

Saddle Ridge Estates Association, LTD

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BOARD OF DIRECTORS MEETING

February 4, 2019

Bethlehem Lutheran Church, Portage, WI

Directors Present - Mari Guckenberger, Richard Roe, Winnie Schumann, Vicki Vogts

Directors Absent - Gary Herwig, Debbie Holland, Robert Vogts

Visitors - Pam Barreau (U6012) and John Baldwin (U314)

CALL TO ORDER, CERTIFY QUORUM & POSTING OF NOTICE

Schumann called meeting to order at 4:19 pm. She certified that a quorum is present and the Agenda was posted in accordance with Wisconsin Statutes.

REVIEW MINUTES

V. Vogts distributed the November 20, 2018, minutes - Roe motioned to approve and Guckenberger second the motion - all voted to approve the minutes.

DIRECTOR UPDATES

Roads:

Roe reported that we have spent \$7,264 for snow removal through January 9, 2019 (not including storms on January 23 & 28).

A precedent was set that owners are responsible for snow removal on their extended parking pad and any parking pad not connected to the original driveway. The pads were installed at owner's costs so it's the owner's responsibility for maintenance and repair.

V. Vogts will create a form letter that can be mailed to owners violating the bylaw regarding trailers in driveways longer than three days. The form letter will be mailed to the owner by registered mail so it will be delivered the next day.

Water & Sewer:

R. Vogts was not present. Schumann reported on the director's behalf that she has been in contact with General Engineering and Country Plumber regarding a possible water main leak underground that may be in the area of a known wet grassy area in Court 5. GEC will bring a sound device to that area as well as other potential areas to check for a leak.

Grounds:

Guckenberger reported that we received bills from Karl Stewart for work done as far back as January 2017 and details of work being billed are not itemized. Guckenberger is working on getting some resolution and is beginning to interview new lawnmowers to replace Karl when his contract ends in late 2019. Guckenberger is sending a letter to Karl requesting detail of what was done on a particular day, where work was performed, who performed the work, how much is being charged per hour, etc., before we will pay these invoices.

Daniels Construction trimmed and removed trees around the SREA. It has been reported in the news that the bitter cold could possibly kill emerald ash bore in trees so we will keep an eye on some of our diseased trees.

A contractor will need to be hired to repair lawns for units in Courts 1 and 2 that have water issues in their basements.

Next year, Guckenberger will send out a message to residents when the deadline will be to pick up real Christmas trees to eliminate the problem of trees being put out on the curb after the last pick up.

Buildings:

Herwig not present. Schumann reported that U6028's siding is completed, U6002 is currently being sided, and U6012 will be sided next.

With recent storms, there are a few porch roof leaks.

Badger Basement has initially evaluated the basements with water issues and will let us know how to fix the problem. No board members present knew if work to repair had been started.

Secretary:

V. Vogts reported that future SREA board meetings will be held at 5:30 pm in a conference room at Bethlehem Lutheran Church between Portage and Saddle Ridge.

Letters were sent to all SREA owners that have mailing addresses not in Saddle Ridge to verify who is living in their condo unit. Many of the owners have responded and V. Vogts will follow up with the owners that don't respond. Units that have family members living in the unit are not required to have a lease, but the owner is required to provide the name, phone number, and email address for the unit resident.

We have received a complete copy and new index of the condo document book that each condo unit owner should have received from the prior owner at closing. If an owner needs a new copy of the book, they need to contact the Secretary and reimburse the association the cost of printing because it's not the responsibility of the association to provide the documents - it's the previous owner's responsibility.

A copy of Amendment 5.3 has been emailed or mailed to all condo owners.

Treasurer:

Holland not present. Effective April 1, Holland is resigning from the board as Treasurer and as director due to personal reasons.

Schumann distributed Balance Sheet, Profit & Loss, and Expenses by Vendor reports for January 2019.

Waste Management has updated the number of units that it picks up each Wednesday (from 142 to 134 units). Due to the issues last week of Waste Management coming earlier than normal to pick up garbage and recycling, residents are reminded that their green garbage containers need to be out by 7:00 am on Wednesdays per rules and regulations.

Schumann is going to research the idea of listing "values" of condo areas (e.g., land, utilities, etc.) on the annual Balance Sheet in pursuit of getting as accurate values as we can reasonably obtain.

OLD BUSINESS

Director Roles:

Guckenberger distributed a document that listed roles and responsibilities of each board officer position from an HOA website. Everyone is asked to review their duties to ensure they are in line with what is expected of them as an officer. In particular, Holland should review what duties she has performed that may be better suited being done by another officer.

Board of Directors Communication:

Guckenberger wanted to stress the importance of keeping all board members informed of all issues going on in the association so things don't fall through the cracks especially when board members are gone for extended periods of time or on vacation.

Safety Issues:

Due to recent verbal threats towards a board member, two board members will attend face-to-face meetings where it might be a tenious situation.

Court 3 Flooding Issues:

Doherty is currently hired to install a new culvert from the water flooding at the entrance of Court 3 to the storm run-off ditch between Courts 1 and 2 as well as repair the roadway. Residents in Court 1 and 3 will be notified when the work will be done due to short inconvenience of access to those areas during the repairs. Doherty may need to wait until the water lowers to begin the project. The total cost of the project will be split evenly between Maylin Kirk, Dave Baehr, and the SREA.

U112 Water Leak Repairs - SREA Accountability:

Herwig will be reviewing the detailed invoices from the owner to determine what the SREA is responsible for paying. Herwig will report his findings to the board at the next meeting.

Any Additional Old Business:

None.

NEW BUSINESS

Treasurer Roles / Duties:

Due to Holland's resignation, R. Vogts will take over as treasurer effective April 1 and Schumann will take on the water and sewer duties until a replacement can be found or at the September annual meeting when a new director will be elected for the vacancy.

Any Additional New Business:

None.

PRESIDENT'S COMMENTS

No additional items.

ADJOURNMENT

Next meeting will be on Monday, March 11, 2019, at 5:30 pm, at Bethlehem Lutheran Church's conference room. Guckenberger motioned to adjourn meeting at 5:44 pm, Roe second the motion, and all voted to approve.

Respectfully Submitted,

Vicki Vogts
SREA Secretary