River Birch Place
Condominium Association Homeowner's Meeting
November 4, 2025 7:00 pm via Teams

In attendance:

- Liz Staehler and Rich Kremer (Unit 1)
- David Dicks and Sue McKenzie (Unit 2)
- Joel and Sylvia Fishman (Unit 4)
- Kent Smith and Ellen Ritter (Unit 5)
- David and Sue Boerke (Unit 6)
- Rick and Lynn Conn (Unit 10)
- Paul and Lora Reinholz (Unit 11)
- Clem and Nancy Stoeckl (Unit 13)
- Lisa Ferber, Wave Management

Absent:

- David Neel and Tracey Andrus (Unit 3)
- Bob and Jill Youman (Unit 7)
- Sandra Osborne (Unit 8)
- Gary Maradik and Georgia Junkunc (Unit 9)
- Dan Janssen and Hannah Buechler (Unit 12)

1. **Welcome/Introductions:**

   - The meeting was called to order at 7:01 pm
   - Lora welcomed our new neighbors Bob and Jill Youman in Unit 7 who were not present
   - Lora provided a quick overview of the agenda

2. **Approval of October 8, 2024 Meeting Minutes:**

   - Kent Smith made motion to approve the minutes from the March 19th, 2025, association meeting. Dave Boerke 2nd the motion. Meeting minutes were approved.

3. **Treasurer Report:**

   - Kent Smith, Treasurer, reported that the RBP Condominium Owners Association has a healthy balance, and we are tracking to the planned budget.
   - Available balance in checking as of October 31, 2025 is $36,106.

4. **Management Services:**

   - Lisa Ferber reminded everyone that Wave Management, Inc. is there to help answer any questions or address any issues that may arise.
   - We will be updating the Contact List. Please let Lisa know if there are any changes in your contact information.
   - Wave Management will be increasing monthly fee Jan 1st, 2026, by $5 per unit per month.

5. **Condominium Insurance 2025-2026:**

   - Lora indicated that insurance premiums are up all around
   - Mid-States insurance obtained quotes from Erie and Travelers Insurance
   - BOD selected the Erie Insurance quote. Total premium due $17,624
   - The deductible for hail damage is 2%, to be paid by the unit owner
   - Lisa will send out notifications of insurance premiums due in the next week
   - Joel raised a question about including roof repair/maintenance into Condo fees. (note: Per RBP Declaration ARTICLE VIII, exterior unit maintenance is the responsibility of the unit owner.)

6. **Board of Directors:**

   - The current Board of Directors:
     - President – Lora Reinholz
     - Vice President – **OPEN**
     - Treasurer – Kent Smith
     - Secretary – **OPEN**

    - Member-At-Large – Rich Kremer
- Landscaping Coordinator – Paul Reinholz (LaLonde Project/Tree and Landscape Maintenance)
- Lora asked if anyone is interested in filling any open BOD positions. Rick Conn volunteered for the VP role. Unit members approved. ***Thank you, Rick!***

7. Architectural Control Board (ACB):

- Currently there are no open ACB requests.
- Reminder: ACB approval is needed for landscaping and exterior improvements or alterations.
- Send ACB requests to Lisa identifying the scope of work, including pictures and drawings.
- If anyone is interested in serving on the ACB, please let the BOD know.

8. Neighborhood Updates:

- City of Mequon replaced two trees along the north side of River Birch Place Dr west of the pond.
- The LaLonde property fence is going up along the west side of RBP
- Lora reached out to Kim Tollefson (Mequon Director of Planning & Development) on 10/31 regarding the installation of the LaLonde fence. Kim has not yet provided an update.
- Unit owners on the west noted gaps in the fencing and how the fence was installed to follow the grading. Concerned unit owners should reach out to Kim Tollefson at the City of Mequon.

9. RBP Condo Documents:

- John Gallo (attorney) was hired to review RBP Declaration, By-laws and Tree Easement documents.
- BOD needs to further review Gallo's interpretation and impact on RBP responsibilities.
- The attorney's response will be sent to all Unit owners for their review.

10. LaLonde Restoration Project:

- Paul reported that RBP received an updated quote from LaRosa for the landscaping restoration work along the north property line by the retaining wall.
- Given the $7,500 LaLonde settlement received in 2024 and updated quote of over $10,500, unit owners agreed that lower cost alternatives should be considered.
- The quote was based on the landscape plan provided by LaRosa for restoration.
- Paul will meet with Kent Smith and Dave Boerke then present alternative plans and bids to the BOD by March 2026.

11. Condo Association Service Contractors:

- No major issues with contractors identified.
- The MulchGuys (lawn mowing and snow removal) are under new ownership.
- MulchGuys contract runs through March 2027. Same with American Landscaping (fertilization). Need to look at other bids by EOY 2026.
- Lora raised concern with increased clover and other weeds. Please email Lisa Ferber with any specific concerns so she can contact American Landscaping.
- Dave Boerke commented that the pond looks healthy. The annual treatments and color dying of the pond is good.
- Pond recertification is required by the DNR is every 5 years. A portion of quarterly dues are budgeted for pond recertification. We are a couple years out until next recertification is required. In the past we have used North Shore Engineering.

12. New Business:

- A birch tree along north River Birch Dr that came down in August storm needs to be removed. Lisa will reach out for bids.
- Paul asked owners about the timing to have the front entry way lit. Currently goes on at dusk and off at 2AM. Paul suggested this be changed to dusk to dawn. Owners agreed. Lisa will reach out to the lighting company.

13. Next meeting:

- Next meeting date will be set for no later than mid-March 2026 so the annual budget can be reviewed and any fee changes discussed.

14. Adjournment:

- Paul Reinholz made a motion to adjourn the meeting. Dave Boerke 2nd the motion. Meeting adjourned at 8:00 pm.