

Timber Ridge Property Owners' Association, Inc.
Board Meeting Minutes
Thursday, August 15, 2019
At Timber Ridge Club House, 7540 Golfview Ct., Minocqua, WI

- I. Roll Call** - The meeting was called to order by President Jeff Selgren at 6:09 PM. Members present were Rich Klatt, John Nemcek, Jeff Selgren, Jodi Doolittle, George Nelson, Fred Miller and Pat Van Hefty. There were no guests.
- II. Approval of Agenda** – Rich amended the agenda to add the approval of a Workers Compensation Application. A motion was made by Rich and seconded by Pat to approve the agenda as amended. The motion passed unanimously.
- III. Approval of Minutes** – A motion was made by John and seconded by Jodi to approve the July 18, 2019 board meeting minutes. The motion passed unanimously.
- IV. Open Forum** –
- George said that the gatehouse will be power washed by Scott Packer next week. Concern was expressed that with the removal of the railroad ties the gravel around the gatehouse may not be stabilized. Rich will advise Pitlik & Wick of our concern and the asphalt pavement needs to be placed so as to stabilize the gravel.
 - Pat suggested the need for a pedestrian/bike trail along the south side of Timber Ridge Road from Forest Drive to the Bearskin Trail. The consensus of the board was that it was a good idea and should be pursued. An ad hoc committee was formed consisting of George Nelson, Jodi Doolittle and Pat Van Hefty. George will be the chairperson.

Design Review Board (DRB):

- **Proposed Modifications to Our Covenants Requirements for Sheds** - Curt Christensen was not at the meeting. Pat read the proposed modifications to the Covenants requirements for sheds. The proposed modifications to Article VIII, Section 7, Sheds, is attached to these meeting minutes.
- **New Construction Procedural Modifications** – The DRB has had problems in the past with a contractor beginning prior to receiving the DRB permit and then deciding not to continue with construction. The DRB opposes modifications to the covenants. The DRB approval should follow approval from the Town and County. The consensus of the board was that the DRB procedure needs to be documented and provided to all modifications that need DRB approval. Further discussion was tabled to the September board meeting.

V. Secretary/Treasurer Report – Rich Klatt

- Rich reported that the TRPOA bank account statement indicates, as of August 14, 2019, a balance of \$64,661.18 in the checking account and \$100,316.69 in a money market account. Both accounts total \$164,977.87.

Major expenses from July 18, 2019 to August 14, 2019 were as follows:

- a) \$100.00 to Jiff Conner for installing and removing For Sale signs;
- b) \$264.66 to Scott Packel for removing trees;
- c) \$32.75 to Wisconsin Public Service for electricity to the gatehouse;
- d) \$700.00 for down payment to Lakeland Sign for repainting the two entrance signs;
- and
- e) \$100.00 to Pat Van Hefty for a For Sale sign refund.

- **Property Foreclosure Status** – John Houlihan’s email indicated that the pleadings are drafted in rough draft form for foreclosures on Lots 15, 5B, 6, 88 and 89. John said he should have the pleadings finalized and filed with the Court in the next few weeks.
- **Late Payment Refund** – A motion was made by Jeff and seconded by Pat to forgive the late fee (\$27.00) for Lot 153 since the sale of the lot was pending. The motion was passed.
- **Worker’s Compensation Application** – At the July board meeting concerned was expressed about the potential for an injury by persons who are being paid by the board to perform different tasks. The most concern was about the maintenance person, presently Scott Packel, being injured painting the gatehouse. Rich contacted the insurance company providing our liability insurance. That insurance company could provide a worker’s compensation policy with a yearly cost of about \$900. A portion of that cost would be refunded dependent upon the amount of hourly performed work by our employees. A motion was made Pat and seconded by Jodi to proceed with acquiring worker’s compensation insurance for a yearly fee of \$900. The motion was passed.

VI. Roads Report/Discussion - Rich Klatt

- **Roadway Improvements for 2019** – Rich discussed the letter received from Wisconsin Public Service (WPS) that notified TRPOA that a new gas line would be installed along the south side of Timber Ridge Road from Hwy. 51 to Forest Drive. The paving project will be delayed until after the completion of the installation of the gas line.
- **Roadway Assessment** – The board discussed Glenn Schiffmann’s concern with being assessed (28%) a portion of the cost to repave Timber Ridge Road. We had requested an opinion from our attorney, John Houlihan, to review Glenn’s concern and render an opinion on proceeding with our assessment. John’s opinion is that TRPOA should proceed and has justification to assess a portion of the cost of the repaving of Timber Ridge to the owners of the golf course and restaurant. The consensus of the board is that we should continue with our roadway assessment of Timber Ridge Road.
- **Center Line on Timber Ridge Road** – Rich reported that to meet the Federal standards for a center line on Timber Ridge Road the center line would be two solid yellow lines indicating a no passing zone. A motion was made by Rich and seconded by Fred not to paint a center line on Timber Ridge Road. The motion was passed.

VII. Activities Committee Liaison Report

- **Fall Ladies Luncheon** – Rich reported that the ladies luncheon will be on Thursday, September 12 at 11:30 AM. The location will be the Timber Ridge Club House and the luncheon will have a western theme.
- **Holiday Party** – Concern was expressed that a location needs to be reserved now for our holiday party. Jeff will talk to Bill Fricke about using the Club House for the party.

VIII. Website/Media Report – Jodi reported that there are a lot of followers on the Timber Ridge Facebook page. Fred indicated that he would like to assist Jodi with upgrading Timber Ridge’s web and Facebook page.

IX. Old Business

- **Timber Ridge Entrance** –George reported that our maintenance person, Scott Packel, will be power washing and may be painting the gate house before the repaving of Timber Ridge Road.
- **Second Access to Timber Ridge** – Jeff will investigate further a second entrance connecting Birchwood Court and Blue Lake Road via an extension of South Agawak Road.
- **Cell Phone Tower Access Easement** – Pat was instructed to proceed with acquiring an easement from SBA. The terms would be \$1,000/year for 25 years.
- **Proposed By-Laws Change – Board Members be Residents of Timber Ridge.** – Rich will send out a notice to all board members of the proposed By-Laws change of limiting board members to Timber Ridge residents. That notice will be sent at least 10 days prior to the September 19th board meeting.

X. New Business

- **Resignation of Brian Fink** – Brain indicated to Rich on the phone that he will be resigning from the board. A motion was made by Pat and seconded by Jodi to accept Brian’s verbal resignation from the TRPOA board. The motion was passed.
- **Fall Newsletter Responsibilities** – Rich indicated that in the past the fall newsletter typically was mailed to all Timber Ridge property owners about October 1st. The future intent is to email only the fall newsletter to save time and postage expense for its distribution. An exception would be to mail the newsletter to only those property owners who request the newsletter be mailed. This year the newsletter will be emailed to the emails that have been collected to date and mailed to the renaming property owners. The newsletter will contain a notice that in the future the newsletter will only be emailed or mailed to those requesting that it be mailed. The goal is that the email distribution list be utilized whenever there is some significant information that needs to be sent to the property owners.

The writing of the fall newsletter is a collaboration on a number of Timber Ridge residents. The assigned responsibilities are as follows:

- President’s Message – Jeff Selgren
- Roads Chairperson’s Message _ Rich Klatt
- Media Chairperson’s Message – Jodi Doolittle
- Social Activities – Rich Klatt
- Design Review Board – Curt Christensen
- Editor – Rich Klatt
- Proof Reader – Nancy Klatt

The draft newsletter is due to be completed by the September 19th board meeting.

Next Meeting Date: The September meeting of the board will be Thursday, September 19th at 6:00 PM, at the John Nemcek's home, 7548 Trailwood Dr.

Adjournment - The meeting was adjourned at 8:08 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Rich Klatt". The signature is written in a cursive style with a large initial "R".

Rich Klatt,
Secretary/Treasurer

Timber Ridge Property Owners Association

Proposed Changes to Declaration of Protective Covenants, Standards and Land Use Restrictions for Timber Ridge

Submitted by: Design Review Board

ARTICLE VIII ARCHITECTURAL CRITERIA

(Section 7)

~~Sheds. The addition of a~~ sheds used to house lawn maintenance equipment and tools are generally discouraged. on a property are is possible if the shed is used for storage purposes only and will not be habitable. If a shed is desired, its plans must be submitted to the Design Review Board for approval prior to its erection. The rules for materials and finishes that apply to the Living Unit are applicable to sheds and these specifications must also be met:

- (a) The side lengths of the shed must be at least 10 feet.
- (b) The total height of the shed cannot exceed 10 feet.
- (c) The area of the shed can be no more than 150 square feet.

Placement of a shed must be approved by the DRB and in general should be behind a home (with the exception of corner lots) and concealed with natural planting materials from adjacent dwellings and golf course fairways.

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