

# Saddle Ridge Estates Association, LTD

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## BOARD OF DIRECTORS MEETING

October 9, 2018

100A Saddle Ridge, Portage, WI

**Directors Present** - Mari Guckenberger, Gary Herwig, Debbie Holland, Dick Roe, Winnie Schumann, Robert Vogts, Vicki Vogts

**Visitor** - Lucas Lyzwa of General Engineering

### CALL TO ORDER, CERTIFY QUORUM & POSTING OF NOTICE

Schumann called meeting to order at 6:31 pm. She certified that a quorum is present and the Agenda was posted in accordance with Wisconsin Statutes.

### SYSTEM OVERVIEW REPORT

Lucas Lyzwa of General Engineering distributed a "System Overview for Wastewater Collection System and Water Supply, Storage and Distribution System" for Saddle Ridge dated October 2018. The report covers the entire wastewater collection system (Lift Stations No. 1-6) and water supply and distribution system (Well No. 1 & 2) throughout the Saddle Ridge development.

When an alarm or sensor goes off, Lucas is notified immediately and determines what needs to be done. If the system fails, it may take a couple days to repair the equipment due to the age (20+ years old), but residents will not be inconvenienced with water and sewer usage. There is an equipment replacement schedule in the report that shows when all equipment was installed and life expectancy. For example, Lift Station No. 1's life expectancy was in 2012. He recommends that we come up with a plan for replacement and meet with the other Saddle Ridge association leaders for budgeting purposes.

Dennis Allen has not completed locating main shut-off valves. Lucas said that any resident can borrow equipment from GEC to find all of the unit shut-off valves so it can be uploaded to the utilities map. Schumann will ask Allen where he's at in locating the shut-off valves and may ask a couple other residents if they are interested in helping out.

### REVIEW MINUTES

V. Vogts distributed the September 11, 2018, minutes - Herwig motioned to approve, Holland second the motion and distributed the September 18, 2018, minutes - Herwig motioned to approve and Guckenberger second the motion - all voted to approve the minutes.

### DIRECTOR UPDATES

#### Roads:

U6014 had a new pad put in but the contractor went beyond the landscape edging which needs to be put back in place. Six driveways were also replaced as well as four extension pads (U402, U602, U640 and U644). Once we receive Davis's bill, the unit owners will be billed their portion. McTier will not get the concrete curbing done in Courts 1, 2 & 4 this fall due to the rain (he's six weeks behind). Snow plowing contractor is waiting for salt price before giving us a bid for the winter. McTier will be repairing the lawns in the 6000's where the road was repaved.

#### Water & Sewer:

R. Vogts reported that the water quality test for September is good. One unit (U212) was high in lead from last year and will be retested.

**Grounds:**

Guckenberger reported that Karl Stewart will take care of patching bare spots in the lawns. Five trees have Emerald Ash Borer. Five other trees will be treated against the emerald ash borer (treatment good for two years). We also have Pine Blight - Daniels will remove pine trees near U114, U406, U617 and U650. If the cost of the tree treatments is over \$1,000, she will email directors for approval. Street signs have not been ordered due to the increase in metal prices - will purchase over the winter for spring installation. Trees near U406 and U6015 need to be trimmed back due to crowding the siding and roof. The stone drainage ditches are getting full of grass and need to be cleaned out (especially the one in Court 4).

**Buildings:**

Herwig reported U620 siding will start this week depending upon weather. Water is in several Court 2 units - cannot be fixed until water table goes down. As quad building porch roofs need repairs, new roofs with a steeper pitch will be built over the existing rubber roofs. U507/U508's driveway has sunk a few inches and will need to be replaced. Logan Myers owes \$1,231 - he is working on a couple SREA projects to work off the debt.

**Secretary:**

V. Vogts distributed updated SREA unit owner spreadsheets - directors are able to view the current Google Drive spreadsheet at anytime. She will be contacting all unit owners that have renters to obtain current renter information and a copy of the rental agreement per Wis. Stats. 703.315. She will also be contacting those owners with wood-burning fireplaces to obtain most recent chimney inspection reports. A meeting is scheduled for October 14, 2018, at 5:30 pm, at Johnny B's, where V. Vogts will go over the Welcome Packet to new unit owners and renters who have moved to Saddle Ridge Estates in the past year.

**Treasurer:**

Holland reported that the year-end is not closed out yet until receiving the bank statement. She will contact Miller, Brussell & Ebben to schedule the annual audit. Requiring owners to pay their monthly maintenance fee using auto pay directly from their bank account was brought up at the annual meeting. After discussions, the directors agreed to not mandate auto pay of the monthly fee. Directors must continue to approve their work orders prior to Holland paying the invoice. She also needs directors to obtain current liability insurance dec sheets for all contractors.

**OLD BUSINESS****Merger of SRE and SRE II:**

Miller Law Office drafted a proposal dated October 15, 2018, regarding the merger of SRE and SRE II into one homeowner's association. Do we want to pursue a merger? Pat Kirk is in favor of the merger but we need a letter signed by Kirk stating his agreement due to him being a permanent director of the SRE II.

**Crack Filling for Roads:**

Roe reported the crack filling has not been completed - Court 4 and 6000's still have some driveways to get done.

**Court 3:**

Mari had a discussion with Jerry Romanowski, general manager with Prairie Construction, regarding the empty lot next to U305. According to the Register of Deeds office, Pat Kirk is the owner of the lot but he states that Prairie Construction is the owner. Roe and Schumann will contact Lee Gosda who may know where the drainage pipe is under Court 3 so it can be opened up to let the standing water flow off of the empty lot. This issue needs to be resolved prior to winter to avoid ice on over the road.

**Any Additional Old Business:**

None.

**NEW BUSINESS****Project Tracking:**

Directors need to obtain cost estimates from contractors for large expenditures like snow plowing, lawn mowing, road repair, etc. Schumann distributed a spreadsheet that the directors for roads, utilities, buildings, and grounds can use in documenting their expenses so it can be reviewed at the monthly meetings. Schumann will put the spreadsheet on Google Drive for everyone's viewing.

**Any Additional New Business:**

None.

**PRESIDENT'S COMMENTS**

Schumann had no additional comments.

**ADJOURNMENT**

Next meeting will be on November 20, 2018, at 5:00 pm, at 100A Saddle Ridge's conference room. Herwig motioned to adjourn meeting at 8:12 pm, Guckenberger second the motion, and all voted to approve.

Respectfully Submitted,

Vicki Vogts  
SREA Secretary