

Ridgedale Condominium Association

Annual Members' Meeting Minutes

January 19, 2026, 6:00 PM CST
Ridgedale Condo Community Room

I. Call to Order The meeting was called to order by Rob Pfauth at 6:02pm. It was determined a quorum was present.

II. Minutes of previous annual meetings, which were held on February 24, 2025, and April 7, 2025, due to scheduling issues and the absence of the management company representative at the first meeting. A motion was made by Gary Schuyler and seconded by Merle Pamperin to dispense with the reading and approve the minutes from both meetings. The motion passed unanimously.

III. President's Report – Key accomplishments from the past year were reviewed, including a new master key system. **New owners and those wishing to change locks must use the designated locksmith (Al's Locksmith, 262-305-6953) to remain in the system.**

Spruce and crabapple trees were treated for blight; treatments will continue for several years. Property maintenance projects were completed including driveway reflectors and signage, mulching and lawn care, dryer vent cleaning, window washing, and installation of sheet metal caps on rear brick posts to prevent moisture damage. We resolved ongoing elevator issues by engaging a new, more reliable elevator company. We replaced failed hot water boilers and repaired gas line leaks discovered during the process. New exterior light posts were installed, stairwell lighting, and repaired uneven sidewalks through mud jacking to reduce trip hazards.

Property management update includes the transition from Sentry Management to RSM Property Management & Realty of Kewaskum, a local company expected to provide better service.

A 102-unit assisted living facility is planned on the parcel southeast of our property. Construction is expected to last 1–1.5 years.

Resident and occupancy changes were reviewed. There are currently four vacant units: 1108, 1112, 1302, and 1307, with hopes that spring will bring new buyers and neighbors.

Rob also asked that anyone wishing to communicate building or association related issues and concerns should contact either him, another board member, or the management company directly and not Patti Sander.

Overall, the past year we focused on improving security, resolving major maintenance issues, upgrading infrastructure, and transitioning to more attentive property management.

IV. Treasurer's Report – Due to the management company transition, no year-end financial report is available at this time. As of the 12/2025 board meeting we had assets totaling \$96,321.69 and liabilities in the amount of \$8,485.05.

V. Introduction of New Property Manager – Rob Pfauth introduced Dirk Brandt of RSM Property Management & Realty, the association's new property management company. Dirk shared his background, noting 32 years in the Army and 17 years of experience in condo living and management, including serving as a condo association president. RSM is a small, local company, not a national firm, and intentionally limits growth to ensure quality service. They declined acquisition offers and regularly turn away new clients if service standards can't be met. RSM is not an on-site management company, so residents must report issues via phone, email, or the portal. Dirk emphasized full financial transparency, with residents welcome to review HOA records in person at their office.

Presentation of AppFolio online portal Dirk Brandt explained the AppFolio online portal, which residents can use to pay condo fees, view balances, and manage payments. Fees can also be paid in person, by mail to the Kewaskum P.O. Box, or through bank bill pay. The board has approved a grace period while residents transition to the system. The portal provides access to shared documents such as governing documents, bylaws, meeting minutes, and the master insurance policy. Residents can submit maintenance requests or general inquiries, creating a documented record, and request architectural reviews for unit changes, which are sent to the board for approval. Special assessments must be paid in full through the portal. AppFolio charges a \$2.49 processing fee. Residents were encouraged to use the portal, and Dirk offered to answer individual questions after the meeting.

VI. Board Election

Current board members continuing:

- Mike Nagel – 1 year remaining
- Rob Pfauth – 2 years remaining
- Gary Schuyler – 1 year remaining

Current board members stepping down:

- Dave Hansen
- Merle Pamperin

The Board of Directors consists of five members. Two vacancies are to be filled, each to serve a 3-year term. Two candidates were nominated. Lynn Zickert (Unit 1210) expressed interest in learning more about the community and helping out, highlighting strengths in budgeting and organization. Kathy Koch (Unit 1104) has prior condo board experience and works full-time as a librarian. 23 ballots were cast (including three proxies). Kathy Koch and Lynn Zickert were unanimously elected to the Board of Directors. The board welcomed the new members and again thanked the retiring directors.

VII. Proposed Development at 264 N. Pike Lake Drive – There was discussion and a vote to determine whether or not to grant easements to the proposed assisted living project next door. 27 votes were cast, including 6 ballots submitted by proxy or delivered in advance of the meeting. The outcome was as follows:

- 0 in favor of the east (wetland side) easement only
- 3 in favor of the west (Hilldale Drive side) easement only
- 3 in favor of both east and west side easements
- 20 opposed to the granting of any easement
- 1 abstention (possibly unintended)

The Hartford City Engineer informed us that, as long as the developer's on-site stormwater sewer(s) remain within the bounds of their lot, no easement from the Ridgedale Condominiums Association is required to discharge stormwater into the shared detention basin that straddles the property line between our two parcels.

On a separate note, the developer at one point had talked about the possibility of building a covered walkway connecting the main entries of the two buildings. Although some of our residents expressed interest in this possibility, it was decided to shelve the question for now.

VIII. Other Business – Owners should have received a copy of the final budget for 2026 with the mailing for this meeting. An updated financial statement will be made available to owners within the next month or so. Potential future improvement projects for the near term include asphalt repairs/replacement as portions of the drives are deteriorating, especially near the driveway bottom. Quotes range from ~\$8k–\$20k for patching/sealcoating up to ~\$70k for full replacement. New estimates will be sought since costs have no doubt escalated since then.

The front property sign is worn and dated. Replacing it is proposed to improve curb appeal, with quotes already obtained.

Longer range projects to consider include roof replacement, possibly vinyl siding, water softeners, HVAC for common areas, and interior furniture/finishes. Our overall goal is to balance costs with benefits to keep the building attractive, support unit sales, and avoid a tired appearance.

These matters will all be reviewed and considered by the new BoD.

Resident safety & security will continue to be addressed by the committee formed last year.

There is a recurring security issue with exterior doors being left ajar, including the front door latch and stairwell exit doors. **Residents are reminded to flip the front door latch back down after getting their mail and to ensure stairwell doors fully close behind them.** Even one unsecured door can allow unauthorized entry, so everyone must check that doors are properly closed for the safety and security of all.

Security Camera Implementation: A consultant is needed to determine the ideal number, placement, and data management.

Fire Drill Planning: Representatives of the fire and police departments came in to do a question and answer session last year. One of their suggestions, in addition to the security cameras, was to conduct a fire drill. It will be carried out as though it were an actual fire so there will be alarms and fire trucks and it will be unannounced. Plan on a fire drill sometime in the spring.

Need for residents to notify BoD & neighbors before shutting off water: We have a very arcane plumbing system with valves above the ceiling in the first floor hallway that need to be shut to turn off water to the unit being worked on. In so doing, hot water to six units is interrupted, a stack of 3 each side. If you know you're going to have plumbing work done, please notify a board member or the management company and the neighbors above and below you on both sides of the hall.

Recycling contamination and attendant penalties: There is a recurring problem with improper items being placed in the recycling dumpster, which results in \$25 fines each time. Items like foam containers, electronics (e.g., TVs, computers, mini-fridges), and furniture are not allowed. **Residents are reminded to follow the clearly posted recycling rules: bottles, cans, properly marked plastics and paper only. No plastic bags!** If unsure, items should go in the trash to avoid fines and unpleasant clean-up for others.

IX. Adjournment – The meeting was adjourned by Rob Pfauth at 7:29 pm.