

WILDERNESS PARK HOMEOWNERS ASSOCIATION

Approved Meeting Minutes

October 7, 2017

PRESENT: Kristi Kalkbrenner, Gina Libbesmeier, Debbie Jordan, Dan Paul, Jeff Zabinski, Brenda Henricks, Mitch Peterson, Vania Agrey

ABSENT: Shane Heald, Mitch Peterson

Meeting called to order at 9:35 am

PRESIDENT REPORT: BRENDA

- Brenda noted that the budget was created this morning and it appears as though things will be very tight this year.

SECRETARY'S REPORT: KRISTI

- September 2017 meeting minutes were read by Kristi, Dan made a motion and Gina 2nd it.

TREASURER REPORT: GINA / TRACY

US Bank: \$68,069.20

US Bank Savings: \$ 10,404.76

Eagle Valley Bank CD: \$11,782.82

US Bank CD: \$20,000

Undeposited Funds: \$798.45 - this has now cleared and is in the checking account.

GRAND TOTAL: \$ 111,055.23

- Brenda, Gina and Tracy got everything switched over at the bank for signatures on the checks.
- Gina has access to QuickBooks as she is the treasurer and has been working with Tracy in this. Gina stated that she looked through QuickBooks. Gina has been taking the checking account and balancing this to the statement in QuickBooks as a check and balance. Every receipt is scanned into QuickBooks and the original is saved in the office.
- Gina ran numbers for the budget for the last four years so we had a good idea of where to budget for this year.
- Jeff approved the treasurer report, Debbie second it.

PARK MANAGER: TRACY

- Tracy received a call from godaddy and they indicated our website was based on an old platform; they gave us a refund and helped us update the website. It is the same address however it is a new webpage. They gave us a deal so the webpage is paid for the next five years saving around \$400.
- Tracy is trying to make things consistent. Tracy created some forms, one is a violation letter stating when the property was inspected and what the violation is, they would have a chance to come to the next board meeting to appeal the letter if they wish. Another form is a clubhouse rental form stating what is included and what is not included, etc. She has also created a new owner form.
- Tracy talked at the last meeting that the keycards need to be updated as we are out growing. People Security came in to do a bid they would install a code for the upstairs door, the front door. There would be 1500 keycards to start but have the ability to go up to 10,000. This system would log when people would be in the clubhouse and pool, etc. This is a system which is cloud stored so this can be accessed wherever. The bid was \$9,505.00. Vicki was going to look into what system they have at work. This was tabled as the budget does not allow this.
- Foreclosures – They are moving along, long process.

- First Responder – insurance is paid. Tracy met with the medical director. Cass County Emergency manager is getting equipment for us so that will not be an issue. Vania stated she has some extra lots and they would be willing to have a helicopter pad on their land if volunteers help clear the lot. This could be a spring cleanup day.
- E-mails and notifications – we currently have 200 e-mails on file, still a lot of e-mail addresses missing. Make sure you have an E911 sign as it is easier to track the owner for storm damage.
- Newsletter is printed and ready to be mailed. The newsletter can also be posted on the website.
- Aerator permit has already been obtained for the winter.
- Mailbox has been purchased. It is a locked mailbox. This will be on Poplar and Eastgate.
- Property on King Richard – Dan looked at it, not much high land. Wittrock's would like to purchase this. We will find out tax assessment and we should probably sell this for the tax assessment amount. Dan made a motion, Vania 2nd it, all in favor.

CARETAKER: BRENDA

- Tim was not present at the meeting as he was out working on cleaning up on Sioux Trail with Don.
- Pool has been closed.
- The back awning should be finished before the snow.
- He has opened up the beaver dam on Briar and it keeps closing. Tim does have a permit for trapping and this should be done.
- Storm cleanup – Sioux Trail and also cleanup from the last storm, volunteers are working on this today.

BYLAWS & COVENANTS: COLLEEN

- Park Cleanup Committee – Tracy is working with the county. Scott at Cass County stated that they do not condemn properties. They are limited on what they can do to enforce. Tracy has left messages with Chapman's and has been told they plan on fixing this up. Brenda found Angie on Facebook and messaged her and has not heard anything back. Angie is not paying her dues so we can look at foreclosure on hers. Tracy stated we need to establish guidelines and consistency with rules to get places cleaned up. The possibilities of fines was brought up and then do the foreclosure process. Colleen will call a meeting so the committee can decide on what the guidelines should be.

ROAD COMMITTEE: DAN PAUL

- BlackBear was done, Phil has been grading the roads and the roads are looking good. We need to continue cutting back the road ditches.
- Phil grades all the main roads, eastgate, arrow, black bear are done. He stated it would take two days to do all roads in the park. Brenda asked Phil what roads were done on the 13 hours on the invoice. We are charged road time to get here as well for grading. Bills need to be approved which included the Northfork bill for Black Bear Dan made a motion, Gina second it, all in favor.
- Brenda – the cul-de-sac on Willow, a couple of campers have been there all summer, it seems as though it may be park property. Pat Bunde did call Brenda and sent a copy of the survey which shows that this is park property. John stated that this was his property and has all pins posted and once brush is cleaned up he will have all pins located. It was discussed a couple of board members will go with John to discuss property lines.

ACTIVITIES:

- Nothing at this time.

OLD BUSINESS:

- Tornado Siren - \$2,200 for the used siren. Working on the budget we would like to table this. Brenda would like to give \$1,500 from the activities committee for this. Would like this by spring but will need to see if it will fit in the budget.
- Tom Kirchner stated at the annual meeting he would like his attorney fees reimbursed. Insurance will not cover this as they stated this was personal. Several board members as well as a member stood up and stated that this is not a park issue. Gina made a motion not to pay attorney fees, Kristi 2nd it, all in favor.

NEW BUSINESS:

- This summer there are several campers that have pulled up and camped in the parking lot, this cannot be done. A member of the park must be the one renting the clubhouse and the responsible member should be at the clubhouse for the event. The rental amount should be increased and timelines should be established. Deposit should be \$100. Numbers will be brought to the next meeting.
- Tim's Hours - this will be tabled at this point. Brenda would like to talk to Tim.
- We will not have a November meeting.

OPEN FORUM:

- New Signs are too close to the corners per Phil, Gina will move these.
- Member asked if culvert is going in on Valley, Dan stated that the culvert would be put in this year yet.
- Vicki recognized Mark Ahrens does a wonderful job with upkeep at the gates. We did give him some money. He did ask for a slow curve sign and Gina will look into this.
- Concerns regarding dues, member concerned about lowering dues. Tracy explained the inconsistency with the old way we were doing things. This was tabled until a future meeting.
- Shane Heald submitted an e-mail stating his intent to resign. Paul Albrecht was the next one up with the most votes from the Annual Meeting. Paul was present at this meeting and accepted this position.

Meeting was adjourned at 11:09 a.m .

Next meeting will be Saturday, December 2, 2017