

BOARD OF DIRECTORS MEETING
March 11, 2024
Bethlehem Lutheran Church
W8267 Hwy 33, Portage, WI 53901

MINUTES

Directors Present: Peggy Brunner, Brett Johanen, Tom Joswiak, Winnie Schumann, Karl Turner, Vicki Vogts
Directors Absent: Calvin Gruss

I. Call to Order - Certify Quorum:

Schumann called the meeting to order at 6:07 pm; quorum present.

II. Posting of Notice:

Meeting date was posted on the SREA website and "Deer Tales" community newsletter. Agenda was emailed to owners.

III. Review Minutes and Approval of Last Meeting Minutes:

Motion made by Joswiak to approve minutes as presented; seconded by Turner; approved by all.

IV. Director Updates:

A. Grounds (reported by Turner):

1. Turner has received six work requests since the November meeting.
2. Darrin Gardner does not want to mow the vacant lots due to Pat Kirk not paying him. Schumann will follow up with Pat on who will be mowing his vacant lots in the SREA.

B. Utilities (report emailed by Gruss):

1. The sewer lines in the 600s had their quarterly jetting on March 4, 2024. Country Plumber didn't find anything bad and nothing backed up.
2. The two well houses and the pump house are getting new dehumidifiers.
3. We need to order more dot-matrix paper for the pump house monitoring system. Gruss is approved to purchase a box of dot-matrix paper.

C. Roads (reported by Johanen):

1. Reviewed the TRK work tracker and will discuss activity further during the New Business item below.
2. Possible crack filling work of the roads where needed around SREA. Johanen still has cold patch to use where needed.

D. Buildings (reported by Brunner):

1. **SREA Building Service Requests:**
Received three service requests from November 2023 through February 2024. All were addressed and finalized within the week submitted.
2. **Proactive Servicing of Chimney Caps/Collars:**
Early spring weather has allowed Phil Gavinski to accelerate the focus and completion of sanding off rust and repainting of all SREA chimney caps/collars, as well as plumbing boot replacement, as needed.
3. **2024 Roof Replacement:**
SREA Board has approved the replacement of 9 unit roofs in 2024 (two quads 501-504 & 405-408 and one single unit #648. Gardner Company has submitted estimates to SREA - work to begin in late March/early April 2024. Brunner will contact each affected unit owner with a job start-up date. Gardner offers the opportunity for unit owners to insulate during this project as well. Gardner increased the price for reroofing the quad buildings by \$600 (\$38,600 per quad including attached/detached garages) - increased price is good for two years. Brunner will let Gardner know that we may have more roofs in the fall, if funds are available.
4. **Finalizing 2023 Siding Project:**
Ron Benoy Construction - downspout replacement on Unit 6010 to be completed within March 2024.
5. **Gutters:**
Phil Gavinski will check gutters for cleaning. If a unit has “cheap” gutter guards installed by the owner and it requires removal of the guards to effectively clean the gutters, owners will be given the option to either keep the gutter guards but SREA will not continue to clean the gutters OR SREA will remove the gutter guards and continue to clean the gutters each year.

E. Secretary (reported by Vogts):

1. Welcome Packet emailed to two new owners in January (U409) and February (U103). Once we know who the new owner is of U6001, Vogts will email the Welcome Packet to them.
2. Fireplace forms were returned from 28 owners. Many have converted from wood-burning to gas or electric inserts so have been taken off the list. Phil Gavinski will check brick chimneys when on the roofs to see if anything needs to be looked at by a chimney company.
3. “Communication Buddy” - two owners do not know their neighbors so doesn't have someone to forward important electronic communications to them.

F. Treasurer (reported by Joswiak):

1. Review and approve financial reports for December and January were approved by directors over email. Motion was made by Brunner and seconded by Turner to approve the February 2024 financial report; all approved.
2. Garbage/Recycling service change from Waste Management to Columbia County Solid Waste starting April 1, 2024. The containers will be dropped off at a central location and someone else will distribute to owners March 26th - 29th. Vogts will send out a reminder email to all owners regarding the switch out.
3. Joswiak would like to utilize a money market account to hold operating funds so that we can start earning interest on those funds. Board agreed to have him open a money market account with Associated Bank that will earn 4% interest over next twelve months (we may earn up to \$5,000).
4. Alliant Energy has added a “street lighting pole” charge for all Saddle Ridge associations (basically, a maintenance fee for the light poles). They have been asked to review their records to determine if we purchased the light poles when they were installed.

ACTUAL INCOME & EXPENSE BY QUARTER YEAR TO DATE 10/01/2023 - 02/29/2024

REVENUE					
Sum of DEPOSIT	Column Labels				
Row Labels	1	2	3	4	Grand Total
1010	\$ 116,950.00	\$ 77,000.00			\$ 193,950.00
1020	\$ 799.19	\$ 150.00			\$ 949.19
1030	\$ 168.74				\$ 168.74
1034		\$ 459.44			\$ 459.44
1040					
1050					
1060					
1070					
Grand Total	\$ 117,917.93	\$ 77,609.44			\$ 195,527.37

Other Income					
Sum of DEPOSIT	Column Labels				
Row Labels	1	2	3	4	Grand Total
1100					
5010					
Grand Total					

ROUTINE EXPENSE					
Sum of PAYMENT	Column Labels				
Row Labels	1	2	3	4	Grand Total
2100					
2101	\$ 10,577.76	\$ 7,051.84			\$ 17,629.60
2102	\$ 22,255.32	\$ 14,836.88			\$ 37,092.20
2103	\$ 14,123.25				\$ 14,123.25
2104	\$ 20,307.13	\$ 4,613.49			\$ 24,920.62
2105	\$ 14,001.00	\$ 9,334.00			\$ 23,335.00
2106					
2107	\$ 7,500.00	\$ 5,000.00			\$ 12,500.00
2108	\$ 11,228.35	\$ 6,974.01			\$ 18,202.36
2109	\$ 1,655.31	\$ 1,116.74			\$ 2,772.05
2110	\$ 6,479.01	\$ 3,272.50			\$ 9,751.51
2120					
2130					
2140	\$ 99.01	\$ 244.80			\$ 343.81
2150		\$ 40.00			\$ 40.00
2160					
2170	\$ 233.18	\$ 112.30			\$ 345.48
2180	\$ 986.95	\$ 165.23			\$ 1,152.18
2185					
2190					
Grand Total	\$ 109,446.27	\$ 52,761.79			\$ 162,208.06

RESERVE EXPENSE					
Sum of PAYMENT	Column Labels				
Row Labels	1	2	3	4	Grand Total
3010					
3020					
3030					
3040					
3050	\$ 13,200.00				\$ 13,200.00
3060					
3065					
3070					
3080					
3085					
3090					
Grand Total	\$ 13,200.00				\$ 13,200.00

Beg Balance	\$ 147,434.88	\$ 142,706.54			\$ 147,434.88
Income	\$ 117,917.93	\$ 77,609.44	\$ -	\$ -	\$ 195,527.37
Transfers/Sewer	\$ -	\$ -	\$ -	\$ -	\$ -
Total Income	\$ 117,917.93	\$ 77,609.44	\$ -	\$ -	\$ 195,527.37
Routine Expense	\$ 109,446.27	\$ 52,761.79	\$ -	\$ -	\$ 162,208.06
Reserve Expense	\$ 13,200.00	\$ -	\$ -	\$ -	\$ 13,200.00
Total Expense	\$ 122,646.27	\$ 52,761.79	\$ -	\$ -	\$ 175,408.06
End Balance	\$ 142,706.54	\$ 167,554.19			\$ 167,554.19

Budget 2023 - 2024		% of Budget
Maintenance Dues (142 units @ \$275/month)	\$468,600	41%
Insurance Premiums Due	\$45,993	2%
Shared Utilities - Qtrly	\$400	42%
Shared Electric Revenue Court 100	\$840	55%
Interest Income	\$0	
Sewer Hookup Fees - 6 units (see acct 5010)	\$3,500	
Cart Path Donations	\$0	
Miscellaneous Income	\$0	
	\$519,333	38%

Transfer from CD/Money Market		#DIV/0!
Sewer Hookup Fees - 6 units		#DIV/0!
	\$0	#DIV/0!

Portage Utilities Sewer	\$0	0%
Water Expense	\$42,486	41%
Sewer Expense	\$89,923	41%
Insurance Premium Payments	\$56,493	25%
Lawn & Yard Maintenance	\$39,720	63%
Mowing	\$56,003	42%
Tree Replacement	\$2,000	0%
Snow Removal	\$30,000	42%
Garbage & Recycling Pickup	\$42,000	43%
Street Light Expense - Electric	\$7,200	39%
Bldg Repair & Maintenance	\$24,000	41%
Condo Power Washing	\$0	0
Legal Expense	\$6,000	0%
Office/Printing/Telephone	\$1,080	32%
Bookkeeping Services/Audit	\$0	0%
Computer & Internet	\$300	0%
SRE Only Court 100 Street Lights	\$840	41%
Misc. Fees, Taxes, Etc	\$3,600	32%
Non Fee Based or Budget Carryover	\$11,000	0%
Cart Path	\$0	0%
	\$412,645	39%

Emergency Repairs/Maintenance	\$10,000	0%
Roof Replacement	\$101,700	0%
Road/Driveways	\$0	#DIV/0!
Painting	\$0	#DIV/0!
Siding Replacement	\$13,000	102%
Replacement Water - All Assoc.	\$0	#DIV/0!
Replacement Sewer - All Assoc.	\$0	#DIV/0!
Unallocated Funds	\$0	#DIV/0!
Retaining Walls & Netting	\$0	#DIV/0!
Non Fee Based or Budget Carryover	\$9,000	0%
Interest Savings on Reserve	\$0	0
	\$133,700	10%

Income	\$519,333	38%
Expense	\$546,345	32%

V. Old Business

A. Saddle Ridge Water Agreement:

New updated version is out to association presidents and the Utilities Committee for review. Hopefully, the agreement will be finalized by the next Utilities Committee meeting on March 21, 2024. However, we have not received any feedback from Bella Island/Tom Anderson's attorney yet.

B. Any Other Old Business Items:

The "No ATV" signs around Saddle Ridge do not include UTV's. Is that an issue? Board feels "ATV" and "UTV" are basically the same and should be treated the same.

The local snowmobile club has the Clubhouse in Saddle Ridge on their map of places for riders to stop at. Currently, the riders drive along west side of the pine trees before the main entrance (on the former farm driveway) and park their sleds at the far end of the gravel parking across the road from the Clubhouse. If we have not had an issue thus far, we will deal with it when an issue arises. Who is the official owner of the gravel parking lot? Pat Kirk?

VI. New Business

A. TRK Contract:

Our current three-year contract with TRK for lawn mowing, spring/fall lawn clean up, and snow plowing does not include sales tax included in the monthly charge or in addition to the monthly charge. TRK's new accountant is now saying the SREA has to pay sales tax in addition to our monthly charge. TRK didn't mow every week at the end of the mowing season (contract is based on 21 mowings). TRK only completed two of the three fertilizer applications and didn't put up the green snow plowing stakes until early January after the ground had frozen - the stakes are now laying on the ground because they only went into the ground an inch or two. Board members agreed to not pay the additional sales tax but will only pay the contracted monthly payment of \$9,390.

B. Corporate Transparency Act:

Jerome Mercer, attorney for Myer foreclosure, has told us that we have to "register" our board members who "influence" the association. Changes would be made whenever there is a change in the board. Vogts will go to the U.S. Treasury website to take care of it.

C. Any Other New Business Items:

None.

VII. Adjournment

Joswiak made a motion to adjourn. Meeting adjourned at 7:49 pm. Next meeting will be on April 8, 2024.

Submitted by:

Vicki Vogts

SREA Secretary

Approved: April 8, 2024