

Timber Ridge Property Owners' Association, Inc.
Board Meeting Minutes
Thursday, October 19, 2023
At the Hazelhurst Town Hall
Revised November 27, 2023

- I. **Roll Call** - The meeting was called to order by President Mark Kujawa at 6:03 PM. Members present were, Mark Kujawa, Rich Klatt, Pat Van Hefty, Paul Weeks, Fred Miller, George Nelson and Dean Musbach. Guests included: Jim Kliffgen, Don & Leesa MacGowan, Bill and Sandy Hayes, Dori Vanderkin, Steve & Karen Strait, and Jack & Nancy Ottinger.

- II. **Approval of Agenda** – Rich requested that the yard condition at 7415 Trailwood Dr. be added to the agenda under New Business. A motion was made to approve the Agenda as modified. The motion passed unanimously.

- III. **Approval of Minutes** – A motion was made by Fred and seconded by Mark to approve the September 21, 2023 board meeting minutes. The motion passed unanimously.

- IV. **Design Review Board (DRB) – Fred Miller**
 - Six dead tree removals were reviewed and approved;
 - Lot 1A has just been sold and the new owners wish to move forward with the construction of a new home on the vacant lot. The new owners were advised by Fred as to the approval process for new home construction. Dean asked “do we know where the lot lines are located.” The response was that owners are responsible for locating the lot lines.

- V. **Secretary/Treasurer Report – Rich Klatt**
 - Rich reported that the TRPOA bank account statement indicates, as of October 16, 2023, a balance of \$196,201.58 in the checking account and \$80,552.15 in a money market account. Both accounts total \$276,753.73.

 - Significant expenses from September 20 to October 20, 2023 were as follows:
 - \$255.28 to HP Computer Support for printer cartridges;
 - \$68.59 to WPS for electricity;
 - \$140.00 to Pat Van Hefty for sign rental refund;
 - \$121.63 to Steve Pribis for maintenance work;
 - \$50.00 to the Town of Hazelhurst for the rental of a meeting place for the October board meeting; and
 - \$850.00 to Rich Klatt for secretarial/treasurer services for October.
 - John Houlihan's office mailed letters on October 18th to five property owners that were delinquent with payment of their lot assessments. Two letters were to place liens and three were to foreclose on their property if the delinquent lot assessments were not paid.

VI. Roads Report – Rich Klatt

- **Roadway Improvements 2023-24** – MSA Professional Services (MSA) is progressing with the preparation of the specifications and a cost estimate to overlay Timber Ridge Road from Forest Dr. to Trailwood Dr.

VII. Open Forum for TRPOA Attendees

- A resident asked, “will the golf course share in the cost of resurfacing Timber Ridge Road.” Rich responded that the cost of construction will be shared with the golf course as was done with the section of Timber Ridge Road from Forest Dr. to US Highway 51. The golf course will pay 18% of the total cost of the project.
- A number of residents along with several board members expressed their concern about the covenant violations for the property at 7415 Trailwood Dr. Also, a written complaint with photos was also received within the last week. Mark explained the process that the board goes through when they receive a covenant violation. Jack Ottinger also indicated a repair business is being conducted at this property. It was decided that a letter will be written for Mark’s signature siting the convent violation, time period to rectify the concern and the penalty if the concerns are not taken care of.
- Leesa MacGowan indicated that she has not been receiving the email messages even after she provided her email address. Rich will rectify that concern.
- Sandy Hayes is concerned if we don’t enforce our convents our sub-division will deteriorate.
- A number of guests were concerned about some motorist speeding in Timber Ridge. Suggestions to improve the problem were speed bumps or speed humps. Speed bumps have been tried in the past, but were removed after residents complained. School bus drivers and delivery vehicles have been observed speeding. Mark indicated that a committee is investigating their concerns and will be seeking solutions.

VIII. Committee Reports

- **Activities – George Nelson**
 - Christmas Party, Wednesday December 13th – George stated that the Christmas Party will be Wednesday, December 13th at Norwood Pines. The cost will be \$40 per person. Reulands Catering was also looked at, but the cost per person was \$75.
- **Rentals – Mark Kujawa**

Mark indicated that the consensus of the property owners survey was that short-term rentals (those less than 30 days) should be prohibited, while long-term rentals (those 30 days or more) received a mixed response, some wanted specific minimum rental periods while others wanted to ban all rentals. The rental committee is continuing to meet and will probably send out an additional survey to obtain more specific concerns about longer term rentals.

- IX. **Website/Media Report – Fred Miller.** Fred stated that the website has about 200 inquires per month.

X. Covenant update suggestions – Tabled until the November meeting.

XI. Old Business

- **Swimming Pool Agreement** – Rich has updated the pool contract incorporating Jim Kliffgen’s comments presented at the September board meeting. The updated contract was then distributed to board members. Mark indicated that there will be a special meeting to just discuss the pool contract.
- **Welcome Letter** – A new property owner welcome letter has been developed and distributed to three new residents. Pat will see that other realtors are aware of the welcome letter. A welcome letter will be distributed to all new property owners.
- **Second Timber Ridge Entrance/Exit** – Chris and Dean are investigating a possible location for an additional entrance/exit.
- **Speeding in Timber Ridge** – Residents are concerned about speeding in Timber Ridge are seeking potential solutions to slow down the traffic. Several other traffic concerns were presented by residents as follows:
 - Trailwood Drive and Woodland Circle intersection. Concerned that westbound traffic will go straight and collide with eastbound traffic negotiating the curve.
 - Need an additional Trailwood Drive street name sign east bound traffic.

XII. New Business

- **Code of Behavior for Board of Directors** --- Concern is that board members may have a conflict of interest on certain issues and should recuse themselves from voting on those issues.

XIII. Next Meeting Date – The November Board Meeting should be Thursday, November 16th but at least one board member would not be able to attend on that date. The meeting date will be determined at a later time.

XIV. Adjournment –A motion was made to adjourn the meeting. The motion passed. The meeting was adjourned at 7:55 PM.

Respectfully submitted,



Rich Klatt
Secretary/Treasurer