

Brookhaven Estates Property Owners Association
2022 Annual Meeting
Board of Directors
Minutes of Annual Meeting
Wednesday, April 6, 2022

CALL TO ORDER

President Dan Witter called the meeting to order at 6:32 p.m.

INTRODUCTIONS

Board members present:

Dan Witter, President
Debra Davis, vice president
Sylvia Becker, secretary
Twenty Homeowners present

QUORUM ESTABLISHED

The Brookhaven Estates Property Owners Association successfully established a quorum.

APPROVAL OF PRIOR MEETING MINUTES

Motion by Lance Pliml, seconded by Adam Timmermann, to approve the minutes of the 2021 Annual Property owners meeting of Wednesday, May 25, 2021. Motion carried at 6:38.

FINANCIAL REPORT

Debra Davis read the Treasurer's report:

Current Balance at Woodtrust Bank as of 4/6/2022: \$19,202.61
Checks to be deposited: \$700
Total cash on Hand: \$19,902.61 which includes the Tennis Court Fund
Tennis Court Fund (Long Term Liability): \$7,000.
CD Withdrawal at Maturity: \$3050.32

The proposed budget for 2022: \$7,360

- a. Does not include \$800 of "At Will" dues
- b. Renewed 2022 Director/Officer policy and Liability Premiums in 2021

Action Items:

Decision on what to do with the CD funds (\$3050.32)
Create a savings account and move Tennis Court Fund out of the General Fund
Discuss creating a fund for the playground and Picnic Area

Friendly reminder*

Homeowners should **not** place their dues or any letters in anyone's mailboxes. These can be sent through the mail or hand delivered to the respective members front door.

ARCHITECTURAL/ ENVIRONMENTAL COMMITTEE REPORT

Lance Pliml from the Architectural Committee reported Brookhaven Estates Association spoke on the purpose of the covenants and the balance of private property rights. At this time there is no residential construction. Maintain integrity of neighborhood is key, evolve and change - what makes sense to overall. Generally good compliance. Questions for the committee are minimal other than the occasional question about the protocol of cutting a tree down or informational questions.

Occasionally on construction of garage, border fences not allowed, or allowable dog runs. Most of the rules were put in place to preserve the value of properties. Lance states there is better compliance amongst property-owners and that covenants only work if everyone buys in to the importance of compliance to covenants. There's a process, a sensible approach is best, nothing real pressing, no real problems. Please **do not** use Facebook as mode of communication to communicate with Board.

FIRE WISE REPORT

Julie Pliml Fire-wise Community Coordinator:

Guest Speaker Amy Luebke Penn, Wisconsin DNR. Amy has participated with our community since the beginning. Brookhaven is a recognized Fire-wise national site to reduce wild fire risk. Poster from DNR with Dave Hott was made for outreach.

Amy talked about the various Fire-wise Projects Brookhaven Association has participated in through the years as well as more we may not be aware of. Brush pick up reduces the dead fuel for the fire. A refresher for fire-wise education assists us to be more fire resistant. Safe debris burns, Brush Clean-up on common property, Spring /Fall brush clean up, Boy-Scouts Brush Clean up, Educational Home visits in 2009, 2011 to assist homeowners with their fire-wise projects, 2 years offered the 50/50 Cost shared Fund with value up to \$5,000. Other projects available are Storm clean-up mitigation and "Neighbors helping Neighbors". Brookhaven Association could choose to allocate funds for any of these targeted projects. To date Brookhaven Association Fire-Wise program has received \$31,000 in funds from the DNR. Brookhaven Association started Fire-wise in 2009 to improve and reduce fire risk in subdivision. Brookhaven Estates has 9.6 acres of common property. Encourage homeowners to clear out brush from the common area.

***Spring 2022 Curbside brush pickup is scheduled for the week of May 16, 2022** by K&S Tree Service. Julie Pliml coordinated the application and curbside service.

LANDSCAPE COMMITTEE REPORT

Evelyn Wilson presented the Landscape report:

The boulevards are washing away - eroding. The front two boulevards are ok as are the cul-de-sacs but the others are in bad condition. Evelyn stressed 6 boulevard medians toward the back of Brookhaven Trace require the most attention. The sand/gravel, lack of grass and exposed tree roots are causing problems with water run off and potentially trees dying. A suggestion made was focusing on one or two sections of the boulevard(s) with the most need and allocate \$1,000 annually on mitigation solutions.

As a reminder, Rapids Landscaping fertilize twice a year - Spring Green does only boulevards. It seems every year the snow plows front end loader scrape away much of the grass in spots basically leaving only bare sand. Discussion followed with possible solutions, ie. Remove existing sand/gravel bring in black dirt, grass seed, have designated homeowners water section near their homes, add ground cover, or mulch. \$1,100 was the estimate to reseed. There is no guarantee the grass will grow since there isn't irrigation. We can hope for rain but we would have to take our chances that the grass will take. Another option is for homeowners to adopt a section of the median nearest them, reseeding, watering and caring for the grass while it takes hold. Evelyn asked for suggestions or thoughts.

Deb Davis said many hands make light work. Have homeowners gather their shovels, trailers and let's try working on one or two boulevards at a time. Set aside \$300- \$400 to try. Tim Huebner mentioned ground cover, periwinkle, seeds. There was a sprinkler system by the beds in front of his house in the past but no longer functioning. Without a water source he's concerned the grass seeds

are not a viable solution. Marc Thompson agreed the soil is in poor condition. Highway mix of grass seed seems most tolerant. Evelyn Wilson last year put down 6 pieces of sod and watered every other day and it still did not take hold. Lance Pliml made a motion to dedicate \$1,000 towards boulevard project second by Adam Timmermann, motion passed.

TENNIS/BASKETBALL COURTS/ PLAYGROUND AREA COMMITTEE REPORT:

Sylvia Becker presented the report. The new lighting is working well. The tennis court surface is in moderate condition. We are keeping an eye on surface cracks and peeling. The courts used as a dog run this past summer left controversy with allowing animals on the courts. Dog excrement was left behind on the courts. Because children were also using the courts a health concern was evident. On several occasions we asked pet owners to be mindful of their pets due to the current surface peeling of the courts and health/safety concerns. A no dog sign was installed. We received a letter from homeowner: Sylvia read letter, to paraphrase it was stating they enjoy playing tennis and often with their dog who serves as ball boy. They were disappointed that an incident of irresponsibility would ruin access for others. Their solutions offered was to donate signage to please pick up after use of courts. Discussion was opened, Susan Andrews wants the tennis basketball courts to be used as initially intended; not for dogs. Emma Vargo works with Vet medicine said tennis courts are a porous surface and can harbor diseases such as intestinal parasites by animals. She is opposed to having dogs on courts. A common sentiment was signs are not as effective in assuring people pick up after their dogs. John Gethers suggested one of the common areas behind the playground be designated as a dog park. Perhaps ask for donation towards a dog park. Evelyn Wilson mentioned most dog owners have underground invisible fencing that allows their dogs to run safely on their own homeowners property. Due to the wear and tear along with the health/safety concerns Dave Hott made a motion to exclude dogs on the Tennis/Basketball courts, a second by Adam Timmermann. A vote was taken and motion passed. The question was asked what recourse does the board have if someone breaks the policy? Lance Pliml reminded all that it's important to have respect for the covenants and policies. There must be a level of buy-in to assure respect for common areas and harmony amongst the community.

The tennis/basketball court gate on occasion is still being left open. Please remind family and guests to close the gate behind them since deer/wild animals have been found trapped inside. One suggestion was to have an automatic self closing attachment added to the gate. Adam Timmermann made a motion to have self closing latches installed on both gates, Evelyn Wilson second the motion. A vote was taken and motion carried.

Playground Area: Matt Ironside is new Playground/Picnic area Committee contact person.

The playground area needs attention. Sylvia Becker contacted Wolosek (spoke with Jane). The retail price for wood chips: self pick-up is \$33.00 a yard. Dimensions are needed to determine cost. Delivery is between \$50-\$60. We need to decide if homeowners can coordinate to prep area plus lay down new mulch or get a quote to have it done. Lance will contact Kim Griffin local rep. at Alliant Energy (Wood County Solar Project) if there is still free mulch through the Savion Solar Project. The Playground area has 5 distinct sections. Some of the play area wood beams are rotting &/or need to be stained. Playground Committee (Matthew Ironside, Trina Barnett, Amanda Lowery, Sylvia Becker) will meet to discuss action plan. Funds will be divided between Tennis /Basketball court and Playground /Picnic area.

UNFINISHED BUSINESS

CD was closed due to low interest value of \$10 after so many years plus the extra work associated with administrative duties. The other issue was not being able to access the funds if needed.

Question asked if CD funds were set aside initially for tennis courts. It was determined the intention was for allocating towards tennis courts resurfacing. The decision was made by the board to cash in the CD funds and place in checking.

Old covenants are renewed every 15 years. Next date the change to covenant could occur is 2035. Original covenants remain the official working document. Important to clarify language and keep date ever present - 3 years prior to 2035 (2032). Start now to put reminder safeguards in place.

8. NEW BUSINESS:

Dave Hott brought up the safety concern of school buses, cars pull out and cars are waiting with kids, he observed twice kids almost got hit by cars near Woodhaven. **Please don't block intersection and keep a watchful eye for kids.** Please wait for bus and don't sit in the middle of the median. The bus company will be alerted as will the police. Let's keep our children and neighborhood safe.

ELECTION OF THE BOARD:

President Witter read the nominees for new board officers. Mail in ballots were sent to property owners and four ballots were returned - Lance made motion to accept the existing board members for another term. Seconded by Dave Hott. motion passed.

Dan Witter was nominated as President
Debra Davis was nominated as Vice President
Sylvia Becker was nominated as Secretary
Kristine Gethers was nominated as Treasurer

Open discussion on how to disperse funds between playground area, tennis court/basketball area and boulevards. The estimated cost to resurface the tennis court area is about \$6,000. Lance made a motion to set aside \$1,500 towards Tennis/basketball funds, \$1,500 for playground area second by Adam Timmermann. Vote was taken and motion approved.

The board meeting adjourned at 7:51 p.m.
These minutes were approved by the Board of Directors.

Respectfully submitted,
R. Sylvia Becker, Secretary, Brookhaven Estates

April 18, 2022