

**Wilderness Park Homeowners Association**  
**Approved Monthly Meeting Minutes**  
**December 7, 2019**

Meeting called to order by President, Jeff Zabinski at 9:36 a.m.

**Board Present:** Mitch Peterson, Gina Libbesmeier, Jeff Zabinski, Karen Ludwig, Dan Paul, Katie Lewis, Tom Hansen and Robyn Willette

Absent: Paul Albrecht

**Secretary Report:** Karen Ludwig

Meeting minutes from October, 2019 meeting were made available to members. A moment was provided for members to read through them. No alterations were requested. Mitch Peterson made a motion to approve the meeting minutes, Tom Hansen seconded; all in favor.

**Treasurer's Report:** Gina Libbesmeier

**Balances:**

*October Numbers:*

US Bank Checking: \$124,129.27  
US Bank Savings: \$12,247.17  
US Bank CD: \$20,173.87  
First Resource CD: \$11,871.48  
Activities: \$3,160.82

*November Numbers:*

US Bank Checking: \$126,853.08  
US Bank Savings: \$12,247.28  
US Bank CD: \$20,173.87  
First Resource CD: \$11,871.48  
Activities: \$3,160.82

- \$4,500 was received from Factory Home Center for the damages by their driver to the front gate. These funds are being held until plans are made for reconstruction in the Spring.
- An invoice was received from Rardin for \$15,840 to come out of the special assessment funds for cleaning out ditches, etc. The permit for pool for next year was \$520, Nanik was paid \$2,950 for grading, and another \$2,000 to Nanik for road maintenance and plowing in November.
- Garbage service has been put on hold until Spring.
- Gina sent out 99 late notices to individuals who have not yet paid dues. As of November 2<sup>nd</sup>, she informed there are approximately \$40,000 of dues left to collect.

Gina provided reconciliation reports for the months of October and November showing exact debits/credits made for each month.

Mitch Peterson made a motion to approve the treasurer's report, Katie Lewis seconded; all in favor.

**Caretaker's Report:** Tim Brix

This is Tim's last week of work for this year. He was unable to attend the meeting as he received a call that his wife hit a deer on her way to work. It was noted:

- The aerator is installed for the most part. Tim informed he need about 20 more minutes to finish that up.
- There is a wire broken on the snowblower.
- Tim finished painting upstairs of clubhouse. It looks very nice.
- Fireplaces blocked with insulation for the winter the same as they were last year.

- Life jackets are still hanging outside. It was determined that the life jackets remaining outside will be thrown out as they are weathered and it cannot be determined if they would hold up any longer. Dan Paul informed there are many more life jackets in the shed to replace them next Spring that are in much better condition.
- Dan requested someone check on the clubhouse at least twice per week during the winter months to make sure it is staying heated properly, lights are off, outside doors are shut and to report to a board member if anything needs attention. Bobby said he's goes to the clubhouse regularly to shower and would check on things.
- There is a continual issue with the lake door being left ajar. We have discussed installation of some sort of spring so that the door shuts on its own; however, there are concerns regarding elderly or handicapped individuals using this entrance and have difficulty if the door is then difficult to open or stay open so they can pass through. *Not pointing any fingers, but please remind any children if they are hanging out at the clubhouse to pull the lake door shut when they leave.* Thank you!
- The exterior door of the shelter to the bathrooms no longer latches. Jeff Zabinski informed he may have a door to donate as a replacement.
- Bobby agreed to plow clubhouse parking lot again this winter. However, if it snows as much as the weekend of Thanksgiving, he would need assistance.
- Batteries in equipment in the shed should be pulled and placed somewhere warm for winter. Or, in the alternative, battery tenders could be purchased.
- Gina will try to clean clubhouse at least monthly this winter. Katie volunteered to help on the weekends.
- The lawn mower, chainsaws, etc. will be brought in for routine repair/maintenance so we are prepared for Spring.

**Activities:** None to note at this time.

### **Road Committee:**

As referenced in the Treasurer's report above, the we received an invoice from Rardin for the most recent work. It was \$15,840 for ditch clean-up and moving of 66 loads to repair Nottingham and Sherwood Drive.

The remainder of the funds held from the special assessment will be used for gravel in the spring. The road committee received quotes which ranged from \$11.40 per yard - \$20.00 per yard.

Dan Paul informed Rardin didn't follow through with how they estimated the job as they didn't use silk fence or any type of ditch barrier. This could be a problem in the spring. Dan said he spoke to them on the last day and brought this to their attention. The driver replied indicating he was hoping the ground would just freeze and everything would be ok. After much discussion, it was determined the board will address this in writing along with a check for partial payment of \$10,000 of the \$15,840 invoiced as the job was not completed per the bid/estimate. The remainder of the invoice will be paid upon completion or Rardin's remedy of this situation. The letter will note that if silk fence is not installed and erosion occurs, Rardin would be responsible for repair the roads.

Jeff Zabinski informed the new culverts at Southwood and Highland still need to be marked per the directive of the County.

Dan Paul informed he noticed two more culverts that need to be replaced in the spring. (Sherwood Drive - at the dead end and Black Bear Pass)

The moving of the snow the past week was an adventure as the roads were not frozen. The plow could not avoid moving a lot of dirt. Please note, we will do the best we can to keep the park plowed this winter. A major snow storm (as had the weekend after Thanksgiving) can cost about \$2,500 to plow and open up the whole park.

Dan Paul informed he noticed there was approximately 300 feet outside of the Eastgate entrance that wasn't plowed. The park plowed this in the past; however, the townships were no longer willing to pay for this service. Dan called Jim Rice as he knew Jim would make some calls. This section was later plowed. This is brought

up to inform of this issue and to remind people to be careful leaving the park as Meadowbrook and Holmbrook are each plowing one section and hadn't met in the middle, leaving this unsafe section.

Jeff Z. informed this is the last of the park's two-year contract with Nanik. To alleviate any lapse, we need to start getting bids for one company that is willing to grade and plow the park road for the next term. If you know any company interested, please contact a board member to inform.

**Committee (Re: Amendment to Bylaws/Declarations):** Vicky Mattson informed the committee will be meeting after the meeting today. They are focusing first on updating the Bylaws only as there will be the least amount of changes to that one document. They will be working to put together a proposal to submit for review.

### **Old Business:**

Front Gate – As noted above, \$4,500 was received for repair of the gate. As you may have seen, the rock pillars were pushed aside to leave space for the plows. We need to figure out the design of the new gate so that it can be repaired once the frost is out next Spring. We got an estimate from Larry Anderson to replace the gate as it was previously constructed. Vicky Mattson said Steve Schultz did their brick if we need someone for the brick work. If anyone has a connection or access to long poles so they can be placed in the ground rather than on top of the ground it as it was previously constructed, please inform. A member informed maybe we could check into getting a couple electric poles. Mitch Peterson said he can get old railroad ties up to 30' long if no one cares that the posts are black.

Key card system - Karen and Gina met with Heartland Security and received a bid for a new keyed entrance system. This system would come with the capability of 8 keyed doors; however, the quote was for four doors. This would cost \$11,995. This quote seemed acceptable to many. The concern is the cost of the key cards. If each member/owner receives two cards, this would be an additional cost of approximately \$8,000 (for 1,000 cards). Several questions were brought up. Karen will follow-up with Heartland to get answers. We can then give this more consideration. Vicky M. also brought up checking into the sale of the current keyed entry system to supplement the cost.

Dan turned in as many cans as he could. Many of the bags were weighted down with snow or frozen to the ground. We are looking into making a large enclosed trailer so that this wouldn't be an issue in the future.

### **New Business:**

Payment was made to Larry Anderson for replacement of the windows that was approved at the last meeting.

The frost faucet on far end of clubhouse is leaking and needs to be replaced. It appears a spigot on the front of the clubhouse is shut off. Jeff Z. got a bid for this spigot (that is currently unused) to be moved closer to the parking lot so people can get water without running a hose or driving up on the lawn and for replacement of the leaking faucet. Larry Anderson will repair for \$250. Dan Paul made a motion, Katie Lewis seconded it.

Jeff Z. received a listing from Cass County on 21 forfeited lots for sale they will now be marketing for sale. Mitch Peterson made a motion to approve the sale of these lots; Katie Lewis seconded. This approval has never been requested of the park; however, Cass County has implemented some new rules. This must be one of them. Mitch Peterson will call Pat Bundy on Monday to inform the County can market the sale of these lots. Jeff Z. requested Mitch also update the clubhouse address from the old PO Box to the street address.

Dan Paul is the first contact for the post office. The Postmaster requested the park include a second contact. Robyn Willette agreed to serve that role.

Robyn W. informed Gary Waters passed away approximately one week ago. She informed her husband has been asked by the family to help take care his properties and cleaning them up this spring. Robyn is looking for any suggestions or contacts individuals may have that would assist. Probate is undetermined at this time.

Mitch P. made a motion to adjourn the meeting at 10:55 a.m., Tom H., seconded; all in favor.