

## STILWATER POA QUARTERLY MEETING MINUTES

**DATE:** May 12, 2025

**TIME:** 5:00 pm

**PLACE:** Conference Call

**ATTENDEES:** Shannon Bentz – BOD  
Don Swartz – BOD  
Judy Gaudelli – BOD  
Tina Orndorff – BOD  
Kim Burdette – BOD

Linda Ettinger - Owner

Barry Savage – Tripco Property Management

This report states our understanding of the matters discussed and/or status reached/established. Each person receiving a copy of this report is asked to review it promptly and notify the Secretary of any errors or omissions.

**ACTION:**     **A.**     **CALL TO ORDER**

The meeting of the Stilwater POA Board of Directors was called to order at 5:04 PM.

•     **REVIEW OF PREVIOUS MINUTES**

ALL                     The quarterly board meeting minutes from February were reviewed and approved. They will be posted to the website.

Progress meeting minutes from April were distributed to the BOD. No comments were received. Progress meeting minutes were approved.

•     **REPORTS**

- President's Report
  - Thank you to TRIPCO for getting the docks in early as promised.
  - TO has requested a copy of the POA's insurance policy to verify/confirm coverage. It isn't clear and TO will call the agent to clarify. TO also suggested that the BOD review the policy and other providers as an update to the current policy.
  - TO will make sure the dropbox link is available to current board members and will remove access for past members. Currently the POA is

utilizing a personal dropbox account and it is suggested that the POA obtain its own account or another cloud-based storage site such as Google Drive.

- TO reported that the current social media administrator is moving and TO has received links for administrative privileges. The POA will post a request again for a new social media account manager.
- Buffer strip permit cost was confirmed by DS and is within budget. This invoice can be approved accordingly.
- Treasurer's Report
  - Finance review is a little behind, but appears to be on track and on schedule.
  - A small legal fee was processed, which is within budget.
  - The reserve study finances appear to have gotten off track. The BOD will set up a meeting with Accounting to discuss.
  - The treasurer's report was approved.
- Management Report
  - Status of quoted work items were summarized.
    - Golf path stone maintenance (5/12/25: By Memorial Day)
    - Striping (5/12/25: By Memorial Day after gravel work is completed)
    - New downed tree (5/12/25: Obtained revised quote)
    - New street sign.
  - TRIPCO provided an update regarding the Owner Information forms.
  - Violation log
    - Updated to include canoes left on ground
    - Updated for trailer parked in circle
  - Dumpster was discussed. Bulk pick-up email was sent on 5/12. Tripco is looking into new vendors.
  - Spring walk-thru was completed and summarized.
    - Dock installation & associated repairs (completed. Tripco did purchase a second wheel needed for dock removal)
    - Grass/Sandbox repairs due to dock storage (completed)
    - Furniture repairs (completed)
    - Mulching/weeding (completed)
    - Leave/debris clean-up (completed, but needs to be done again)
  - TRIPCO is getting a quote for larger stones (rip rap) in ditches to prevent road erosion.
  - TRIPCO is cleaning the glass of the entry lights this week.
  - West Dock Erosion by Land Design has been approved and will be coordinated thru Tripco.
- Arc Report
  - It is reported that lot #24 submitted plans for Arc review which are approved with the exception of house orientation/alignment. This is still being discussed.
  - The Arc provided legal with a conditional approval response for lot #17 on 5/10/25. It is uncertain if this has been provided to the Owner.

- Arc is following up on landscaping plans for lots #26, #30 & #53.
- The BOD would like to request that the Arc develop a starting list of Arc related rules for consideration. An example would be landscaping requirements.
- It is also requested that the Arc inquire as to the status and progress of construction at lot #14
  
- Nominating Committee Report
  - Nothing to report at this time.
  
- Compliance Committee Report
  - Nothing to report at this time.
  
- Working Group Report
  - Group had a productive kick-off meeting and began discussing all previous questions, concerns and additional items. A second meeting has been scheduled.
  - Due to the amount of effort required to develop a plan for discussion and consideration, the group would like to request permission to develop and distribute a survey to the community. This survey would pose questions to gauge interest and demand regarding PWC's and some of the initial thoughts and help to determine an order of operation. The group chair will develop a draft of the survey to review.
  - Group also proposed hosting an annual shoreline clean-up with the community and suggested doing so after the annual meeting.
  
- Grounds Committee Report
  - JG will head this committee and provide quarterly reports. It is anticipated that the first report would be at the August meeting.
  
- **OLD DISCUSSION ITEMS**

#### TRIPCO

(12-9-24) As the property manager, the POA requested that TRIPCO develop a form or method of collecting/confirming Owner information Annually. This is to include primary contact information & Stilwater information such as boat info, non-motorized vessel info, golf cart info, & rental info. This was "updated" last year with a google form and due to the uncertainty of email distribution, it is unclear if this was fully successful. It was stressed that this information often does change and is often not reported. As such collecting this information is important.

(01-13-25) It was suggested that perhaps the master directory get circulated with a request to reply by a certain date regarding the information.

(02-10-25) TRIPCO will be sending out the same form as last year for collecting updated information.

(03-10-25) TRIPCO sent out the Owner Information forms. A response is due by March 17<sup>th</sup>. 29 responses have been provided online and 3 responses were received by mail. Tripco anticipates sending out a reminder and following up with folks that did not submit.

(04-14-25) 45 responses have been received. TRIPCO was asked to make phone calls to those who have not yet responded.

(05-12-25) 46 responses have been received out of 59 Owners. Tripco did send out several reminders. Tripco is to determine who did not respond and follow-up with those Owners. It was also suggested that the master directory be circulated at the annual meeting and updated/confirmed.

TRIPCO

(12-9-24) It was discussed that the street signs, specifically Glen Acres, is in poor condition. It is believed that this is a private sign and is therefore Stilwater's responsibility. TRIPCO will solicit pricing to have the sign replaced and to make sure the sign is reflective.

(2-10-25) TRIPCO reached out for pricing and has not yet received any information.

(3-10-25) Pricing information has not yet been received.

(4-14-25) TRIPCO quoted \$80 for the new reflective sign and no more than \$125 for Tripco to provide and install the new post and sign.

(5-12-25) Not yet completed.

CLOSED

(01-13-25) The board will review how the newly replaced furniture performed and the condition of the remaining older furniture to determine if and when furniture replacement needs to be considered.

(02-10-25) Tripco reports that the new furniture appears to be holding up well. The condition of older furniture remains unknown at this time.

(03-10-25) The condition of the existing furniture will be reviewed during the spring walk-thru.

(04-14-25) KB documented the condition of all furniture with photographs in an email on 3/12/25. TRIPCO to make repairs to the furniture accordingly.

(05-12-25) Furniture has been repaired.

CLOSED

(04-14-25) It is requested that TRIPCO verify the extent of stone within the quote previously provided and approved. The BOD will discuss any additional areas of stone to be considered for future application.

(5-12-25) TRIPCO confirmed that areas that currently have stone will receive attention. No new areas of stone are considered at this time.

TRIPCO

(04-14-25) A larger tree in the buffer has split and fell. TRIPCO is to first consult an arborist to determine if the tree can be salvaged. Then will consult with DNR regarding the arborist's recommendation. TRIPCO will also obtain quotes for the recommendation allowed and advise the board accordingly. The BOD requested that the small branch that landed on a smaller newer tree be removed immediately. It is also requested that log from the tree be utilized to reinforce the property lines as discussed.

(5-12-25) TRIPCO consulted an arborist who did NOT recommend removing the remainder of the tree (which is still alive) as it poses no threat to safety at this time. It would cost \$1,200 to take it down if requested. TRIPCO received a quote of \$1,025 to clean-up the downed portion of the tree. The quote seemed high compared to tree work completed recently in the community. TRIPCO believes it may be due to access. TRIPCO is to confirm if vacant lot Owners would allow access for this process and if allowed, provide an updated quote.

BOD

(04-14-25) It was questioned why our docks aren't usually installed sooner. Typically, it has to do with the water levels. An idea to provide incentive to complete the task earlier was suggested.

(05-12-25) It was suggested that a date range be provided so that those looking to give notice to pick-up their vessels can be assured that docks would be available.

CLOSED

(04-14-25) TRIPCO was reminded to schedule Bulk pick-up for after Memorial Day. KB will draft an email reminder.

(05-12-25) Email has been sent. It was noticed though that the dumpster is being placed so close to the gate, that access to the enclosure to drop-off bulk items will be difficult. Tripco is to contact vendor.

CLOSED

(04-14-25) TO will revisit the land design scope of work and quote for the west dock erosion. TO will reach back out to Land Design and determine the current status of moving forward with the work.

(05-12-25) An updated quote of \$2,300 was received and approved. It was requested that the work be coordinated with TRIPCO.

BOD

(04-14-25) The BOD is soliciting updated information regarding property management and maintenance for the community, including updated information for our current property manager. Proposals are due May 7<sup>th</sup>. It was determined that quotes for miscellaneous maintenance work are premature ahead of this effort and any such quotes should be postponed. KB will advise anyone who provided such quotes accordingly.

(05-12-25) A tabulation spreadsheet is being compiled for analysis and discussion.

CLOSED

(04-14-25) JG will reach out to MD regarding her kayak inventory report. A kayak was noticed that may have been assigned to a lot that has sold. It was determined that although the racks have space, unclaimed items should be donated at this time.

(05-12-25) A final report was summarized stating that at this time the kayak racks have enough space for the inventory.

- **NEW DISCUSSION ITEMS**

CLOSED

(05-12-25) It was suggested that a Grounds Committee be formed. The intent would be to review the status of trees to proactively schedule trimming and removal to prevent failing/damages, monitor and recommend shoreline plantings/erosion, monitor and report on improvements or maintenance required for front entry, shoreline and common spaces, and can support the Arc with landscaping submissions and tree removal requests. It was commented that this would also help Tripco with updates and upkeep. Quarterly updates were suggested. JG will head the committee and may seek assistance and guidance from anyone else in the community that may be interested.

JG

(05-12-25) Deep Creek has a new Lake Manager. It was suggested that Stilwater meet with her to discuss our cove concerns, such as buoy placements and sandbar. JG will prepare an agenda for the suggested meeting to then be scheduled at a later date.

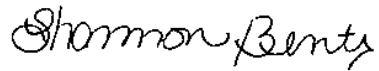
- **NEXT MEETING**

This concludes the quarterly meeting of May 12, 2025. The next quarterly board meeting will be held on August 11, 2025 at 5:00pm via Zoom Conference Call.

The next progress meeting for the BOD will be June 9, 2025.

The meeting adjourned around 6:18 PM.

Reported by,  
**Secretary,**

A handwritten signature in black ink that reads "Shannon R. Bentz". The signature is written in a cursive, flowing style.

Shannon R. Bentz

Distribution: BOD  
Tripco