

**NORTHTOWN HOMEOWNERS' ASSOCIATION, INC.**

**BOARD OF DIRECTORS OPEN MEETING MINUTES**

**Tuesday April 14, 2026 – 6:30 PM**

Call to Order: 6:30 PM

**Pledge of Allegiance**

**Sheila stated meeting protocol.**

**Roll Call:** Sheila Ruling, President, Jeannie King, VP, Linda Barvitz, Treas. Frank Vance, Emmy Morales and Sharla Cook, Osselaer Management Group

**Approval of Minutes:** March 10, 2026 – Linda Motioned to approve, Frank 2<sup>nd</sup> the motion, motion approved, motion carried.

**Reports:**

**President:**

The pool deck project has been completed.

Ramsey Power Corp. Electrical, Sheila stated all lights are working at the pool and clubhouse. There is a light on the front of the clubhouse that tends to strobe due to either the light of the moon or neighboring lights that are bright. Once it becomes darker the strobing will stop. Nora and Sheila walked around the grounds to ensure all lights worked properly.

The string lights are attached to a GFI which is located on top of the cabana that the electrician located and was able to reset it. The timer in the pump room had been set wrong by someone, which had them coming on in the AM and not coming on at night. This has been corrected.

The Board asks that no one should be messing with the timers without first talking to the Board President, Sheila or the Community Manager, Sharla.

Sheila spent several hours cleaning out the pool equipment room. There were old paint cans, old equipment manuals, odds and ends and trash that were removed. There are old tools and broken tools that Sheila and Jay will sort through and discard what is no longer serving a purpose.

**IMPORTANT** – The Board is asking for homeowners to consider supporting your community by becoming a Board Member at the next Annual Meeting. At the Annual Meeting, if no homeowners step forward to be 1 of 7 members, the number of remaining members will be only 2 Board Members. This is not an ideal situation for any Board of a community the size of Northtown. The commitment to being a Board Member is less than a few hours a month. This group is a vital part of managing the day-to-day business of Northtown. Please consider becoming a member!!

**Annual Members Meeting - April 22, 2026 - 6:30 PM**

Board members – please have your annual summary ready to present to the community members.

**Amendment Update:**

Naomi reported: Homeowner, Sandy Lenny has done a fantastic job of going door to door and will continue with calling out of town homeowners. Naomi suggested that the Board extend the deadline to be reviewed at the monthly Board Meetings. Frank questioned whether the CCR's would allow the total amount needed to pass could be reduced by resending the ballot, it cannot. Sheila motioned extending the deadline monthly to be reviewed at the next Board meeting. Jeannie seconded the motion; the motion is approved and motion carried.

3<sup>rd</sup> Amendment is 11 votes short

4<sup>th</sup> Amendment is 49 votes short

**Vice President:**

Jeannie reported that the grant for assistance with the pool deck repairs has been submitted now that this project has been completed and paid for.

Jeannie will be retiring in May and has rented the clubhouse out for May 23, 2026, for a celebration with a band and dancing. The community is invited to attend. There will be more information in the upcoming newsletter.

**Secretary:**

6 Homes are for sale. Linda reported that Jeannie has new renters and renter information has been turned in.

**Treasurer – Financials:**

Taxes have been filed: IRS - \$1633.00 State Tax - \$285.00

May 4, 2026, CD withdraw \$20,410 and Renewal by May 16, 2026, and will be advised by Keith Sheuler, Osselaer Management Controller will determine where the balance will be applied on the operating account.

**ACC:**

Emmy reported the latest violations:

**Weeds:**

Courtesy – 6

\$50.00 Fine – 1

\$75.00 Fine – 1

\$100.00 Fine – 2

\$50.00 Fine – Trim bushes

**Paint/repair hot water heater door:**

Courtesy – 2

**Repair Siding:**

Courtesy – 1

**Roads and Grounds – paving bids:**

Pinnacle Paving - \$115,900.00

Asphalt Restoration - \$144,573.53

American Asphalt Paving - \$127,644.00

Frank stated the contractor of choice will work with the city to acquire the permit needed for the area closest to Cave Creek Road. The price could range from \$400.00 to \$2000.00.

Frank motioned provisional based on the vote of the members, to award the contract to Pinnacle Paving due to the solid relationship that has been built with them, to include the unknown permit cost, which the funds will come from the Road Reserve account. Motion was seconded by Jeannie; Motion approved by all Board members, and motion carried.

A question was raised by a homeowner; would the cost be reduced if the price of oil goes down if the war ends? The answer is no due to the estimate was given prior to the war and the contractor is honoring that price. The timeline for this project to begin, hopefully before

summer. This will be determined based on the permit process with the city. The paving project will not interfere with the sidewalk ramp grant.

**Osselaer Management Group:**

Sharla has offered to work with the Board to gain names of perspective Board members for the upcoming annual meeting. She will be reaching out to these homeowners to inquire if they would be interested in running for a Board position.

**Comments, Questions:**

There was discussion to forgo a Board meeting over the summer months. This will be revisited at the Members meeting.

The city has been notified about the encampment at the end of Waltann and the large tree that needs to be cut back. The city will be removing the debris and trimming back the overgrown tree next week.

Bulk trash will be picked up this coming weekend.

The community garage sale is this coming weekend, Friday, Saturday and Sunday. No tables from the clubhouse will be available to use for the garage sale.

Homeowners said that there is always business to discuss and do not think the monthly meetings should be missed.

Meeting adjourned at 7:15 PM

Minutes submitted by:

Sharla Cook

Community Manager

4/15/2026