

Timber Ridge Property Owners Association, Inc.
Board Meeting Minutes
Thursday, April 18, 2024
Timber Ridge Clubhouse

I. Roll Call: The meeting was called to order by President Mark Kujawa at 6:05 PM. Members present: Mark Kujawa; Paul Weeks; Rich Klatt; George Nelson; Dean Musbach; Pat Van Hefty. TRPOA members present: Karen Strait; Carol Peters; Larry & Barb Felsecker; Nancy Klatt; Julie Feller; Jack & Nancy Ottinger, Jim Kleifgen.

II. Approval of Agenda: Agenda was modified by Mark Kujawa, move topic of Item XI, New Business, to be taken up after approval of Minutes. Motion to approve: Rich Klatt; Second by Pat Van Hefty. Motion passed unanimously.

III. Approval of March 21, 2024 Minutes: Motion to approve by Dean Musbach; Second by George Nelson. Motion passed unanimously.

XI. New Business, A: Board member Fred Miller resigned his position effective Saturday, March 23, 2024. Fred's term on the Board was expiring in June, 2024. Board has the duty and right to appoint a replacement to fill the remaining term. Rich Klatt made a motion to appoint Jim Kleifgen; Second by Pat Van Hefty. Motion passed unanimously.

XI. New Business B: Rich Klatt resigned his position as Secretary/Treasurer as of March 31, 2024. Rich's term as Secretary/Treasurer. was expiring in June, 2024. Board has the duty and right to appoint a replacement to fill the remaining term. Rich Klatt made a motion to appoint Jim Kleifgen as the Secretary/Treasurer; Second by George Nelson. Motion passed unanimously. Rich will remain a Board member until the end of his term, June, 2024.

IV. Design Review Board: As Chairman of the Design Review Board, Fred submitted a written report, covering the May, 2023 -May, 2024 period, showing the following approvals: Nine requests for tree removal; Two requests for garden sheds; Three deck additions/replacements; One child's swing set; One minor addition to a home. One new home was completed; a 2nd new home is near completion; a 3rd new home was approved and groundbreaking is starting. There are 2 new homes in the planning stages and will be submitting construction requests soon.

Pat Van Hefty reported plans for a new home were submitted however, the total square feet of the home design is 48 square feet below the required 1,600 SF minimum required by our covenants. Decision by DRB to be determined.

Mark informed the Board and members in attendance that we are seeking someone to act as Chair the DRB. Barb Felsecker volunteered (from the floor). There were no other volunteers or objections. Barb was duly appointed.

V.a. Secretary/Treasurer Report, Account Balances and Activity: Rich reported on financial status and activity since the prior Board meeting. Reports presented to Board showed paid invoices (snowplowing,

WPS, meeting expenses, secretarial fee, office supplies) totaling \$2,445; dues received of \$340. Cash in bank is \$391,087.

Anticipated expenses in upcoming months for spring clean up of \$2,500 but might run higher than that depending on quote from Rynders.

V.b. Property Foreclosures: Written agreement with Pam Stengel for payment of current and past due amounts has been signed by Board President. Awaiting Pam's signature and compliance. If she fails to sign or comply with terms of the agreement we will initiate foreclosure proceedings.

V.c. 2024-25 TRPOA budget: Jim Kleifgen presented budget to Board, highlighted the typical, material amounts shown on income and expense sides. One significant change from prior budgets - Investment of surplus cash into CD's will take place within the next few days. It's estimated that interest from these CD's will add \$8,000 to income during the 2024-25 period.

Pat Van Hefty questioned the March 18, 2024, date shown in the YTD column on the budget report. Rich/Jim explained that this budget spreadsheet has been a work-in-process since prior to last month's Board meeting. The numbers in that column have no effect on the proposed 2024-25 budget column, which is the column the Board needs to focus on and use in their decision process. Motion to approve 2024-25 budget as presented made by Rich Klatt, 2nd by Paul Weeks. Motion passed unanimously.

VI. Roads Report, a.: Resurfacing Timber Ridge Rd from four-way stop to intersection of Timber Ridge Rd/Trailwood/Fairway Ln, will take place mid-summer.

VI.b. Roadway spring clean up: Date to be determined. Estimated cost of \$2,000, pending quote from Rynders.

VI.c. Roadway Master Plan: Rich presented the plan. Reviewed past projects completed and upcoming project and costs of Timber Ridge Road resurfacing.

VII. Open Forum: Topic of road repair to Trailwood Drive near Birchwood court was brought up. It's causing vehicles to drive around the deteriorated road, into incoming traffic. This repair is a top priority. Rich Klatt will look into this ASAP.

Suggestion was made to make the intersection of Timber Ridge Rd/Trailwood/Fairway Lane into a four-way stop. It's currently a two-way stop (Trailwood and Fairway Lane). This intersection is a traffic safety concern for vehicles turning left/right from Trailwood onto Timber Ridge. It was noted that we currently have extra signs and flashers that can be installed. It was agreed that we will get installation of signs/flashers ASAP.

VIII. Committee Reports, a. Rentals: Mark discussed the proposed addition to CCR's that would prohibit rentals of less than six months. Discussion ensued about how to approach getting it on the agenda for the annual meeting. Specific language and how to include in the annual meeting packet to be determined.

VIII.b. Swimming Pool Contract: Mark updated the Board and members in attendance - We're working thru details and will meet with golf course owners soon. (There were comments/suggestions about the pool and how to handle payment/use from attending members.)

VIII.c.Spring Garage Sale: Dates are May 17 & 18, Friday and Saturday weekend prior to Memorial Day weekend.

IX. Covenant Violations: Mark reported there were nine cases submitted. Three are resolved. Four sent 2nd letter. Jack Ottinger brought up (again) his complaint about Lot 141, course maintenance facility. Mark Kujawa explained to Jack that Lot 141 is exempt from the CCR's that apply to all other lots. Jack wondered about "the berm" that was supposed to be built by the golf course owner, and the gate that is currently in the road right-of-way. Mark will follow up and discuss with golf course owners. Jack Ottinger gave Mark pictures of additional covenant violations.

X. Annual Meeting Packet: Discussion of inclusions ensued. They're fairly standard – Agenda, Covenant changes (rentals), Board nominations, 2024-25 budget. (Suggestion from floor to use electronic ballots versus snail mail.)

XIII. Closed Session: Jim Kleifgen presented banking options to the Board since our current bank, Associated Bank, isn't and hasn't been servicing our banking needs. Since we're getting more sophisticated with how we handle our member's money (dues), Jim suggested Incredible Bank will suit our needs the best. Motion to approve closing accounts at Associated Bank, transferring those funds to Incredible Bank by Paul Weeks. Second by Rich Klatt. Motion carried unanimously.

Respectfully submitted,

Jim Kleifgen
Secretary/Treasurer