

WILDERNESS PARK HOME OWNERS ASSOCIATION

APPROVED

MEETING MINUTES

JANUARY 7, 2017

Meeting called to order at 9:32 a.m. by acting President Brenda Henricks

Board Members in Attendance: Kristi Kalkbrenner, Gina Libbesmeier, Brenda Henricks, Shane Heald, Corky Smith, Mitch Peterson, Char Fischer

Absent: Stephanie Schmidt, Tom Kirchner

SECRETARY'S REPORT:

- Kristi read the minutes taken at the last meeting. Mitch made a motion to approve and Shane 2nd it.

TREASURER'S REPORT: TRACY

- Outstanding we have about \$92,000 in dues. December is a tough month because of the holiday, etc. Tracy wasn't focusing much on past dues as there were other issues going on.
- US Bank statements: We have \$11,782.82 in Eagle Valley which is a savings. We have \$57,763.43 in checking, \$10,078.00 in the savings account.
- Tracy needs approval for the Anchor Bank CD in the amount of \$18,542.25 is coming due, do we want to move the CD to US Bank. Shane stated according to the bylaws the money needs to stay in a separate bank.
- Changing locks was \$316.64 and that invoice should be paid by the park.
- There was a \$4,300 bill from Northfork for snowplowing for 11/19, 11/20 and 11/22.
- The two phones in the clubhouse, one is an emergency phone and the other is in the office. Tracy stated we need to keep both lines. They are two different numbers. Brenda stated that the answering machine in the office needs the message change. The voicemail is supposed to go to TDS.
- PayPal was added to the website so people can pay their dues on-line. We will need to add 3% on the amount because that is what the charge is that we pay through PayPal.
- Tim had bills to approve his mileage for \$224, Menards for the deadbolts for the doors and a 750 millivolt generator.
- All bills were approved.

- An amount of the dues should be going to the savings account and when for this to happen. Should this be set up on a yearly basis? Shane stated we should do a percentage based on that month's collection.
- As of right now, there is a president listed on the December approved meeting minutes. We need to add a signature to the checking account. We will talk to Tom whenever he is ready to do this.
- Aerator paperwork was lost and Tracy called the DNR and the DNR replaced the permit. Tracy sent everything back with the liability insurance, etc that needed to be sent in.
- Silent closure - we got a bill last month for \$35 that they talked to Steph regarding documents, they gave her liability insurance. He stated if we get a title company and go to the county and find out which titles have Southern Educator on them they can do a silent title and if no one responds or rejects we get a clean title. Ballpark of \$1,000 per title to get this fixed. He did state that these are never going to go away and we will never get clear title if we don't do anything on them. Tracy has had four people contacting her for people looking for property. Shane asked for Richard Rush's number regarding lots and Jason did not have the number on it. Don Palinski did call Richard a few times and he did call back and stated we needed to do a quick claim for an attorney to move forward with the lots.
- Tracy put in an excel spreadsheet and went through the county with lot numbers, etc. and found two lots that sold and we weren't notified, they will be sent invoices for dues.
- Kathy Farrell called Steph on 12/19/2016 and stated that she sold her property in October 2015 and Tracy will look in to this to forward the bill on to the new owners.
- Gina asked if we do a yearly audit as stated in the bylaws. It will be brought up at the end of the fiscal year and will be brought up in August.

CARETAKER'S REPORT: TIM

- Aerator lines were plugged with mice that was fixed and started.
- Pilot lights in bathrooms kept blowing out and was without heat for a while.
- Tim did have a report last month, it was not addressed.
- Brenda brought up the fact that he was getting 20 hours a week and Brenda would like to bring him up to 30 hours to take care of the park. Tim stated he had 80 hours in the last two weeks just cleaning up trees. Char made a motion to approve and Corky 2nd it and all approved.
- Water softener leak did not happen. Brenda stated that her husband Don Henricks put the hose outside for it to drain. Gina stated there is no way for saltwater to freeze. The drain is partially plugged in the softener room and couldn't keep up and therefore the hole in the block was done as another means for this to drain successfully.
- Snow blower for Tim needs to be located.

- Homeowners were wondering if they can contact Tim personally to check on their cabins after a storm? This would not be any relation to park duties and the agreement / pay would be between Tim and the homeowner. Tim was okay with his number being given out to those people.

ROAD REPORT:

- Roads are icy we may need to get a plow with a serenaded plow to chop up the ice on the road. Shane asked about the cost, Corky stated it would be the same as when they plow.
- Can we get someone to be a backup snowplow? Would this be okay with Phil? Jesse (a homeowner in the park) here with a quote? Corky believes that we should just let Phil take care of the roads. We will put the quote for Jesse on hold.

BYLAW AND COVENENT

- Colleen will bring this letter to the February meeting.

ACTIVITIES REPORT:

- None.

NEW BUSINESS / OLD UNFINISHED BUSINESS:

- First Responders – Tracy spoke with Shane, Tom and a few others, we all know that it takes a while for emergency vehicles to get to the park. There are a few people who are firefighters, paramedics, etc. within the park. We would like to put a first responders group together to provide oxygen, stop bleeding and carry epi-pens. This group would be responsible to direct ambulances at the gate. Tracey has a call in to the emergency manager. Tracy would need to talk with Cass County regarding the cost of pagers, etc. Tracy stated that there are grants out there to fund this. Do we want to do a fundraiser to donate to the cause, etc. The first step is the board approving it.
- Keys – Tim has a list going for the new keys, etc. Brenda would like the list after the meeting.
- Memorial Options – Kristi spoke with Jay Hart regarding the bench/plaque from ColdSpring Granite that was mentioned at the September meeting. He stated that the deal they were willing to give was to give us employee pricing. He said employee pricing was 15% off. He said a plaque would be \$200 to \$300 and a bench would probably run around \$1500. Brenda stated that the little girl did not live here. The individual who owns the land was upset about the cross and wanted it removed by the spring and was concerned that the bench or plaque would've been here. Brenda called Craig who built the cross and was adamant that the cross is not moving. Char made a motion to approve to not have the bench placed and Gina 2nd it and all in favor. Tracy asked if it was possible to move the cross to the park and plant a tree. Char would like the parents contacted to see if this would be okay as the parents do know where the memorial is.
- Website - Land for sale contacts, clubhouse rental contacts. Brenda has taken a couple of rentals. Who would have the information if there are any rentals, it was stated there was a calendar downstairs. Brenda has a calendar and will keep track of this and run this. Ability to link the calendar to the website?
- New President? Brenda talked to Tom last night and stated he will be at the February meeting. Brenda is here acting as president today, but would prefer to not do it again. Tom is able to come to

the clubhouse for the meetings or office related duties. Brenda asked about park property being returned. The snow blower and computer should be returned to the park. A certified letter from the attorney can be sent to get these items back to protect the park property. Gina made a motion to approve a certified letter from an attorney to send to Stephanie Schmidt to get the snow blower and laptop back, Char 2nd it and all were in favor.

- Newsletter ideas of what to put in it and who is doing this? Char would be interested in getting a newsletter together for March. Instead of a quarterly newsletter we can do a spring and fall newsletter.
- Security Camera update. Shane has nothing on this.
- Handicap bathroom – heater is in the bathroom per Tim.
- Shane requested to have read-only access to QuickBooks and this was approved.

OPEN FORUM:

- An individual came to the meeting and was waiting for the welcome packet. Gina gave this individual a new packet.
- Events will be posted on the website and the newsletter.
- Cleanup weekend is the first weekend in June. This will be clarified in the newsletter.
- A homeowner had asked what it would take to have Stephanie Schmidt removed from the board. It was noted that there would need to be a percentage of people in the park to vote an individual out. They would need roughly 240 signatures on a petition to remove Stephanie from the board.
- Any stipulation on burning piles, they were advised to call the county for burning permits if needed. Burning permits can be purchased at the Leader gas station and through the county website.
- Dues of memberships were read per the statement on the website. An owner has two parcels (3 lots) that are connected and are paying a due and a half. It was discussed at an annual meeting and this needs to be discussed. Brenda proposed getting a committee together to get the due structure figured out this spring. Dan Paul, Wes Green and Char Fischer, Corrine Young will be the due committee to figure out the dues.

Meeting adjourned at 11:06 AM - Next Meeting is February 4, 2017 @ 9:30 am