and 89** – A letter was mailed to the owners of Lots 5B & 6 and 88 & 89 to present a repayment plan within two weeks. The two weeks have passed and a payment plan has not been received. Rich has instructed the John Houlihan to proceed with the foreclosures.
 - **TRPOA Audit** – A proposal has been received from Petersen Metz to conduct an investigation on our financial procedures by obtaining a sample of vender invoices, sample deposits and review accounting procedures and provide a written report of the results and recommendations. The approximate fee will be \$700 to \$950. A motion was made by Rich and seconded by Chris to proceed with the financial investigation as proposed by Petersen Metz. The motion passed.

VI. **Roads Report** – Rich Klatt

- **Roadway Improvements 2023-24** – Bids were received from five asphalt paving firms to resurface Timber Ridge Road with asphalt from Forest Drive to Trailwood Drive. The low bidder was Pitlik & Wick with a bid of \$77,888.50. A motion was made by Rich and seconded by George to award the contract to Pitlik & Wick. The motion passed. It was discussed and decided that we would not engage MSA Professional Services (MSA) to observe the construction. We have been pleased with the work that Pitlik & Wick has done for us in the past. The golf course will pay 18% of the cost.

VII. **Open Forum for TRPOA Attendees** - Following are the concerns and comments from the residents in attendance:

- The last board meeting was not a good meeting because the guest attendees were limited to only 15 minutes for discussion.
- There were too many problems on the board agenda to solve all at the same time. We should be looking at only two or three concerns at a time. Safety should be the top priority.
- There was a conflict of interest with some board members on some issues which may affect their income.
- If you are paid to do a job you shouldn't continue to make the same mistakes.
- **Mike Dornak** -- Traffic safety, to reduce speeding in Timber Ridge we should consider speed bumps or speed humps. The only traffic violations that police officers can enforce in Timber are as follows:
 - Driving under the influence of alcohol;
 - Hit and run;

- Reckless driving; and
- Crossing firehouses.

Mike provided information on where to order traffic calming devices.

- Concern was expressed on the definition of “trailers”. There was disagreement among the members of the Covenant Violations Committee on the definition of a trailer. A definition of trailers should be included in the Covenants under definitions.
- Concern also was voiced about the need to screen swing sets and trash cans.
- The announcement for the rental committee meeting on February 13th was not posted prior to the meeting.

VIII. Committee Reports

Rentals – Mark Kujawa – The rental committee did meet with the residents on February 13th, and there was good feedback on the consensus of those residents who attended the meeting. Meeting minutes are being prepared for the board to review.

Swimming Pool Committee – We have requested the swimming pool expenses for 2022 and 2023 from David Eliason. He has responded that he will provide that information. We will meet with David after we have received the previous year’s pool expenses. We will rewrite the swimming pool contract after reviewing the pool expenses. Jim Kleifgen is assisting us with the pool agreement.

IX. Covenant Compliance and Complaints – Mark Kujawa

Covenant violations were discussed early in the meeting. A concern was expressed about the confidentiality of those reporting the violation and those residents that have volunteered to locate covenant violations. The board should consider meeting in an executive session when discussing covenant violations to reduce the potential of information being disclosed.

Receive new violations – Additional locations on violations was received from the Covenant Violations Committee.

X. **Current Covenant review** – Need to prioritize and assign tasks

XI. **Old Business** – No old business at this time.

XII. **New Business** – No new business at this time.

XIII. Next Meeting Date in March 21, 2024, 6:00 PM, Hazelhurst Town Hall

XIV. **Adjournment** –The meeting was adjourned at 7:55 PM.

Respectfully submitted,



Rich Klatt
Secretary/Treasurer