

Saddle Ridge Estates Association, LTD

P.O. Box 443

Portage, WI 53901-0443

Website:

www.saddleridgeestates.net

SREA Board of Directors Meeting March 8, 2021 6:00 PM Location: Bethlehem Lutheran Church Highway 33, Portage, WI

Directors Present: Winnie Schumann, Mari Guckenberger, Ryan Lang, Bret Johanen, Linda Brzezinski, Pam Barreau.

Absent: Juanita Rockhill

Unit Owners Present: Micki Fuerst u312, Gary Herwig u6004, Tom Steinhaus u6035, Bob Beahm u307, Liz and John Bliese u6015, Jerry and Claudia Braun u311, Roger and Beth Esser u308, (Guest) Josh Lang u509

- I. Meeting called to order at 6:00 pm by President Winnie Schumann
- II. Posting of notice was emailed, delivered and posted on bulletin 3/6/21
- III. Reviewed minutes of November 9, 2020 board meeting- Amended Motion made by Linda Brzezinski to approved after amended, seconded by Mari Guckenberger, motion passed 6-0

IV. Members Items:

Tom Steinhaus u6035 and Bob Beahm u307 presented the need to resurface the golf cart path trail and supplied quotes. 3 bids were obtained- Payne & Dolan \$107,865, D.L. Gasser \$80,733 - \$91,352, Davis Construction \$29,500 - \$46,000. Discussion followed as to who will pay for it. It was suggested to do fund-raisers and ask the other Associations to help finance. A \$5,000 donation is still available and was confirmed by Pam Barreau who contacted the Saddle Ridge tenant. More discussion will follow.

Bob Beahm u307 requested the completion of landscaping around units 305-308.

John and Liz Bliese u6015 requested advice on window replacement and water damage to their interior wall due to leaking windows. Suggestions were made to assist and Winnie will follow up with them. Our by-laws state that windows and doors are unit owners responsibility.

V. Directors Updates:

Roads: Reported by Brett Johanen

Plowing invoices from Most Plowing have not been received yet for January and February. Plowing issues were addressed.

u507-609,6003,6008 had damage due to moving the snow piles back. Country Plumber was called to repair. All costs will be paid by Most Plowing.

Door locks will be replaced on the well related building and records building with keypads. Brett, Ryan and Pam will work on this.

West side entrance turn is in progress and is being proposed to the other Associations for their input.

Speed hump discussion and quotes are still in progress.

Micki Fuerst u312 requested road repairs to damage due to new construction equipment in Court 3. Not likely to take place in this fiscal period. Brett was planning to inspect all roads and present a plan for future work.

Utilities: Reported by Pam Barreau

1. Pam and Winnie have been meeting with the Attorney and General Engineering on capacity / potential upgrades needed for the well and sewer systems with an additional 46 condominiums being added to Saddle Ridge.
2. Document the Utilities Well, lift stations, sewers caps, shutoff valves, etc and provide information to the other board Presidents. We will be proposing that we start collecting monthly fees for the Utilities Contingency Fund after meeting with All associations and presenting our documentation.
3. Lift Station #1 has a control panel issue. Information and quotes have been electronically sent to SREA board 3/9.
4. Lift Station #2 has pump issues and control panel issues. Need to replace both pumps with bigger ones and one pump is plugged.
5. Manhole cover to the SW of unit 609 has been moved from snow plowing. Sewer clean outs that were broken, pipes by 6008 and 6003 will be fixed. Most Plowing has contracted Country Plumber to coordinate the repairs and payment.
6. Get an updated copy of Appendix D Cost Schedule from GEC.
7. Shutoff valve in court 500 was hit and broken by Most Plowing. Mark Oehlhof will review, replace and contact Country Plumber to repair.
8. Contact Alliant Energy to analyze residential / business cost savings on gas/electricity. Alliant Energy stated we are renting some of the street lights. Gathering more information on potential cost savings.
9. Contact Portage Utilities to analyze residential / business cost saving on sewer. A follow up call is scheduled for 3/12
10. Document the steps performed by GEC for the pump house, well #1, well #2 and LS#1 and perform this weekly monitoring / monthly reporting

ourselves. There is a potential annual cost saving of \$6500. Steps have been documented and Pam will have a final training session 3/15.

11. Jerry from GEC informed me the duty pump on well house #1 needs to be replaced. It was installed in 1978 and on 3/7/21, it ran 178 times totaling 7.8 hours. Also need to install a VFD to conserve kilowatts.
12. Get contact from GEC on who can service the generator- needs oil changes, air filter and antifreeze maintenance. Also check water level.
13. Document actual spend for Utilities from 2019-2021. This allows me to learn and ask questions and plan for the 2021-2022 budget cycle. This work will be completed on 3/10.

Grounds: Reported by Linda Brzezinski

1. Poop Patrol- 8 residents were sent letters to pick up dog wastes.
2. Lawn Service- Contacted 3 companies - TRK Lawn Services, Sullivan Landscaping, Haase Stewart.
TRK won the bid, should be approximately \$45,000-\$48,000 per season. Will mow/trim on Tuesday and Wednesdays, curbside brush pick up every 3 weeks, they will do Spring/Fall cleaning. TRK will mow open lots but new builder will pay for it.
3. Certified letter was sent to 'From The Ground Up' to let them know their services were no longer needed.
4. Daniels Tree Services - Had 10 trees removed for various reasons and 2 trimmed. 408,410,601,603,620,622,6015,6021, circle in Court 4 removed. 605 trees trimmed.
5. Tetzlaff Tree Service- did Christmas tree pickup (Quoted \$200) did for free.
6. Trugreen- \$2073.75 Will just be doing a late spring spray, vegetation control and lawn service.
7. Mailboxes \$319.00 purchased from Amazon. Court 2 need mailboxes replaced due to snow plowers. Most Plowing will pay for and replace.
8. Misc. Items- unit owners requests for repairs and tree planting.

Building: Reported by Ryan Lang

Zander Solutions placed drain tiles at u110 and u208

Total cost for u110 \$7,980

Unit 208- no invoice yet, need to follow up with unit owner to confirm work was completed.

Water pinhole leak u206-207- Country Plumber replaced copper pipe and fittings with pex-pipe and fittings in both units. McTier Construction restored to the former state prior to pipe leak.

Total cost \$4175.00

Secretary: Reported by Mari Guckenberger

Posted meeting agenda, sent emails, delivered and posted on bulletin board.

Received chimney reports from several more units, will follow up those that have not responded.

Working on updating each unit's file folders with information for repairs/ replacements/updates.

Micki Fuerst is to provide documentations to the Board that Micki obtained from Joe Duesler in the past as to what units and when they were resided and/or received new roofs.
Pam Barreau suggested that we can save money by canceling Frontier land line and purchasing a track phone. All agreed and Mari Guckenberger is in charge of changing the service.

Treasurer: Reported by Winnie Schumann
Report was not read due to time restraints. See attachment

VI. Old Business:
Project Tracker: is complete and all directors are required to use.
New Building Expansion: Discussion will continue as time was limited

VII. New Business"
Board Member Agreement- Winnie handed out the Board Member Agreement to all Board members, no discussion
Insulation- who is accountable-clarification in By-laws may be needed after determination is discussed.

Mari Guckenberger requested Board approval for an all Association rummage sale. Request approved by Board.

VIII. Adjournment:
Next meeting is Monday April 12, 2021 6:00pm Bethlehem Lutheran Church

Motion to adjourn by Linda Brzezinski. Meeting adjourned at 9:00pm

Respectfully Submitted,

Mari Guckenberger
SREA Secretary

SREA INCOME & EXPENSE BY QUARTER

YEAR TO DATE -10/10/2020 - 02/28/2021

	REVENUE			BUDGET 2020 - 2021	
Sum of DEPOSIT	Column Labels			Description	Budget
Row Labels	1	2	Grand Total		
1010	\$83,585.00	\$57,240.00	\$140,825.00	Maintenance Dues	\$ 343,200.00
1020	\$5,423.64		\$5,423.64	Insurance Premium Due	\$ 31,625.00
1030	\$20,814.26	\$14,849.47	\$35,663.73	Shared Water/Sewer	\$ 117,800.00
1070	\$791.25	\$2,494.81	\$3,286.06	Misc. Income	\$ 5,000.00
Grand Total	\$110,614.15	\$74,584.28	\$185,198.43		

	MONEY TRANSFERS				
Sum of DEPOSIT	Column Labels				
Row Labels	1	2	Grand Total		
1100	\$50,766.27	\$50,766.27		Transfer from CD/Money Marke	\$ 50,000.00
Grand Total	\$50,766.27	\$50,766.27			

	ROUTINE EXPENSE				
Sum of PAYMENT	Column Labels				
Row Labels	1	2	Grand Total		
2100	\$21,794.75	\$12,947.74	\$34,742.49	Portage Sewer Utility	\$ 80,000.00
2101	\$14,842.50	\$3,258.76	\$18,101.26	Water Expense	\$ 86,000.00
2102	\$2,853.10	\$5,840.05	\$8,693.15	Sewer Expense	\$ 37,000.00
2103	\$7,906.23		\$7,906.23	Insurance Premium	\$ 31,625.00
2104	\$6,775.56	\$5,644.96	\$12,420.52	Lawn & Yard Maintenance	\$ 25,000.00
2105	\$11,220.00		\$11,220.00	Mowing	\$ 45,000.00
2106	\$60.66		\$60.66	Tree Replacement	\$ 1,100.00
2107	\$401.25	\$8,539.75	\$8,941.00	Snow Removal	\$ 35,000.00
2108	\$8,283.34	\$5,534.46	\$13,817.80	Garbage Pickup	\$ 29,000.00
2109	\$1,611.24	\$1,068.43	\$2,679.67	Light Expense - Electric	\$ 7,500.00
2110	\$8,031.25	\$10,245.07	\$18,276.32	Bldg Repair & Maintenance	\$ 40,000.00
2130	\$4,445.25		\$4,445.25	Legal Expense	\$ 6,000.00
2140	\$816.53	\$101.18	\$917.71	Office/Printing/Telephone	\$ 1,500.00
2160	\$98.59		\$98.59	Computer & Internet	\$ 300.00
2170	\$213.77	\$122.43	\$336.20	SRE Only - Court 100	\$ 2,500.00
2180	\$1,599.39	\$3,062.15	\$4,661.54	Misc Fees, Taxes, etc	\$ 3,000.00
Grand Total	\$90,953.41	\$56,364.98	\$147,318.39		

	CAPITAL EXPENSE - RESERVE				
Sum of PAYMENT	Column Labels				
Row Labels	1	2	Grand Total		
3010	\$21,493.00	\$2,145.00	\$23,638.00	General Repairs & Maintenance	
3020	\$43,075.31		\$43,075.31	Roof Replacement	\$ 50,000.00
3030	\$2,450.00		\$2,450.00	Roads & Driveways	\$ 15,000.00
3080	\$32,800.00		\$32,800.00	Retaining Walls & Netting	\$ 40,000.00
Grand Total	\$99,818.31	\$2,145.00	\$101,963.31		

Beginning Balance			\$ 67,634.01
Income			\$ 185,198.43
Transferred Funds			\$ 50,766.27
TOTAL			\$ 303,598.71
Routine Expense	\$ 147,318.39		
Capital Expense	\$ 101,963.31		
TOTAL	\$ 249,281.70		
BALANCE as of 2/28/2021			\$ 54,317.01