

**Timber Ridge Property Owners' Association, Inc.**  
**Board Meeting Minutes**  
**Thursday, March 21, 2024**  
**At the Hazelhurst Town Hall**

- I. **Roll Call** - The meeting was called to order by President Mark Kujawa at 6:04 PM. Members present were, Mark Kujawa, Rich Klatt, George Nelson, Fred Miller, Chris Clabits, and Dean Musbach. Guests included: Karen Strait, Jack & Nancy Ottinger, Carol Peters, Larry & Barb Felsecker, Michael Dornat and Zach Parrott.
- II. **Approval of Agenda** – A motion was made by Fred and seconded by George to approve the Agenda. The motion passed unanimously.
- III. **Approval of Minutes** – A motion was made by George and seconded by Fred to approve the February 15, 2024 board meeting minutes. The motion passed unanimously.
- IV. **Design Review Board (DRB)** – Fred Miller, written report.
- Lot 419 - Kolt Construction of Woodruff, is in the process of purchasing Lot 419. The builder submitted preliminary design data and was given preliminary OK.
- V. **Secretary/Treasurer Report** – Rich Klatt
- Rich reported that the TRPOA bank account statement indicates, as of March 18, 2024, a balance of \$312,635.17 in the checking account and \$80,619.18 in a money market account. Both accounts total \$393,254.35.
  - Rich pointed out the money spent on plowing and sanding through February was only \$8,687.25 due to the mild winter. Twenty-five Thousand dollars (\$25,000) was budgeted this year for plowing and sanding. It was asked by a guest what happens to the surplus in that account. Rich stated that the remaining amount is retained in the bank account and could be used for operating or capital expenditure.
    - Significant expenses from January 17, 2024 to February 12, 2024 were as follows:
      - \$2,000.00 to MSA Professional Services for preparing the specifications for overlaying of Timber Ridge Road;
      - \$1,413.00 to Rynders, Inc. for February snow plowing and sanding; and
      - \$850.00 to Rich Klatt for March Secretary/Treasurer salary.
    - The customer balance summary report now has a balance of \$21,153.33.
    - During the open form, a guest suggested that a portion of the total funds could be invested in 6 month CD's that are now yielding 5-6% annual interest. Investing a portion of our funds will be investigated.
  - **Property Foreclosures**
    - **Lot 15** – An agreement has been prepared by our attorney for both Pamela Stengel and Mark Kujawa to sign stating the terms of Pamela's repayment of her lot assessment account, which now totals \$2,257.30. The terms are to pay a monthly payment of \$100.00 and to pay succeeding lot assessments on time. If Pamela misses a payment, TRPOA will proceed with the foreclosure.

- **Lots 5B, 6, 88, and 89** – Our attorney is proceeding with foreclosure. Concern was expressed as to the lack of progress by our attorney.

#### **VI. Roads Report – Rich Klatt**

- **Roadway Improvements 2023-24** – The contract has been signed by TRPOA and our contractor, Pitlik & Wick, to proceed with the resurfacing of Timber Ridge Road. Through traffic between Trailwood Dr. and Forest Dr. will not be allowed while the road is being resurfaced. The resurfacing portion should be completed in 1-2 days. Shoulder construction will follow the resurfacing. The golf course will pay \$14,019.93 (18%) of the total cost.

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

- When the Roads Committee inspects our roads for repair locations this spring we should also solicit input from the residents.
- A resident wanted to know how we determined the 18% the golf course's contribution. Rich explained that traffic counts were taken prior to the reconstruction of Timber Ridge Rd. between Forest Dr. and Hwy. 51 to determine the percentage of the total traffic that has the golf course and/or restaurant as their destination. Negotiations followed, and the golf course and TRPOA finally settled on \$10,000. That \$10,000 was 18% of the total cost to the reconstruction project, and it was agreed upon that same percentage (18%) would also be used when in the future the remainder of Timber Ridge Road was resurfaced.
- Mark said that Jerry Collins informed him that the golf course was moving forward with the reopening the golf course restaurant. They plan is to be open for both lunch and dinner and possibly breakfast.
- It was reported that the golf course has removed the split rail fence around the golf course. TRPOA should also look into removing the split rail fence at the Hwy. 51 entrance.
- A guest again questioned why Cornerstone does not have to pay a yearly access lease onto Timber Ridge Rd. like the communication tower does. That will be investigated.
- The gate that closes a portion of Birchwood Ct. needs to be moved so Birchwood Ct. can remain open. We will talk to David Eliason about the gate location.
- The question was asked does Lot 141, the maintenance facility location, pay a lot assessment like all the other lots. The answer was yes they do pay the lot assessment. Shouldn't they also then have to comply with our covenants?

#### **VIII. Committee Reports**

**Rentals** – Mark Kujawa – Mark presented the consensus and recommendations of the Rental Committee. The recommendation was that short term rentals will not be allowed in Timber Ridge, and the long term rentals will be six months or more. Discussion followed that in addition to requiring the minimum time for home rentals that the renters should be also vetted as to their character, ability to pay, criminal records etc. TRPOA will proceed with having our attorney draft the required covenant changes, the goal being have the covenant changes are completed so that they can be voted on at the annual meeting.

**Swimming Pool Committee** – Mark indicated that the pool committee is progressing and plans to have a meeting next week. We will then meet with David Eliason to finalize the pool agreement.

**IX. Current Violations– Mark Kujawa** -- The justifiable covenant violators are being sent a letter stating their violation and with a point person, board member, they can contact if they have any questions or comments.

**X. Old Business**

- **Board Nominations** -- Two resident have submitted their Board Member Nomination Papers. A reminder of the April 1<sup>st</sup> deadline for submitting the nomination paper form will be emailed to all those property owners on the email distribution list. *Author's Note: That email was sent out on March 22<sup>nd</sup>.*

**XI. New Business**

- **Secretary/Treasurer position** – One person has shown interest in the position and another person would do the position on an interim basis.

**XII.** Next Meeting Date is April 18, 2024, 6:00 PM, Hazelhurst Town Hall or golf course clubhouse.

**XIII. Adjournment** –The meeting was adjourned at 7:41 PM.

Respectfully submitted,



Rich Klatt  
Secretary/Treasurer

## Rental Committee Meeting Report

Date: March 15, 2024

Attendees: Mark Kujawa, George Nelson, Dean Musbach

### Notes:

1. The committee meeting goals for this meeting were to review resident input and decide what to recommend to the Board going forward.
2. Past two surveys results were reviewed – large majority of respondents were opposed to rentals less than 30 days. Majority were agreeable to longer term rentals, 6-12 months minimum.
  - a. The concern that 30 day or less renters in our community creates the opportunity for increased covenant violations was recognized and validated from experiences from other HOAs, relators, and local city official comments. Longer rentals, 6–12 month minimums, were acknowledged as creating the least likely environment for covenant violations. Long term rentals (6-12 months) allow for the home owner to use their house to generate rental income for whatever the reason. i.e., economic need, temporary or permanent relocation.
  - b. It was recognized that Onida County already bans short term rentals but has no enforcement.
3. The process of receiving feedback and input from stakeholders was successful. The use of the email survey, The Pulse; one-on-one conversations, and a Town Hall meeting resulted in a good understanding of resident concerns and wishes for the time invested by the committee. Weaknesses in the data/survey collection processes were acknowledged.

### Decision and recommendation from the Committee:

1. Rentals of 6 consecutive months to the same person should be allowed. No shorter time is to be allowed. No maximum rental time period is to be imposed.
2. A new covenant is required to enable the association to control the potential of short-term rentals (less than 30 days) but allow for residents to rent out their homes for any reason. While a range of 6 months – 12 months is acceptable, this committee felt that a minimum of 6 months was an acceptable compromise.
  - a. If the board agrees, a draft covenant is to be reviewed and approved by association attorney
  - b. Believe new covenant should be located under Article IX
3. Conditions
  - a. No compliance fine is to be determine by the board
  - b. Owner of property is responsible for renter covenant compliance
  - c. Property owner shows/and signs copy of covenants
  - d. Property owner responsible to fill-out and provide to board renter information sheet – document needs to be crated