

**Saddle Ridge Estates Association, LTD**  
**599 Saddle Ridge**  
**Portage, WI 53901**  
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**608-742-6850**

SREA Board of Directors

Meeting: October 11, 2021 6:00PM  
Location: Bethlehem Lutheran Church  
Highway 33, Portage, WI

**Directors Present:** Winnie Schumann, Tom Joswiak, Ryan Lang, Linda Brzezinski, Mari Guckenberger, Pam Barreau

Unit owner present: Juanita Rockhill u 6021, Mark Mostrom u 6018, Brett Johanen u 505

- i. Meeting called to order at 6:00 pm by President Winnie Schumann
- II. President - Meeting notice posted, delivered by hand and email as appropriate
- III. Secretary -
  - a. Review of minutes of August meeting, amend, not approved. Redline is correct and approved. Re-attach correct financials for July. Will review/approve via email.
  - b. Review of minutes of September meeting. Amend page 1 unit 6027 for Joswiak. Will review/approve via email as amended.

**IV. Director Updates:**

Roads: Reported by Brett Johanen

1. Owners at 105 & 624 have expressed interest in installing a parking pad (owner's expense), although 105 has not answered when called. U624 tree work needs to be done first. U6015, Bliese would like to install a parking pad to their front door. This is not cosmetically pleasing and the board denied the pad install.

Utilities: Reported by Pam Barreau

1. 50 main water valves – attempted to locate all of them. Those that were located were exercised, spray painted blue on the cap and spray painted a blue tick mark in the road for future identification. An open task is compiled for 1) those not found and 2) those that have water and sediment in them that prevent us from exercising them. Emailed the Board 10/7 for feedback which is due back by 10/8. Bids will go to LMS, Country Plumber and Terrytown Plumbing for the hydrant & water valve issues.
2. Four teams are established to locate/spray paint the 370 water shut off curb stops at each unit starting 9/27. The GPS locations will be updated in Excel. The following people were trained by GEC: Mark Mostrom, Matt Radish, Fin Finley, Fritz Meierdirk, John Draxler, Steve Letourneaux, Scot Crosby and Pam Barreau.
3. Continued investigation of clear water in the sewer system. I will visit the bluff area units 1059 – 1062 and 1063 – 1066 for sump pumps and water in their basement. I will provide a water softener communication to the entire Saddle Ridge community on the “on demand setting” vs daily setting and city of Portage chlorine rules/fines. Emailed Lukasz 10/3 for further information.
4. Lift station #2, pump one is not working. Contacted Xylem/Flygt 10/4 and work is scheduled for 10/11, 9 am.
5. Emailed Lukasz 10/1/2021 about performing a water PSI study throughout Saddle Ridge before Gardner begins development. We need to document the water pressure now as a baseline. Training and study will be done on 10/14 at 1 pm with volunteers assisting.
6. Emailed Lukasz 10/1 for the lift station #2 project manual and 3 additional padlocks.
7. Patti Smith and I contacted members to obtain votes on SRE III. We have a quorum on a “yes” vote. Winnie is working with John Miller our attorney to incorporate this into the Master Agreement.
8. Replaced lift station #1 which is the main sewer station that ejects sewage to the Portage sewer system. Work was completed September 22, 2021 by B & M Technologies with an estimated cost of \$34,539. Age of current equipment was 30 years old and had 3 fires to the panel over the years. SREA is responsible for 44% of the total amount due which is approximately \$15,198. (work is complete)

Grounds: Reported by Linda Brzezinski

1. U 615, Wegner would like a net by her house with a pole. The board denied this as the trees should to block any golf balls.

2. Mailed the deposit to Hamm's Tree Service. I was able to get a 5% discount for an \$8,600 total. We are on a list 8 – 10 weeks out for service. The cart path will be used to service U 6022, Hughey-Groves for tree services. U 314, Baldwin, will need to climb the tree for removal. Pam suggested getting a certificate of insurance on file for Hamm's.
3. Look at tree by u 6021, Rockhill. Does it need to come down.
4. Trail camera has been installed due to dog waste not being picked up. Recommend fining unit owners \$100 if we find/remove the waste or call the police and they will issue a \$150 fine.
5. Gutter cleaning to be done week of 10/11
6. Mari suggested u 317, Howell will take pine needles for her compost.
7. Phil Gavinski will clear out brush by the Frontier building.
8. TRK will be bidding on granular weed control twice per year. This granular weed control is better for pets & kids.
9. Rotting retaining walls that will be replaced are u 6006 Moore, u 6010 Roth and u 109 Noorda. Bids will go out to TRK, A+ Lawn Care, Eric Swan and Nature's Way.
10. U 206 Grimm does not want his leaning tree cut down. The Board agreed it needs to come down. Linda will call him.
11. U 6025, Bennett was questioning who had the 2 trees planted behind their unit. U 6023 Dregne paid for those trees.

**Buildings: Reported by Ryan Lang**

1. 19 ongoing work orders and Phil has completed these for \$978.28. There are 7 new work orders.
2. Have we seen the bill for u611, James for trimming and debris pickup from Phil.
3. Badger Basement has been called out to review 8 units: 105 – 108, 211, 212 and 644. U105 crack in floor by sump pump. Bid the work. U 211, Sugden sump pump not working. ¼" calcium build-up. New sump pump to be installed and SREA pays for the pump ~ \$200 - \$350.
4. Write up a letter about Badger Basement and who is to pay the annual ~\$130 inspection and include warranty information. The Board needs to research original agreement with owners on who is responsible for ongoing maintenance. Locate the 2008, 2012 document for Badger Basement decision.
5. U 505 – 507 Darin done with the roofing. Doing cleanup, and finishing dormers. Old flashing was torn off by dormers, LP Smart siding which is a 3/8" plywood that stacks like shingles was installed with a 40 year warranty on the caulk sealant. Wrapped entire dormer with weather shield. Bathroom venting was vented to the attic originally and has now been rerouted outside with a boot. Garner is offering homeowners insulation blow at 12" at their expense.
6. U 511, 512 waiting on roofing bid from Gardner.
7. U501 – 504 roofing to be done yet this year.
8. U506 Brzezinski leaf guard needs to be re-installed.

**Secretary: Reported by Mari Guckenberger**

1. I was not here last month. Got caught up on the August and September monthly meeting minutes and should have the annual September meeting minutes out to the Board by 10/12 for review.

**Treasurer: Reported by Tom Joswiak**

1. Tom wants to fix the running balance calculation as it is impacted by voided checks for the check register and financial checkbook. He will review with Juanita and Winnie.
2. It was agreed that checks could be directly handed to the Directors for any down payments needed on services.
3. Clarification was provided for the quarterly shared expenses and that for three months SREA is floating the cash.
4. Two Units are delinquent on monthly dues. 12 units are delinquent on insurance premiums, which total \$2,700 and \$300 in late fees.
5. Mari questioned if the 2020 – 2021 financials were going to be audited. A decision needs to be made on using 2 members or an outside firm for the audit.
6. 2020 – 2021 fiscal year we were \$18,000 under budget with an \$80,000 balance. A decision needs to be made as we get closer to March 2022, if we need to cash in the \$98,000 CD. There were significant expenses incurred in September that have not been invoiced so the expense will occur on the 2021 – 2022 fiscal year.
7. Manual check monthly due processing has decreased from 11 to 9. Gradually transitioning everyone to ACH.

**Old Business:**

1. Review of new member Welcome Packet. Mari provided hard copies for u211 and u6029. Pam volunteered to scan the 37 pages, and email it to the Board for review/corrections. The hard copies have not been provided to these units at this time.
2. Status of negotiations with the City of Portage on the sewer fees. Portage Utilities will keep in place our 1992 and amended 1996 sewer agreements and will no longer pursue a new agreement be put in place. Linda will see if she can get copies of the meeting minutes from the last city meeting. We paid two of the three, two year back billing. Winnie to clarify with our Attorney if we can re-coup the two previous payments. Winnie stated that Pam does not need to do further research on 1996 – 2021 monthly sewer invoices. Sufficient data has been provided to our

Attorney at this time. Mari questioned if the other Associations are involved in this matter and Winnie stated yes. A contract has been signed by all Associations' Presidents, Pat Kirk and Margie Druce that we are jointly addressing the issue with Portage Utilities and will share in the cost of the attorney.

3. Pam to validate the Sept 2021 sewer usage from Portage Utilities vs her readings. The Sept invoice was \$2,900 cheaper than the previous month and the same rates were applied. Also review sewer usage from Sept 2020.

**New Business:**

1. Linda Brzezinski made a motion to nominate Pam Barreau as Vice President. The motion was seconded by Ryan Lang. All voted in favor and motion was approved.
2. Juanita Rockhill questioned Mari Guckenberger if she would resign from the Board, as her interests seem to be at Fort McCoy and not on the Board. Mari stated she needed to think about it. Mari further stated the Secretary position is a very tough position and she has had a tough time. She feels she has been criticized for a position she is not qualified for. Her humanitarian interests are at Fort McCoy. She will be committing two to three days a week over the next two years to serve Fort McCoy. Various comments were provided to Mari by the Board members about needing to work together, the need to have a cohesive team, and that we are unable to work with her. Her behavior has caused turmoil and anguish that does not need to exist. Others feel they were put into positions where they didn't have the background, but they have the drive to learn and have done so. Mari then suggested that the Board take a vote. Four yes votes and one abstained vote to remove Mari from the Board was obtained. Motion was approved.
3. Two SREA Board positions are now open – Secretary and Roads. Mari suggested we need to put this out to the community to see if anyone is interested. Winnie will send out the notice with a 10 day deadline date for response. Brett made a comment that he will help with Roads if needed.
4. Mari is to turn in her Secretarial belongings to Winnie on 10/21. These items are included in the Sept 29<sup>th</sup> email to Mari. Mari provided the key to the Bethlehem Lutheran Church to Winnie.

**Adjournment:**

Ryan Lang moved to adjourn at 8:11 pm.

The next Board meeting will be held on Monday November 8th, 2021 6:00 PM at Bethlehem Lutheran Church.

Respectfully submitted by:

Pam Barreau

Drafted for review/revisions/approval on 10/12/2021

Accepted by all Board Members via email on 10/20/2021