

**Wilderness Park Home Owners Association**  
**Meeting Minutes**  
**October 12, 2024**

Meeting called to order by Jeff Zabinski at 9:32 a.m.

**Board Present:** Jeff Zabinski, Chris Mann, Jessica Tate, Rob LaFleur, Oscar Ehrnst, Kari Koren, and Brice Grafstrom. **Absent:** Kris Jackson, Tom Hanson

Agenda approved. Motioned by Kari Koren, seconded by Oscar Ehrnst.

**Secretary's Report:** Chris Mann provided minutes from the September, 2024 meeting to board members and attendees. A moment was provided to read through the minutes. Oscar Ehrnst made a motion to approve the meeting minutes; Brice Grafstrom seconded; all in favor, motion carried.

**Treasurer's Report:** Rob LaFleur provided a reconciliation report and advised of account balances as follows:  
US Bank Checking: \$30,779.35  
US Bank Savings: \$129,822.80  
US Bank CD \$20,598.99  
Deposits \$13,641.00

Rob will work with Jessica to get her set up and trained as the new treasurer.

Brice Grafstrom made a motion to approve the meeting minutes; Oscar Ehrnst seconded; all in favor, motion carried.

**Caretaker's Update:** Glen Kastner requested a \$250 check for MN DNR Fisheries and a proof of liability insurance for the aerator. Brice Grafstrom has been in contact with the insurance company to obtain it.

Glen announced that he is on the ballot for the Meadowbrook Township Supervisor. Voting is November 5<sup>th</sup>!

The caretakers are waiting for leaves to fall to do cleanup.

**Board Members Discussion:** None

**Declarations and Collections Committees:** The declarations Committee members are working with an attorney to get advice. The committees next task is the bylaws. Oscar explained the purpose of the declarations and bylaws.

On the subject of collecting dues, the Collections Committee got advice from David Meyer, Attorney at Rinke-Noonan on the process. Oscar Ernst explained there is a draft of a first letter to be sent to all owners with outstanding balances. Clear consequences of not paying dues will be outlined including loss of access to the common areas, key fab deactivation, and a potential lien. A second letter will follow after 60 days of the first for those with continued outstanding balances. This will provide documentation to start the lien process with the attorney if needed. The land owner has the opportunity to rectify the situation. The purpose is NOT to take property, it is to get dues up-to-date. We are forgiving dues more than 3 years past due, per the attorney, because it is the maximum we can go back. This applies to everyone for consistency. The Board vows to follow through. The lien process would also help on property in probate to collect past due dues. Note – the first 2 notifications would be sent through US mail and liens will be done by the attorney through certified mail. The form letters will be posted in future minutes.

Vicki Mattson stated that she believes there is an automatic lien process and suggested we check with attorney. She also stated there should be a \$5 fee added as a late fee. Oscar Ernst said the attorney suggests we start \$5 going forward. We are giving people the opportunity to do a payment plan or pay in full. Because finance fees

have not been disclosed, they will not be added this year and can be discussed with full disclosure next year. The \$5 would be a late fee.

The question was raised as to why there hasn't been more effort in the collection of dues in the past. Board members indicated that they are new and the collection of dues has not happened for 5 years. This board is getting the process started and outstanding dues will be dealt monthly. A request was made for the list of people who owe and the amount owed to be posted. Park members want to see the details. Rob LaFleur will bring a collections report to the next meeting. Delinquent dues were posted in the past in the glass case in the club house. Jessica Tate will add the grand total each month to the treasurer's report and the list will be posted moving forward.

**Activities Committee:** Shannon Marklowitz is looking for volunteers for next Saturday. She has two volunteers. She is also looking for early spring activities and reported the park needs to buy paddles for the kayaks.

**Road Committee:** Jeff Zabinski reported that 7 culverts need to be replaced before winter. When he receives the pricing, he will provide it to the Board.

One bid was received for gravel to be hauled into the park. Approval from the Board is not needed since it has been accounted for in the budget. Since it hasn't rained, the road committee has not able to grade the roads.

The Park is working with Cass County Soil Services because sand from the road washed into the water. The Road Committee needs to drag the sand back out of the water and are working on how to get this taken care of. Wayne is submitting a ticket for 7 locates for power and phone by Mn811 to safely dig.

**Old Business:**

Trees - Wayne Marklowitz reported 15 trees are ready to be replaced at Birch Park but we need rain before they can go into the ground. The permit was supposed to be closed out this fall, but due to the lack of rain, Wayne believes the county will extend the timeframe.

Pool – 40-41 inches of concrete has been cut out around pool deck to properly bond the pool to the current standards. On October 11th, the new 12x12 rebar was installed, it will be tied together today and Monday the electrician will complete that work. Wayne is working on finding a concrete contractor who can complete the project before the freeze. We need approximately 8 yards for pool and 5 yards for the rest. It must be a licensed bonded contractor to pour. The pool should be ready to open by May!

Exterior – The plumbing for the gutter system needs to be pressure tested and inspected. It needed updated fittings.

Interior – A wall needs to be built for the utility area and a door knob put on the front door.

**New Business/Open Forum:**

A new video camera system needs to be installed. The question was raised asking who is working on it. The response was Josh Ostrowski and Keith Monson. Their contact information is being given to Jeff Jordan.

Melissa Ernst thanked the Board members for taking personal time off of work to do the pool and park work. It is noted that Wayne and Glen don't always clock in. She expressed great appreciation for the behind-the-scenes work.

A discussion was had as to the timing of the winter layoff of Wayne Marklowitz and Glen Kastner. This will be held off until work is done.

Oscar Ernst made a motion to adjourn at 10:12 a.m.; Brice Grafstrom seconded; all in favor, meeting adjourned.

Note: There is no meeting in November. The next meeting is December 14<sup>th</sup>, 9:30 a.m. at the clubhouse