

Timber Ridge Property Owners' Association, Inc.
Board Meeting Minutes
Thursday, August 17, 2023
At Timber Ridge Club House

- I. **Roll Call** - The meeting was called to order by President Mark Kujawa at 6:01 PM. Members present were, Mark Kujawa, Rich Klatt, Fred Miller, George Nelson, Chris Clabots and Dean Musbach. Guest: Jim Kliffgen
- 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 July 20, 2023 board meeting minutes. The motion passed unanimously.
- IV. **Design Review Board (DRB)** – Fred provided a written report prior to the meeting. The report indicated that a shed for Lot 85 was approved. A request for another shed has been received.
- V. **Secretary/Treasurer Report – Rich Klatt**
- Rich reported that the TRPOA bank account statement indicates, as of August 15, 2023, a balance of \$200,876.30 in the checking account and \$80,525.23 in a money market account. Both accounts total \$281,401.53.
 - Significant expenses from June 14 to July 19, 2023 were as follows:
 - \$480.00 to Blue Sky for yearly rental of storage unit;
 - \$241.63 to Steve Pribis for roadway and tree service;
 - \$575.00 to Joe's Odd Jobs for mowing roadway edge; and
 - \$850.00 to Rich Klatt for secretarial/treasurer services for August.
 - Two property owners who received a letter stating their lot assessment had not been paid and is still not paid will have a lien placed on their properties.
 - Mark and Rich will be meeting with our attorney, John Houlihan, on September 6th to discuss foreclosures, liens, pool contract and short-term rentals.
- VI. **Roads Report/Discussion** - Rich Klatt
- **Roadway Improvements 2023-24** – A proposal has been received from MSA Professional Services (MSA) to prepare specifications and a cost estimate to overlay Timber Ridge Road from Forest Dr. to Trailwood Dr. The cost for their services is \$3,500. A motion was made by Fred and seconded by Chris to proceed with the proposal from MSA at a cost of \$3,500. The motion was approved. Rich will notify MSA to proceed with the work.
 - **Dead Tree Removal within the Roadway Right-of-Way** – Fred and Rich surveyed our roadway system on August 16th and Rich will prepare a request for quotes from tree service firms with the submittal prior to our September meeting.
 - **Vegetation Removal** -- Dean has surveyed all the Timber Ridge roadways to identify locations where the vegetation needs to be removed for safety concerns. He is proposing a three

stage removal process with the most critical locations being completed first. He will have a plan by our September meeting.

VII. Open Forum for TRPOA Attendees

- Jim Kliffgen is concerned about our future pool contract with the golf course. He has reviewed the past contract and stated that it was one-sided favoring the golf course. Jim volunteered to assist the board in the development of the future pool contract. Rich will provide Jim with a copy of our future draft pool contract so that he can comment on the contract. We also will be discussing the pool contract with our attorney on September 6th.

VIII. Committee Reports

- **Activities** – George Nelson
 - **Late Summer Garage Sale** – The garage sale will be August 25 and 26th.
 - **Christmas Party, Wednesday December 13th** – George and Bernie Nelson have talked to Norwood Pines and may go with a buffet which would reduce the cost. They also will be meeting with Reulands Catering to see if that location is viable.
- **Short Term Rental** – Mark Kujawa
Mark submitted a written report following a meeting with Dean, and George as follows:

Goals for the meeting:

1. Review current regulations from the cities of Minocqua and Hazlehurst;
2. Discuss feelings of property owners association (POA) members on the subject; and
3. Legal ability for the POA to set regulations different than the cities/counties.

Key points surfaced:

1. There are clear regulations for short-term rentals.
2. Short-term rentals are defined as home rentals 29 days or less.
3. Renting a house 7 days or less is prohibited.
4. We need to define time period, actions to take for non-compliance events, and define the grace period if rentals are occurring already.
5. Meet with our attorney to determine the POA rights to control short-term rentals – He will meet on September 6th with Rich Klatt.
6. Need expanded input from POA members to learn of their preference. Input from a limited number of people are 100% against short-term rentals.

Action Items:

1. Seek input from the POA via a short survey email.
 2. Survey to be drafted by Mark Kujawa and approved by committee.
 3. Survey e-mail to be sent to POA members in the month of August.
- **Guard House Decorations/Plants** – Fred Miller
Fred stated that lately the flowers have been dying.

IX. Web Site/Media Report – Fred stated that there was nothing new to report.

The discussion about the web site and residents responding via an email. “Should the board have their own email address?” Fred and Mark will investigate the possibility.

X. Old Business

- **Swimming Pool Agreement** – Was discussed above during the open forum.
- **Covenant Updates** – The covenants need to be updated periodically to reflect changing times. Two board members, Dean and Chris, have significant modifications to the covenants. A survey will also be sent to the property owners to obtain their comments and concerns. Any short-term rental restriction would be a covenant change. The procedure as to how to handle the process of handling complaints once a violations has been verified was a concern. That will be investigated.

XI. New Business

- Fred mentioned that he will be gone for most of September, and someone needs to respond to the Design Review Board (DRB) concerns. Paul and Chris will co-chair the DRB committee in Fred's absence.

XII. Next Meeting Date – The August board meeting will be held at the Timber Ridge Golf Club House on September 21nd at 6:00 PM.

XIII. Adjournment –A motion was made and seconded to adjourn the meeting. The motion passed. The meeting was adjourned at 7:39 PM.

Respectfully submitted,



Rich Klatt
Secretary/Treasurer