

*M. A. Schumann*

**Saddle Ridge Estates Association, LTD**  
P.O. Box 443  
Portage, WI 53901-0443  
Website: [www.saddleridgeestates.net](http://www.saddleridgeestates.net)  
Email: [saddleridge139@gmail.com](mailto:saddleridge139@gmail.com)  
(608) 742-6850

---

**BOARD OF DIRECTORS MEETING  
MAY 11, 2020  
SADDLE RIDGE RESTAURANT & BAR**

**DIRECTORS PRESENT:** Winnie Schumann, Paul Turner, Gary Herwig, Dick Roe, Juanita Rockhill, Mark Mostrom  
**GUESTS PRESENT:** Tom and Barbara Steinhaus, Mari Guckenberger, and Linda Brzezinski

- I. **CALL TO ORDER, CERTIFY QUORUM & POSTING OF NOTICE:** The meeting was called to order 6:01pm by President Winnie Schumann. Mark Mostrom, Secretary noted that agenda was posted on the east Entrance and emails, mailings, and personal delivery to condos without email sent on May 8, 2020 at 5:00PM
  
- II. **REVIEW MINUTES FOR APRIL 13, 2020:** Because no meeting was held due to the COVID-19 pandemic all Directors submitted written summaries for their reports. These were approved and posted and delivered On April 15, 2020 to all owners.
  
- IV. **DIRECTOR UPDATES:**  
  
ROADS: Dick Roe reported not much new, but having seal coating done at over 30 condos. Owners are responsible for payment on their driveway. The association directors voted unanimously to reseal the road and driveways at units 6027, 6029, 6031, 6033, 6035, and 6037. The reason for this is that this was done to preserve the life of existing blacktop for many years. Mark Mostrom had talked to several asphalt companies and they had recommended this action to protect and delay redoing this area.  
Dick mentioned that he will be inspecting for cracks in driveways and roads later in the summer.

1. **UTILITIES:**

The following report was submitted by Paul Turner Director of Utilities:

SREA Utility notes for May 2020 board meeting

Approved payment of \$955.88 to L. W. Allen LLC for 2 flow switches.

Approved \$125.00 fee to WI DNR, 2020 Water Use Fee.

Participated as an observer for the testing of the newly installed sprinkler system at the new restaurant being completed by Margie and Dave Druce (dba) Saddle Ridge Golf Club. Others in attendance were Margie Druce, Portage Fire Dept Chief, Portage Fire Dep't Fire Inspector, Jerry Foellmi of GEC, Lukasz Lywza of GEC and two staff of the sprinkler system installation team, Rock Solid. It was noted that the sprinkler system heads are heat sensitive and only activated individually, so full demand of system is less likely to occur.

My concern and reason for attendance was the effect of a potential high demand on SREA water system including demand and rate of use plus the probable effects of SREA water users beyond the restaurant regarding pressure and volume.

Notable known data include that the new 6" lateral was pressure tested from the last leg of the lateral from the outside valve in the parking lot pavement to and including the system prior to the sprinkler heads had no leaks under 209 psi for the half hour required. Next they emptied their system and continued a continuous run using three fire hoses simultaneously. Normal water line pressure of the SREA system runs between 65 – 75 psi. After an unknown period of time (15 minutes or so) the line pressure as measured at our SREA Distribution point had dropped to 35 psi. The test was then cancelled and said to be successful. FYI, the three SREA water distribution pumps will shut down if the reservoir is drained, i.e. no water to pump. There are paddle switches on the discharge of each pump. No water, no pump, no harm. Also learned that if the pressure drops below 20 psi we are to contact WI DNR who may require water testing and/or boil water notices be forwarded to the users.

There was a small meeting and discussion if the standing water at the north eastern corner of the yards for units 505 – 507 was runoff or a water system leak. While a leak can come at any place at any time, the consensus of opinion of those there - Lukasz Lywza, Paul Turner, Mark Mostrom and Gary Herwig was that it was run off. Noted on May 7, 2020, a week later, the soils appear dry on the surface.

2. **GROUNDS REPORT:** Acting Grounds Director Mark Mostrom reported the following:

*From the Ground Up* began spring clean-up in April and mowed once. I have asked them to mow at 3 3/4" but due to members complaints I asked them on 5/11/2020 to lower mowers to 3 1/2". The longer the grass is cut the fewer weeds can grow, and in the heat of summer there is less chance of burn out.

They have delivered 3 yards of black dirt for the association with another 3 yards coming this week.

During the next two weeks they will be repairing the areas where the trees were removed and some work has been done, this was started today.

Getting bids to replace retaining walls in court 600 (2), and in court 6000 (1) by 5:00 today. Only one company met this deadline, (From the Ground Up) Bid was \$14,750.00 for unit 6002, and \$32,800.00 for retaining walls behind units 628 & 630. Discussion followed as it was pointed out that Eric's Lawn and Landscaping LLC had done the walls in "The Forest" 15 – 18 years ago and they still look great. Motion made by Juanita Rockhill to accept the bids, with payment for unit 6002 being in this fiscal year, and the bid for units 628 & 630 done in the fall with payment from the budget for 2020 -2021. Seconded by Gary Herwig and passed unanimously.

It was mentioned that we need to look at 6010 and 506 as those retaining walls will need to be done in the future.

Needing to regrade an area in the 500 court and 6000 court to allow for runoff away from buildings and this will be done in the next couple of weeks.

**TRUGREEN:** Spring treatment done on 5/8/2020

**Hydra Clean:** Talked to Nick on 5/7/2020 and due to COVID-19 they will not be here in May but hope to come the week of June 1, 2020.

Request to trim branches behind neighbor's house to see golf course better by Unit 6006. This was discussed and all board members said we should not be trimming trees for creating better views. Gary Herwig did not vote as this would have been a conflict of interest.

3. **BUILDINGS:**

Gary Herwig reported that residing for unit 6032 is almost completed.

He will begin to have the records building resided by pump house and is in need of a lot of work. Needs 2 new doors, some new soffit and repair of rolled wood.

Fixed water problem by units 207 - 208

Started reroofing on units 101 - 104.

Trying to get in contact with owner at unit 215 as there are boards laying behind garage and visible from road. Mark Mostrom mentioned he had spoken to the neighbor who said owner recently had hip surgery and was recovering at home. Unable to handle at this time.

4. **SECRETARY:** Mark Mostrom reported:

Mailed, emailed, and hand delivered notices for Meeting on 5/11/2020 on 5/8/2020 and posted same on bulletin board by east entrance.

Mailed, emailed, and hand delivered notices to see interest in having driveways sealed at owner's expense. Contact Dick Roe if interested, as work will begin week of 5/11/2020

Beginning to work on Annual meeting preparations for Tuesday September 15, 2020

5. **TREASURER:** Winnie Schumann handed out the treasurers report as of April 30, 2020, as she is still working with Juanita Rockhill during this training period.

ACTUAL INCOME & EXPENSE BY QUARTER

YEAR TO DATE 10/01/2019 - 04/30/2020

	REVENUE				BUDGET 2019-2020		
Sum of DEPOSIT	Column Labels				INCOME		
Row Labels	1	2	3	Grand Total			
1010	\$65,629.26	\$91,361.00	\$26,800.00	\$183,790.26	DUES	\$ 343,200.00	
1020	\$5,875.87	\$75.00	\$221.02	\$6,171.89	INSURANCE PREMIUM	\$ 29,500.00	
1030	\$21,440.49	\$19,477.61	\$25,385.80	\$66,303.90	SHARED UTILITIES - QRTLY	\$ 81,000.00	
1034	\$40.75	\$425.76		\$466.51	100 COURT GENERATOR	\$ 300.00	
1070	\$83,670.89	\$3,690.30	\$10,434.77	\$97,795.96	MISC INCOME	\$ 1,100.00	
<b>Grand Total</b>	<b>\$176,657.26</b>	<b>\$115,029.67</b>	<b>\$62,841.59</b>	<b>\$354,528.52</b>	(\$82,503.86 Closed CD Acct)		
	<b>ROUTINE EXPENSE</b>						
Sum of PAYMENT	Column Labels				ROUTINE EXPENSES		
Row Labels	1	2	3	Grand Total			
2100	\$13,077.10	\$18,822.55	\$5,714.65	\$37,614.30	Portage Utilities - Sewer	\$ 80,000.00	
2101	\$9,556.96	\$32,309.45	\$8,174.35	\$49,990.76	Water Expense	\$ 30,000.00	
2102	\$12,781.57	\$11,408.74	\$855.73	\$25,046.04	Sewer Expense	\$ 16,000.00	
2103	\$7,325.97	\$7,325.97		\$14,651.94	Insurance Premium - Paid	\$ 29,300.00	
2104	\$14,204.90		\$610.11	\$14,815.01	Lawn & Yard Maintenance	\$ 20,000.00	
2105	\$8,914.76			\$8,914.76	Mowing	\$ 50,000.00	
2107	\$2,388.50	\$3,070.75	\$22,638.25	\$28,097.50	Tree Replacement	\$ 1,000.00	
2108	\$7,369.72	\$7,379.73	\$2,483.26	\$17,232.71	Snow Removal	\$ 37,000.00	
2109	\$2,233.75	\$1,653.13	\$531.24	\$4,418.12	Garbage Pickup	\$ 29,000.00	
2110	\$4,566.00	\$2,950.95	\$4,435.00	\$11,951.95	Light Expense - Electric	\$ 4,000.00	
2130	\$766.50			\$766.50	Bldg Repair & Maintenance	\$ 41,900.00	
2140	\$632.14	\$433.28	\$51.66	\$1,117.08	Office/Printing/Telephone	\$ 1,500.00	
2160		\$7.70	\$7.70	\$15.40	Computer & Internet	\$ 300.00	
2170	\$66.94	\$135.71	\$63.06	\$265.71	SRE Only 100 Court Generator	\$ 2,500.00	
2180	\$1,850.68	\$2,409.86	\$72.00	\$4,332.54	Misc. Fees, Taxes, Refunds, Etc	\$ 3,000.00	
<b>Grand Total</b>	<b>\$85,735.49</b>	<b>\$87,907.82</b>	<b>\$45,587.01</b>	<b>\$219,230.32</b>			
	<b>OPERATING RESERVE EXPENSE (Capital Investment)</b>						
Sum of PAYMENT	Column Labels				OPERATING RESERVE EXPENSES		
Row Labels	1	2	3	Grand Total			
3010	\$13,351.00	\$13,975.00		\$27,326.00	Bldg Restoration	\$ -	
3020	\$51,540.00			\$51,540.00	Roof Replacement	\$ 33,000.00	
3030	\$32,528.06			\$32,528.06	Roads & Driveways	\$ 26,100.00	
3050		\$3,004.00		\$3,004.00	Siding	\$ 10,000.00	
3100	\$95,000.00			\$95,000.00	Money Market or CD Invest		
<b>Grand Total</b>	<b>\$192,419.06</b>	<b>\$16,979.00</b>	<b>\$209,398.06</b>				
<b>BEGINNING BALANCE: \$117,571.61</b>		<b>INCOME YR TO DATE: \$354,528.52</b>			<b>TOTAL: \$472,100.13</b>		
<b>EXPENSES YR TO DATE: \$219,230.32 + \$209,398.06 = \$428,628.38</b>						<b>BALANCE: \$43,471.75</b>	

**Other Business:**

Juanita Rockhill, Treasurer, suggested making payment of HOA maintenance fees by ACH mandatory or instituting a handling fee for manual payments, since they are extremely time and labor intensive.

**Rationale**

- o Approximately 40 HOA dues checks arrive throughout the month, necessitating multiple trips to the bank to deposit
- o Each personal check must be copied, entered into a deposit slip and record book o Residents lose track of payments (Currently multiple accounts 1 month or more behind)
- o Late fees have been applied inconsistently, trying to be understanding/taking into account extenuating circumstances
- o Some residents pay for more than one month at a time o Checks arriving without a unit number/owner name create hours of searching to enable accurate recording/entry.
- o SRA currently requires HOA payment via ACH.

Motion was made by Mark Mostrom and seconded by Dick Roe that SREA mandate that monthly association dues payments be made by automatic withdrawal (ACH) effective October 1, 2020. Members may choose to have their HOA payment withdrawn on either the 3rd or 17th of each month. Those choosing to pay with individual checks will pay an additional monthly \$10.. Handling fee. The board approved this unanimously.

**V. OLD BUSINESS:**

1. Update on unit with lien. Our attorney is recommending SREA offer mediation as an option if they contest the actions. All actions on hold due to COVID - 19. Unanimous agreement from all directors.
2. Update on unit 202 Garage Repair. Insurance company has paid all bills.

**VI. NEW BUSINESS:**

1. Use of Gas Firepits: After much discussion among the directors and guests present, and the fact that they by-laws reference "wood burning" it was recommended that more research be done and the board should bring a recommendation to the Annual Meeting. Mari Guckenberger and Mark Mostrom volunteered to review township, county, and state ordinances concerning the use of gas firepits.
2. Use of Solar Panels: Again much discussion was mentioned concerning this topic so Mari Guckenberger and Mark Mostrom will also review all ordinances concerning Solar Panels and bring a recommendation to the board for them to revise, submit to the Annual Meeting.
3. Walkers concerned over dog at unit 107. Sometimes it is off a leash and runs into the court seeming threatening to the walkers. Grounds director will discuss with owners of dog and notify them that there dog must be on a leash at all times. (done on 5/12/2020)
4. Unit 202 needs to have trailer, pod, and other items removed from driveway as garage has been repaired and clutter is an eyesore to all.
5. Unit 509 is to remove compost bin as this is not allowed and is unsightly. Grounds director talked to them on 5/11/2020 after meeting. Removed on 5/12/2020.

**VII. ADJOURNMENT:** Gary Herwig made the motion to adjourn at approximately 7:40PM

Next SREA Board meeting date will be on June 8, 2020 at 6:00 PM. Meeting place to be determined based on COVID - 19 restrictions in effect.