

MINUTES

ANNUAL MEETING OF THE ARLINGTON WOODS

PROPERTY OWNERS' ASSOCIATION

January 20, 1983

President Jim Fentress called the meeting to order . Minutes of the last meeting were read and approved.

Treasurer, Shirley Miller, gave the Treasurer's Report (copy attached). She also reported that the billing for Artesian has become a problem and that she would recommend that the Association discontinue billing for those homeowners who have service agreements with Artesian. Artesian is willing to do the billing themselves, and the only change that would result would be that the 10% discount on supplies would no longer apply. Sandy Rowlands moved that the Association turn the billing procedure over to Artesian; Chuck George seconded and the motion passed. Discussion ensued regarding the quality of service provided by Artesian and Irma Buron recommended Hagen of Findlay as a reliable firm to provide the same service as Artesian.

Shirley Miller also reported that she had been contacted by Joe Vedra of MidAm Bank regarding the fact that the bank is no longer managing the Development Corporation. The bank is in the process of foreclosing on the Development Corporation and will not be spending any more money for anything in Arlington Woods.

Following discussion of the possibility of acquiring cable television service, Marsha Frisbie reported that Gil would be willing to investigate the possibility of a TV dish for the development. Several members expressed interest.

Other items of old business included a discussion of a playground for children and the desirability of different locations. Roy Clark and John Kretzshman agreed to investigate this matter further. Members also discussed the possibility of establishing a storage area for recreational vehicles. The records of past board meetings indicated that this matter has been discussed and dropped due to lack of funds. Members agreed that restrictions regarding storing such vehicles on owners' private lots should be removed since the Association is not able to provide an alternative location at this time.

Items of new business included the following:

Following discussion of spring clean-up and the difficulty encountered in trying to entice members into participating in a group effort, Jack Miller moved that the grounds maintenance fee be raised by \$1.00 per month. He also moved that we hire Sandy George's church group to do the spring clean-up for us for a fee not to exceed \$200.00. Roy Clark seconded the motion, and it passed.

Maurie Sevigny moved that we also designate \$100.00 for a fall clean-up by a youth-type organization. Jack Miller seconded, and the motion passed.

Members discussed the need for trimming trees and brush especially at corners of the roadway. A few individuals expressed willingness to do this type of work themselves. Following discussion of speeders members suggested that the new Board of Directors investigate the possibility of installing some "tasteful" speed limit signs. Members also expressed a need for filling the cracks and holes in the roadway.

Several members expressed concern over the trapping and target shooting that is occurring in both sections of the woods. It was generally agreed that all property should be posted and an announcement be put in the newspaper to that effect. Tom Snyder moved that this be done, that all homeowners be notified in writing; Shirley Miller seconded and the motion passed.

Members discussed the desirability of having some sand dumped in the north pond but no definite action was taken on this matter.

Shirley Miller announced that Lot #32 has \$268.22 due in back fees. Chuck George moved that a lien be put on that lot; John Kretzshmar seconded, and the motion passed.

Members discussed the fact that a fairly large amount of Association money is in a savings account and that possibly more advantageous arrangements could be made for that money. The new Board of Directors is to investigate this matter and report to the members.

Discussion on the condition of the lawn mower and its life expectancy resulted in no action being taken.

Nominations were accepted for the new Board of Directors positions. The following individuals were nominated :

Roy Clark
John Kretzshmar
Roger Rufener
Sandy George
Irma Buron
Marsha Frisbie

Sandy Rowlands moved that these six persons be accepted; Tom Snyder seconded, and the motion passed.

The meeting adjourned at approximately 10:00 p.m.

TREASURER REPORT OF AWPOA
1982

INCOME:

Checking account - Homeowners Fees	\$12,355.84
Savings - Lot sale and Interest	732.31

EXPENSE:

Ground Maintenance	\$ 1,581.41
Electric	450.41
Trash	1,423.00
Artesian	8,056.82
Insurance	83.00
Post Office Box	5.00
Bank Charges	16.24
Envelopes and Copy Shop	35.68
Attorney Fees	60.11
Treasurer Fees	222.00
Total	<u>\$11,933.67</u>

Balance in checking account as of 1/20/83	\$ 427.47
Balance in savings as of 1/20/83	4,761.53

Respectfully submitted,

Shirley J. Miller
Shirley Miller, Treas.

MINUTES

ARLINGTON WOODS PROPERTY OWNERS' ASSOCIATION

BOARD OF DIRECTORS MEETING

January 20, 1983

Present: Buron, Clark, Frisbie, George, Kretshmar, Rufener

An election of officers was held with the following results:

President	John Kretzshmar
Vice President	Roy Clark
Secretary	Marsha Frisbie
Treasurer	Roger Rufener
At-Large	Sandy George, Irma Buron

A discussion was held regarding the collection of past due fees. It was agreed that the Association should collect fees for Artesian through December 31 and turn the billing over to them as of January 1, 1983. Homeowners who are delinquent in their fee payments will be notified that legal action may be taken to collect any outstanding amounts. A letter will be sent to all homeowners requesting that they bring their accounts up to date as soon as possible.

It was agreed that the Board of Directors will need to approve the plans for the new home due to be constructed on Lot #23.

Roy Clark agreed to check into the possibility of getting the brush in the back field cut down.

A discussion was held regarding the responsibility for mowing the entrance and Roy, Chuck, and Roger agreed to share the responsibility for that work.

The next meeting will be Friday February 18, 1983 at 7:30 p.m. at the Kretzshmar residence.

MINUTES

ARLINGTON WOODS PROPERTY OWNERS' ASSOCIATION

BOARD OF DIRECTORS MEETING

March 25, 1983

Present: Buron, Clark, Frisbie, Kretzschmar, Rufener

President, John Kretzschmar, called the meeting to order.

Members discussed the following subjects:

1. Marsha moved and Irma seconded a motion to present Thelma Amos with a \$25.00 check and card expressing our appreciation for her excellent service in delivering the Toledo Blade.
2. Roger reported that the Association savings account as of March 25 is \$4,993.72 and the checking account balance as of March 25 is \$1,850.00. Board members authorized Roger to investigate the possibility of transferring the savings account to some type of account that would earn a higher rate of interest.
3. Roger agreed to talk with the Association's attorney regarding the filing of a lien against the Development Corporation for Grounds Maintenance and General Fund charges on unsold lots.
4. Roger also will talk with Mr. Middleton about filing a lien on Lot #32. At this time, \$305.77 is owed to the Association.
5. Other past due accounts were discussed and it was agreed that if personal contact with the individuals does not result in payment, the Association will take the matter to small claims court.
6. Roger reported he has received a contract from Lawn Specialists for lawn care at the entrance. Members discussed the charges proposed by Lawn Specialists and Roy agreed to talk to Ray Lentz regarding what work is required. Roy and Roger will then make a decision as to signing the contract.
7. Roy presented a three year summary of operation for the sanitary sewer system which he received from the county. He reported that there will be no change in the monthly charge for sewer service for the coming year.
8. Board members reviewed the list of concerns from the annual Homeowners' Meeting:
 - A. Roger agreed to review with Mr. Middleton the exact boundaries of the woods and what can be done by the Association with res-

LOT #37
ELAINE WICHMAN
\$159.62 OWED
6/82 LAST PAYMENT

pect to creating a playground area.

- B. John volunteered to ask Sue Kretzschmar to design an appropriate sign to encourage drivers to drive slowly through the woods and to get the proposal to a signmaker.
 - C. John agreed to contact Sandy George about the spring clean-up work she has arranged for her church group to do.
 - D. The matter of adding sand to the pond was deferred until the next meeting.
 - E. Irma volunteered to contact Rutter and Dudley to get an estimate for repair work to the roadway with the goal being to extend the life of the surfacing. She will report at the next meeting.
 - F. Roy and Roger agreed to get the mower out and in working condition. Kevin Wichman is interested in doing the mowing--Roy will talk to him about the work.
 - G. All members agreed to review the Restrictions before the next meeting and be prepared to discuss them.
9. Items of new business included the following:
- A. The mosquito spraying arrangement last year seemed to be beneficial; Marsha agreed to contact the Health Department and set up a similar schedule for this summer.
 - B. Roy agreed to ask Chuck George and Jim Fentress if they are still interested in re-building the two side sections at the entrance. Members will discuss the "road sign" location and straightening at the next meeting.
 - C. Marsha agreed to check the Association records and see if an exclusive contract with Artesian was ever signed.
10. The next meeting will be Friday, April 29, at 7:30 P.M. at Kretzschmar's.

Sanitary Sewer No. 9
Arlington Woods Subdivision
Summary of Operation
1980-1982

	<u>1980</u>	<u>1981</u>	<u>1982</u>
A. Operation & Maintenance			
1. Parts, Repairs and Supplies	\$ 482.56	\$ 391.61	\$3,513.68*
2. Sanitary Engineering Department	4,699.71	4,251.06	3,645.00
3. Electricity	<u>1,544.06</u>	<u>1,897.23</u>	<u>2,137.19</u>
TOTAL EXPENSE	\$6,726.33	\$6,539.90	\$9,295.87
 B. Revenue			
1. Sewer Billings	\$5,679.00	\$6,407.00	\$7,620.00
2. Real Estate Settlements (Lot #1)	<u>297.00</u>	<u>14.85</u>	<u>-0-</u>
TOTAL INCOME	\$5,976.00	\$6,411.85	\$7,620.00

Fund Balance = (-) \$3,827.12

*Includes \$2,482.00 for 2 pumps rebuilt from Superior Sewage Systems

Arlington Woods

Rendall Baker; 31 Indian Creek Dr.
Steven Boyd; 11 Indian Creek Dr.
Antonio Buren; 19 Indian Creek Dr.
Ray Clark; 9 Indian Creek Dr.
Paul Evans; 30 Indian Creek Dr.
James Fentress; 10 Indian Creek Dr.
Gilbert Friskie, Jr.; 20 Indian Creek
Charles George; 17 Indian Creek Dr.
Brad Hummel; 26 Indian Creek Dr.
Robert Hurlstone; 33 Indian Creek Dr.
John Kretzschmar; 34 Indian Creek Dr.
Harry La Pointe; 36 Indian Creek Dr.
Jackson Miller; 16 Indian Creek Dr.
Donald Pfeffer; 1 Indian Creek Dr.
Gene W. Pook; 18 Indian Creek Dr.
Herald Rigby; 25 Indian Creek Dr.
Sandy Rowland; 38 Indian Creek Dr.
Roger Rufener; 21 Indian Creek Dr.
Maurice Seigny; 2 Indian Creek Dr.
Thomas Snyder; 13 Indian Creek Dr.
Elaine Wickman; 37 Indian Creek Dr.

ADDRESSES Not Billed:

4 Indian Creek Dr.

MINUTES

ARLINGTON WOODS PROPERTY OWNERS' ASSOCIATION

BOARD OF DIRECTORS MEETING

April 29, 1983

Present: Clark, Frisbie, George, Kretzschmar

President, John Kretzschmar, called the meeting to order. Minutes of the last meeting were read and approved.

Members discussed the following subjects:

1. Marsha presented the following Treasurer's Report in Roger's absence:

Checking Account	\$1,490.18
Savings Account	<u>5,288.44</u>
	\$6,778.62

The savings account has been transferred to State Home Savings into an insured money market account. The account provides unlimited over-the-counter transactions, immediate access to funds, no service charges, 40 free checks with a limit of three checks per month used. This account will effectively yield interest earnings double the old pass-book account at Mid Am based on current rates.

The checking account will remain at Mid Am because of the large inventory of checks on hand & the fact that there is no limit on the number of checks that can be written on the account. If it appears that a better arrangement should be made in the future, the account will be transferred.

April expenses included the following:

Grounds Maintenance	\$197.00
Electric and Trash	143.09
Miscellaneous	<u>40.83</u>
	\$380.92

\$192.00 was paid to the Portage youth group for clean-up of the entrance.

2. Marsha also reported that Roger had met with Mr. Middleton, the Association's attorney and that a lien will be placed on Lot #32 for past due Association charges. A letter to this effect will be sent to Mrs. Wagner. Roger and Mr. Middleton also agreed to place a judgement against all properties of the Development Corporation. It is concei-

vable (but not probable) that we could be paid all the money in arrears at the sale of the next property. Mid Am would have to pay for it out of the sale proceeds. Mr. Middleton also informed Roger that if there is common agreement by the majority of homeowners, the Rules and Regulations of the covenant can be changed. He also indicated that the Property Owners Association can designate whatever usage of the common ground they desire. Details should be entered in the Association minutes or added to the covenant.

3. Roger had raised a question of the whereabouts of keys to the storage building. Sandy reported that there are no keys to the storage building but that a combination lock is on the gate. A record of the combination will be kept with the Secretary's material. John agreed to check with Tom Snyder on the question of keys.
4. Board members agreed to table the issue of Rules and Regulations changes until the next meeting when more members are present.
5. Sue Kretzschmar presented the two speed signs which she has had made. Board members thanked her for her help on the project and plans were made for painting the backs of the signs, obtaining posts for them, and installing.
6. Following lengthy discussion on the subject of allowing trapping in the back section of woods, board members agreed to permit it on a trial basis until the next homeowners' meeting in January, 1984. The following provisions will be in effect: 1) only box-type traps can be used (no leg-hold traps), 2) trapping can only be done in the back section of woods, 3) traps should be checked every 24 hours. Absolutely no hunting and no target shooting will be allowed.
7. Roy reported that he had received a quotation for roadway patching work from Rutter and Dudley of \$500.00. Board members agreed that this is a good price for the work needed but that Roy should take a walk around the area with them before work begins to be sure that all the spots that need repair are included in their estimate. He also agreed to obtain a quotation for adding a tennis court area in the southwest corner of the woods.
8. Sandy noted that we should be sure to make it clear to the person hired to mow the entrance area that the Highway 25 median should also be included. Board members did not feel that the "picnic area" needs to be mowed.
9. Marsha read a thank you note to the Property Owners Association from Thelma Amos, the former Blade delivery person.
10. John reported that he had contacted one resident regarding past due Association charges and that an effort would be made to get the account up-to-date. Board members agreed that a policy of closely following up on delinquent accounts should be continued.

11. Roy reported that he and Roger had talked with both Lawn Specialists and Chemlawn regarding landscape work at the entrance and that they had decided to cancel the maintenance contract with Lawn Specialists and begin one with Chemlawn because it is considerably less expensive.
12. Board members thanked Sandy for her supervision of the entrance clean-up crew. She reported that the young people were quite pleased with their profit for the project.
13. The question of adding sand to and around the north pond was discussed. Roy agreed to take a look at the area to see if it is feasible to add sand as some homeowners had requested at the last general meeting.
14. Sandy gave a brief report for Chuck on the condition of the mower relative to spare parts, life expectancy, etc. Roy reported that he had agreed with Kevin Wichman that payment for each mowing would be \$10.50. Members agreed that Chuck should go over the mower operating procedure with Kevin..
15. Roy reported that Jim Fentress and Chuck George would get together regarding the rebuilding of the two sign sections at the entrance.
16. Members discussed the existing service contract with Artesian of Pioneer and the advisability of investigating other alternatives. It was agreed that the firm from Findlay should be invited to make a short presentation at the next board meeting.

Items of New Business included the following:

1. Roy reported that Chemlawn had given him a proposal for additional landscaping work at the entrance, including removal of weeds from shrubs and adding mulch around trees and the stone wall and signs. The quotation for this work was \$200.00. Sandy moved and Marsha seconded that the Association should contract for this work to be done at that price.
2. Members discussed the Association's liability for people swimming in the ponds. Sandy agreed to contact Jack Miller regarding this matter and report at the next meeting.
3. The next meeting will be Tuesday May 31, 1983 at 7:30 p.m.

MINUTES

ARLINGTON WOODS PROPERTY OWNERS' ASSOCIATION

BOARD OF DIRECTORS

May 31, 1983

Present: Clark, Frisbie, George, Kretzshmar, Rufener

President, John Kretzshmar called the meeting to order.

Minutes of the last meeting were corrected as follows:

1. The payment for mowing the entrance is \$10.00 per mowing.
2. Nature's Way is the firm doing the weeding and mulching at the entrance.
3. The actual charges for patching the roadway were \$525.00.

Roger provided the following Treasurer's Report:

Checking	\$ 983.44
Savings	5468.06
Deposited	487.81
	<u>\$6939.31</u>
In transit	156.00
	<u>\$7095.31</u>

Expenses for the month were as follows:

Grounds Maintenance	\$381.59
Electric & Trash	145.43
Miscellaneous	11.51
	<u>\$538.53</u>

The following items of old business were discussed:

1. Roger reported that as yet the attorney for Mrs. Wagner has not contacted Mr. Middleton regarding past due association charges for Lot #32. If he does not hear from them in approximately two weeks, a lien will be filed.
2. Roger also reported that July 8 has been set as the pre-trial hearing date for the Property Owners' Association claim against the Development Corporation for charges against unsold lots. Mr. Middleton has informed Roger that nothing definite can be decided until the suit between the bank and the Development Corporation is settled.
3. Members agreed to continue reviewing the Restrictions with a goal of presenting recommended changes to the entire Association membership in January. Copies of the Restrictions will be made available to any homeowner who requests them from the secretary.

4. Roy reported that Rutter and Dudley's estimate for constructing a tennis court surface in the southwest corner of the property is \$3,500.00. Since maps obtained from the county do not provide a clear demarcation of common ground boundaries, the tennis court subject was tabled.
5. Roy also reported that Rutter and Dudley recommend a double sealing treatment on the roadway during hot weather at a cost of \$2,285.00. This treatment, along with periodic patching every four years, should allow the roadway to remain in good condition for another 15 years. Complete resurfacing could cost \$20,000-\$30,000. Members agreed to ask Rutter and Dudley for a written quotation and to investigate other possible suppliers.
6. Roy reported that the sand in the rear portion of the woods is not suitable for putting around the pond because it would wash away. He agreed to try dumping some of it into the north pond to make the footing more stable for swimmers, providing he can arrange to get the necessary equipment into the area.

The following items of new business were discussed:

1. Members agreed that since the grass is so high around the sewer station, Kevin should mow it one time with the riding mower and after that we will pay Tommy Snyder \$3 per hour to keep it mowed.
2. Sandy reported that the Association's insurance policy provides up to \$300,000 in liability for the ponds and all other property not privately owned. This provision is in effect regardless of whether an area is posted with a warning or not.
3. Marsha reported that the County Health Department is willing to continue the same mosquito spraying arrangement as last year--approximately twice per month at a charge of approximately \$20.00-\$30.00 per spraying. Members agreed that this arrangement is satisfactory, and that a letter of agreement should be sent.
4. Board members discussed the desirability of scheduling a summer get-together for the Association membership. A July 4 4:00 p.m. date was set; members will be notified to bring meat and one other dish for their family and that the Association will provide a keg of beer. They will also be asked to R.S.V.P. to Marsha or Sandy.
5. It was agreed that the next meeting date will be set at the picnic on July 4.

LELAN S. MIDDLETON
HARRY G. ROEBKE
THOMAS S. MIDDLETON
MAX E. RAYLE

LAW OFFICES
MIDDLETON, ROEBKE & RAYLE
161 NORTH MAIN STREET
BOWLING GREEN, OHIO 43402

AREA CODE 419
TELEPHONE 352-7522

May 25, 1983

Roger Rufener
4352 Indian Creek
Rudolph, Ohio 43462

Dear Roger:

I enclose a copy of a second letter to Ms. Wagner for your records.

Incidentally, it is possible by your regulations to place a lien upon a lot owner for nonpayment of assessments. This is a piecemeal procedure, as you can only put a lien on a lot for the arrearage that exists on that one lot.

In our instance, we are accumulating many separate assessments in the one judgment and by placing a judgment lien of record, each lot owned by Arlington Woods Development Corporation must stand for the total judgment. The difference is the lot owner (Corporation) owns many lots. However, after the lots are sold, we only have a one lot one owner situation, and the lien might be the best procedure.

Obviously, this lien would need to be recorded in the Wood County Recorder's office to be of record.

Cordially yours,

MIDDLETON, ROEBKE & RAYLE


Thomas S. Middleton

TSM:ccb
Encs.

LAW OFFICES
MIDDLETON, ROEBKE & RAYLE

LELAN S. MIDDLETON
HARRY G. ROEBKE
THOMAS S. MIDDLETON
MAX E. RAYLE

161 NORTH MAIN STREET
BOWLING GREEN, OHIO 43402

AREA CODE 419
TELEPHONE 352-7522

May 25, 1983

Ms. Chellie Wagner
4352 Imperial Drive
Toledo, Ohio 43615

Re: Arlington Woods Home Owners Assn.

Dear Ms. Wagner:

With reference to the above, Mr. Rufener, as Treasurer, advised me that you had contacted him and that your attorney would contact me the week of May 9.

As yet I have heard nothing from you or your attorney, and I would expect to hear from either of you in the near future.

If I do not, I will have no alternative but to pursue my client's legal remedies.

Cordially yours,

MIDDLETON, ROEBKE & RAYLE



Thomas S. Middleton

TSM:ccb

cc: Roger Rufener

June 17, 1983

Mr. Ken Steffan
25 Indian Creek Drive
Rudolph, OH 43462

Dear Mr. Steffan:

On behalf of the Arlington Woods Property Owners' Association, I would like to welcome you to the woods. There are several items of procedure that may be helpful to you in getting settled.

You will receive a monthly billing from the Property Owners' Association for trash collection (\$6.50), grounds maintenance (\$8.00), and general fund (\$5.00). This billing is sent out the 10th of each month and is due the 30th. Roger Rufener, Lot #21, is the Treasurer and you may drop your payment off to him. Trash is collected early every Tuesday morning at the end of the driveways. We recommend tightly closed containers of some sort, since there are lots of creatures around that love to get into the trash. During winter months, the Association contracts with an individual to do snow removal from the main roadway. In the past, he has negotiated with individual homeowners to do their driveways at a very reasonable price. If you are interested in this service, let me know in the fall and I will put you in touch with him.

Arlington Woods has a central sewer system that is operated by the Wood County Sanitary Engineer's Office. Individual homeowners are billed \$90.00 each quarter for these services.

The water purification system in your home is currently maintained by Artesian of Pioneer on every other Monday (6/27, 7/11, 7/25 . . .). Their work entails a service check to make sure the system is working properly, and refilling of salt and chlorine containers as needed. Their charges are billed monthly. If you have not yet contacted them regarding arrangements for gaining access to the equipment, etc. I will be happy to provide you with the necessary information. A few homeowners use firms other than Artesian for this service; if you would like to investigate other suppliers, I can give you some details on that also.

The property owners meet as a group in January to discuss matters of interest, elect board members, and socialize. During the remainder of the year, the Board of Directors conducts business on behalf of the Association.

I have attached a copy of the Association Restrictions and minutes of this year's meetings to date. Also attached is an invitation to our July 4 get-together--we hope to see you there.

Please do not hesitate to contact any of the following board members if you have questions about life in the woods--we are most happy to have you as a neighbor and would like to help make the transition as easy as possible.

John Kretzshmar, President	Lot #34	686-5511
Roy Clark, Vice President	Lot #9	686-8631
Marsha Frisbie, Secretary	Lot #20	686-8781
Roger Rufener, Treasurer	Lot #21	686-7133
Irma Buron	Lot #19	686-8098
Sandy George	Lot #17	686-6443

Sincerely,

Marsha Frisbie

Marsha Frisbie
Secretary

20 Indian Creek Drive
Rudolph, OH 43462
June 17, 1983

Wood County Health Department
541 West Wooster
Bowling Green, OH 43402
ATTN: Sally Chamberlain

Dear Ms. Chamberlain:

Please consider this letter as your authorization to spray for mosquitos in the Arlington Woods area south of Portage at approximately two week intervals, not to exceed twice per month.

We understand that after the two initial sprayings which are free, we will be charged \$20.00 to \$30.00 per application.

Should you have any questions, please do not hesitate to contact me at the following phone numbers:

686-8781	Home
372-2511	Work

Thank you for your assistance.

Sincerely,

Marsha Frisbie

Marsha Frisbie, Secretary
Arlington Woods Property Ow

mf

6/16

- FIRST SPRAYING PROBABLY IN NEXT WEEK TO 10 DAYS
- LARVICIDE NOT GOOD ON PONDS IF SWIMMING OR FISHING - BETTER TO KEEP CLEAN MOSS & CATTAILS MORE A PROBLEM THAN WATER - WILL TREAT OTHER LOW WET AREAS BUT NEED PERMISSION IF PRIVATE PROPERTY. WILL TAKE ALOOK & MAKE RECOMMENDATIONS.

MINUTES

ARLINGTON WOODS PROPERTY OWNERS' ASSOCIATION

BOARD OF DIRECTORS

July 15, 1983

Present: Buron, Clark, Frisbie, George, Kretzshmar, Rufener

President, John Kretzshmar, called the meeting to order. He reported that a telephone poll of board members had indicated approval of a request from the owners of Lot 26 to construct a deck and fence. Board members emphasized that the improvements should be aesthetically pleasing.

Roy reported that he had obtained a second quote for sealing the roadway from Sader, and that it was \$3,500.00. Roger moved and Sandy seconded that we accept the Rutter and Dudley bid of \$2,395.00. Roy agreed to contact them regarding scheduling, and board members agreed that we should ask for as much prior notice as possible so that homeowners will be inconvenienced as little as possible. It was agreed that the best arrangement would be to seal all of the roadway from the entrance north (or south) at one time and then the second half on the following day.

Sandy suggested that the weeds that have grown up between the blacktop and concrete curb at the entrance be removed and that some "edgeing" be done prior to the sealing of the roadway. Roger moved and Marsha seconded that we hire Mindy George to do the job for a fee of \$50.00 and that periodic maintenance should be done at a rate of \$3.00 per hour.

Board members discussed the need for trimming tree branches and weeds around the roadway to insure a better sealing job. Saturday, July 23 at 9:00 a.m. was set as clean-up day. Homeowners will be notified that their help is needed and that the Association will provide beer, wine, and soft drinks for workers.

Roger reported that he has been notified by Mr. Middleton, the Association's attorney, that some discussions have taken place with the attorney for the owners of Lot #32. The property is for sale, and a lien will be filed within a few days.

The lawsuit between the Development Corporation and Mid Am Bank has been settled out of court in the bank's favor. All property of the Development Corporation has been signed over to the bank. Mr. Middleton has contacted Joe Vedra regarding the Association's intention to collect past due charges and our desire to make necessary improvements in the woods.

Roy reported that there appears to be a sprinkler system at the entrance, but that there is no visible means of turning it on. John agreed to contact Gary Frail to see if he knows anything about the sprinkler.

Sandy suggested that one person be put in charge of replacing light bulbs at the entrance. Roger volunteered to do the work.

Roy reported that he had discussed the possibility of bringing cable TV into the woods with a representative of Americable. That firm is in the process of providing cable TV service to Rudolph Road and along Highway 281. It appears that they might need an easement to bring the cable in through the back road and that it would have to cross under homeowners' driveways because of buried utilities. Members agreed that the matter is definitely worth pursuing and that Roy should follow up with the contact.

Irma asked about the possibility of constructing a tennis court. She volunteered to talk to Joe Vedra about acquiring a plat of the area so that the board can be certain what areas are set aside as common ground.

Following discussion of the mosquito situation, Marsha agreed to contact the Health Department regarding another spraying.

Roger moved that the meeting be adjourned, and Roy seconded. The motion passed.

PROPOSAL

R/D

14850 Sand Ridge Rd.

~~520 ORDWAY~~
BOWLING GREEN, OHIO 43402
419/352-4456

Rutter & Dudley Asphalt Maintenance

[Arlington Woods
Indian Creek Dr.

[Rudolph, OH

C/o Mr. Roy Clark

Date

All Labor and Materials Net

We hereby quote as follows on Labor and Materials for Project located at: Arlington Woods, Indian Ct Dr.

- The total asphalt surface area, beginning from S. Dixie and extending around the woods, will be blown free of all foreign materials.
- All cracks filled with either pourable crack filler or hot MC liquid tar. (Large cracks will receive the hot tar.)
- Two (2) uniform coats of Seal-Master blacktop protective sealer applied on the total asphalt surface area.

\$ 2395⁰⁰

Contingencies: The Contractor shall not be responsible for delays caused by labor difficulties, breakdown at Plants, weather conditions, or other contingencies not under the control of the Contractor.

Accepted by Purchaser this day of _____

Quotation submitted by:

By _____

Chris L Rutter
Dave L. Dudley

ASPHALT PAVERS

July 18, 1983

Mr. & Mrs. Ghia
26 Indian Creek Drive
Rudolph, OH 43462

Dear Mr. & Mrs. Ghia:

On behalf of the Arlington Woods Property Owners' Association, I would like to welcome you to the woods. There are several items of procedure that may be helpful to you in getting settled.

You will receive a monthly billing from the Property Owners' Association for trash collection (\$6.50), grounds maintenance (\$8.00), and general fund (\$5.00). This billing is sent out the 10th of each month and is due the 30th. Roger Rufener, Lot #21, is the Treasurer and you may drop your payment off to him. Trash is collected early every Tuesday morning at the end of the driveways. We recommend tightly closed containers of some sort, since there are lots of creatures around that love to get into the trash. During winter months, the Association contracts with an individual to do snow removal from the main roadway. In the past, he has negotiated with individual homeowners to do their driveways at a very reasonable price. If you are interested in this service, let me know in the fall and I will put you in touch with him.

Arlington Woods has a central sewer system that is operated by the Wood County Sanitary Engineer's Office. Individual homeowners are billed \$90.00 each quarter for these services.

The water purification system in your home has in the past been maintained by Artesian of Pioneer on every other Monday (7/25, 8/1, 8/8 . . .). Their work entails a service check to make sure the system is working properly, and refilling of salt and chlorine containers as needed. Their charges are billed monthly. If you have not yet contacted them regarding arrangements for gaining access to the equipment, etc. I will be happy to provide you with the necessary information. A few homeowners use firms other than Artesian for this service; if you would like to investigate other suppliers, I can give you some details on that also.

The property owners meet as a group in January to discuss matters of interest, elect board members, and socialize. During the remainder of the year, the Board of Directors conducts business on behalf of the Association.

I have attached copies of minutes of this year's meetings to date, and I understand that you already have a copy of the Association Restrictions. Also attached is a notice of our Saturday clean-up prior to the roadway sealing.

Please do not hesitate to contact any of the following board members if you have questions about life in the woods--we are most happy to have you as a neighbor and would like to help make the transition as easy as possible.

John Kretzshmar, President	Lot #34	686-5511
Roy Clark, Vice President	Lot #9	686-8631
Marsha Frisbie, Secretary	Lot #20	686-8781
Roger Rufener, Treasurer	Lot #21	686-7133
Irma Buron	Lot #19	686-8098
Sandy George	Lot #17	686-6443

Sincerely,

Marsha Frisbie
Secretary

MINUTES

ARLINGTON WOODS PROPERTY OWNERS' ASSOCIATION

BOARD OF DIRECTORS

August 17, 1983

Present: Clark, Frisbie, George, Kretzshmar, Rufener

President, John Kretzshmar, called the meeting to order. Minutes of the last meeting were approved.

Roger reported that the Association would have approximately \$4,300 in combined accounts after payment of the Rutter and Dudley bill.

Roger also reported that the owners of Lot #32 have proposed an arrangement whereby the Association's lien of \$384.00 would remain in effect until the property is sold and be collected at that time. They would also agree to keep up-to-date on monthly charges. Following discussion, Sandy moved and Roger seconded that the Association require the owners of Lot #32 to pay the \$384.00 in equal monthly installments for twelve months until the past due charges are paid. The amount due monthly for past due charges is \$33.73; the amount of the usual charges is \$13.00 per month, leaving a total due for the next twelve months of \$46.73. Marsha agreed to meet with Mr. Middleton so that he can inform the owners of the board's decision.

Roger also reported that Mr. Middleton has been contacted by Mid Am Bank regarding the assessments on unsold lots. The bank proposes to pay one half of the assessments due (approximately \$2900.00) and then begin monthly payments on all unsold lots and keep them current. This offer would involve forgiving one half of the assessments currently due. Following discussion, board members were in agreement that no portion of assessments due should be forgiven. It was agreed that the usual 2% per month late charge would be forgiven in return for full payment of the charges (approximately \$5800.00) and that the Association would proceed with liens on all unsold lots if the assessments are not paid, and that late charges would be levied against past due amounts. Marsha agreed to discuss these points with Mr. Middleton. Board members agreed that Mr. Middleton should emphasize to the bank our desire to keep the woods in good condition and to make necessary improvements as the need arises.

During discussion of past due bills, board members agreed that no property owner who is more than two months delinquent in assessments should be allowed to vote on association matters or serve on the Board of Directors. This change in policy would require inclusion in the Rules and Regulations and will be brought before the Association membership, along with other changes, at the January meeting.

Members agreed that copies of meeting minutes should go to Joe Vedra of Mid Am Bank.

Roger reported that he has received a letter from Chemlawn recommending that thatch be removed from the grass area at the entrance. Since this is a spring-time operation, no action was taken at this time.

Roger reported that the lawn mower has been requiring considerable maintenance lately and that at some time in the future, the purchase of a new mower will be necessary.

Roy and Roger reported that Carlos Buron has taken over the mowing responsibilities. John agreed to convey to Carlos the Board's satisfaction with the job he is doing.

Roy reported that he has had further discussions with Americable and that they are now working to complete service to Cygnet by December 1 and will try to bring the service to us sometime after that. They have equipment that can tunnel under drive-ways so that no homeowner's driveway would be torn up.

Members discussed the roadway sealing job and the extent of the Association's responsibility relative to service drives. Roy agreed to contact Rutter and Dudley regarding their charges to seal these areas and the board agreed to meet soon to settle the matter.

Sandy reported that Mindy is no longer interested in continuing with weed removal at the entrance. Roy agreed to investigate week killer products for use on the roadway and in the mulched area at the entrance.

John reported that he had not as yet contacted Gary Frail regarding the sprinkler but that he would do so in the near future and also ask him about the existence of any TV cable buried underground.

Several board members reported that they had received favorable comments regarding the clean-up and roadway sealing.

Board members also discussed the proliferation of "For Sale" signs and the advisability of enforcing the section of the Restrictions that requires permission of the Association to erect signs (Part I, #11). This issue will be addressed at the next meeting; any property owner who has input for the board should contact a board member prior to the meeting. Members also discussed the straightening and possible relocation of the hanging sign at the north end of the property.

The next meeting will be Tuesday September 6, at 7:30 p.m.

LAW OFFICES

MIDDLETON, ROEBKE & RAYLE

LELAN S. MIDDLETON
HARRY G. ROEBKE
THOMAS S. MIDDLETON
MAX E. RAYLE

161 NORTH MAIN STREET

BOWLING GREEN, OHIO 43402

AREA CODE 419
TELEPHONE 352-7522

July 28, 1983

Roger Rufener
21 Indian Creek
Rudolph, Ohio 43462

Re: Arlington Woods Development Corp.

Dear Roger:

Joe Vedra of Mid-Am called today regarding the assessments, and what they propose is to pay one-half of the assessments due, and then commence the monthly payments on all lots and to keep them current.

In other words, they want you to forgive one-half of the assessments currently due.

May I hear from you.

Cordially yours,

MIDDLETON, ROEBKE & RAYLE


Thomas S. Middleton

TSM:ccb

LAW OFFICES

MIDDLETON, ROEBKE & RAYLE

LELAN S. MIDDLETON
HARRY G. ROEBKE
THOMAS S. MIDDLETON
MAX E. RAYLE

161 NORTH MAIN STREET

BOWLING GREEN, OHIO 43402

AREA CODE 419
TELEPHONE 352-7522

August 26, 1983

Miss Marsha Frisbie
20 Indian Creek Drive
Rudolph, Ohio 43462

Dear Miss Frisbie:

Yesterday I talked with Joe Vidra who denied ever talking to Reddin, although I assume he did.

I have accepted their offer that they will pay all assessments through and including August, 1983 and thereafter keep all assessments current upon being billed monthly or quarterly at your option without interest charges.

Therefore, it would be appreciated if someone would prepare a transcript of the assessments for each lot and provide that list to myself so I can forward it to Joe.

I realise that things turned around as a result of you and I talking to Reddin and making it clear that if we were not paid that we would file suit and that we wanted it paid in full, and their concern for their public image.

Cordially yours,

MIDDLETON, ROEBKE & RAYLE



Thomas S. Middleton

TSM/clc

LELAN S. MIDDLETON
HARRY G. ROEBKE
THOMAS S. MIDDLETON
MAX E. RAYLE

LAW OFFICES
MIDDLETON, ROEBKE & RAYLE
161 NORTH MAIN STREET
BOWLING GREEN, OHIO 43402

AREA CODE 419
TELEPHONE 352-7522

September 2, 1983

Mr. Roger Rufener
21 Indian Creek
Rudolph, Ohio 43462

In re: Mid Am Bank

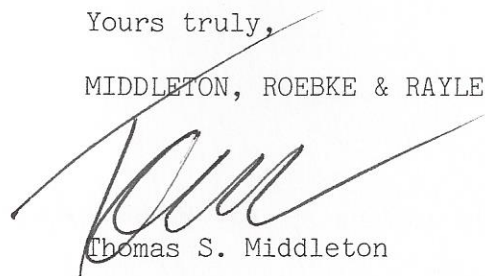
Dear Roger:

Reference the above, Mid Am would ask for a release in return for the full payment of the assessments, which I think is only fair.

Please have Marsha and yourself sign the release I have enclosed and I will deliver the same in return for their check.

Yours truly,

MIDDLETON, ROEBKE & RAYLE



Thomas S. Middleton

TSM?clc

enclosurer

MINUTES

ARLINGTON WOODS PROPERTY OWNERS' ASSOCIATION

BOARD OF DIRECTORS

September 6, 1983

Present: Buron, Clark, Frisbie, George, Kretzshmar, Rufener,
Joe Vedra, Rick Metz

President, John Kretzshmar, called the meeting to order.

Joe Vedra reported that Mid Am Bank is anxious to get some lots sold, and would like to begin construction very soon on two houses on Lots #7 and #8. The houses would be approximately 1900 square feet in size, including garage, and would be priced around \$95,000 each. They would be similar in style; one story; cedar siding on front and sides, aluminum siding on back; Pella windows; and would have buried propane tanks for gas heat and air conditioning. Rick Metz presented partial plans for one of the houses. Following lengthy discussion, there was a consensus among board members that the proposed houses do not meet the general standards of other homes in the Woods and, more specifically, do not meet the living space size specifications as stated in the Restrictions, Part I, #2. Other objections voiced by board members included the lack of architectural uniqueness, the close similarity in style of two houses on adjacent lots, and doubts as to whether quality construction could be achieved in a 60 day time frame. John agreed to inform Joe Vedra of the board's feelings.

During the meeting, John called Milt Boxley and asked for his assistance in clearing the roadway of trees that are either down or leaning dangerously as a result of the day's storm.

John presented a Rutter and Dudley bill for \$235 for the paving of the drive that goes to Lots #2, #3, and #4. Roy moved that since the drive is clearly marked on the plat map as a service drive, the Association should pay for the paving. Marsha seconded, and the motion passed. Members agreed that a consistent policy on the maintenance of service drives is needed.

Marsha reported that Tom Middleton has informed her that Mid Am Bank has agreed to pay the full amount of past assessments on unsold lots.

The proliferation of "For Sale" signs was again discussed. Members agreed that some action will have to be taken in the near future.

Members agreed that the present grounds maintenance arrangement is working well and that we should pay Carlos \$10 to mow around the road-way on both sides once more this fall. Sandy noted that the "island" south of the entrance also needs to be mowed.

Fall clean-up was discussed. Marsha reported that \$100 had been designated for that purpose at the general meeting in January. Anyone who knows of a youth organization that would like to do the work should contact a board member.

The meeting was then adjourned.

R E L E A S E

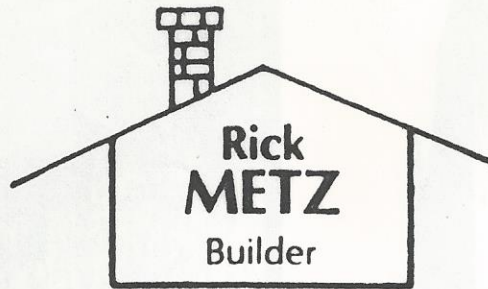
For the consideration of Five Thousand Eight Hundred Twelve and no/100 Dollars (\$5,812.00), the receipt and sufficiency of which is hereby acknowledged by the undersigned, the undersigned does hereby release Arlington Woods Development Corp. and its successor/owner, Mid American National Bank and Trust Co. from any and all claims for assessments or other charges ^{THROUGH AUGUST 31, 1983} by virtue of the ownership of lots numbered 3, 5, 7, 8, 12, 14, 15, 22, 24, 27, 28 and 35, Arlington Woods Sub-division, Rudolph, Ohio being subject to the Code of Regulations of the undersigned Arlington Woods Property Owner Association.

Dated this 6 day of September, 1983 at Rudolph, Ohio.

Arlington Woods Property Owner
Association

By Marsha Frisbie
Marsha Frisbee, Secretary

By Roger K. Ruffener, Treasurer
Roger K. Ruffener, Treasurer



August 25, 1983

PROPOSAL TO: Mid-Am Bank Joe Vedra

House-----Arlington Woods

House Includes: Either, Model "Chelsea" # 764 bf, expanded to 32' x 56' 1792 sq. ft. or Model "Chelsea" #Custom design with "end load" garage, and the total same living area, 1792' sq. ft.

All material, "Pella" wood windows, standard framing, interior birch doors, middle priced cabinets, "channel rustic cedar" siding aluminum rear, soffits, and facia, aluminum gutters

Electrical to Wood Co. Code

Heat and Air - *Propane*

Plumbing for 2 baths

Crawl space, elevated as needed, with stone, tile, pump

Concrete walks, and patio with foundation, for possible screening

Blacktop drive

Carpet \$ 3100

Lights \$700

Sewer line, remove trees near house, fill as needed

"Majestic" heat circulating fireplace, with brick front

Yard and Landscape

Paint and Paper

Building permits

All Plans

Builder's insurance

Appliances, range, refrig, dishwasher, disposal, hood

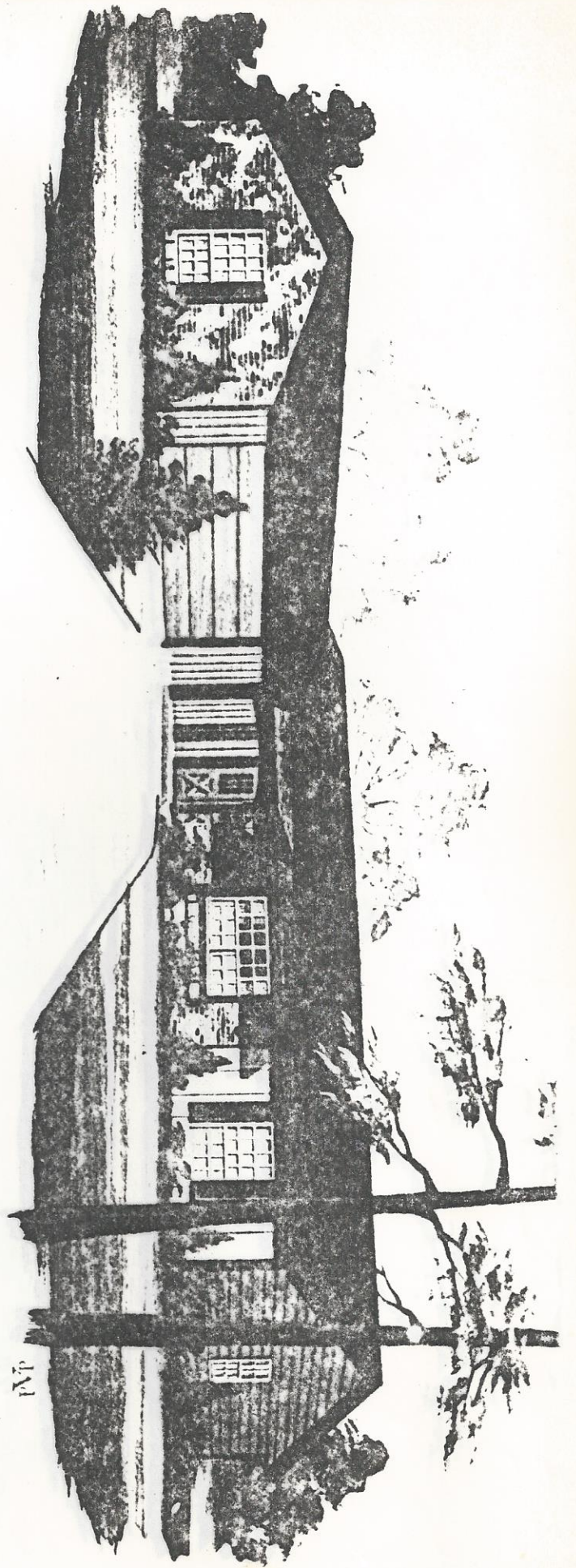
Well, and water system

Contract \$ 82,175.00

Price doesn't include building loan, or real estate fees

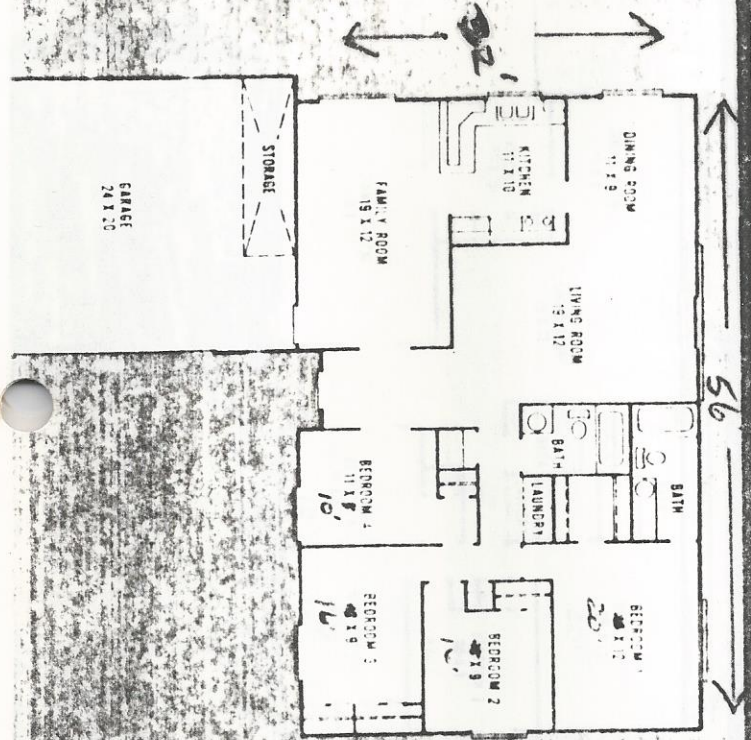
Phone:
313/352-7872

1427 Napoleon Road
Bowling Green, Ohio 43402



Alternative uses are shown on reverse side.

Design 947 BF

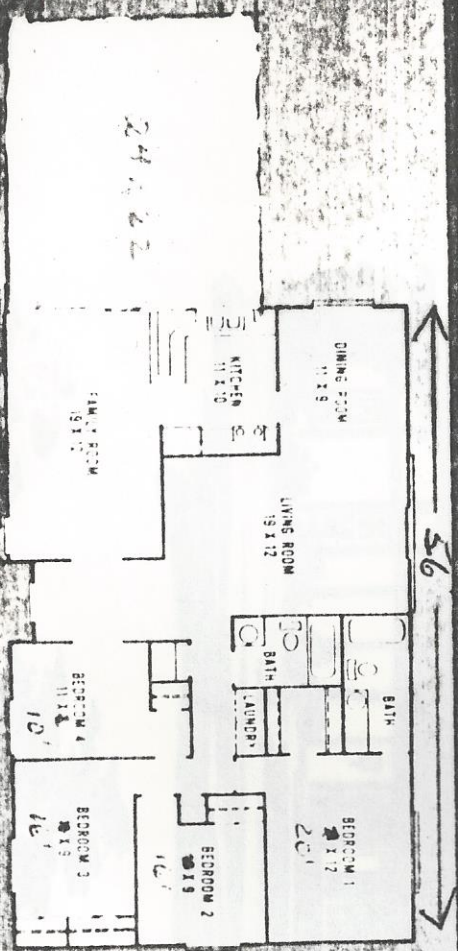


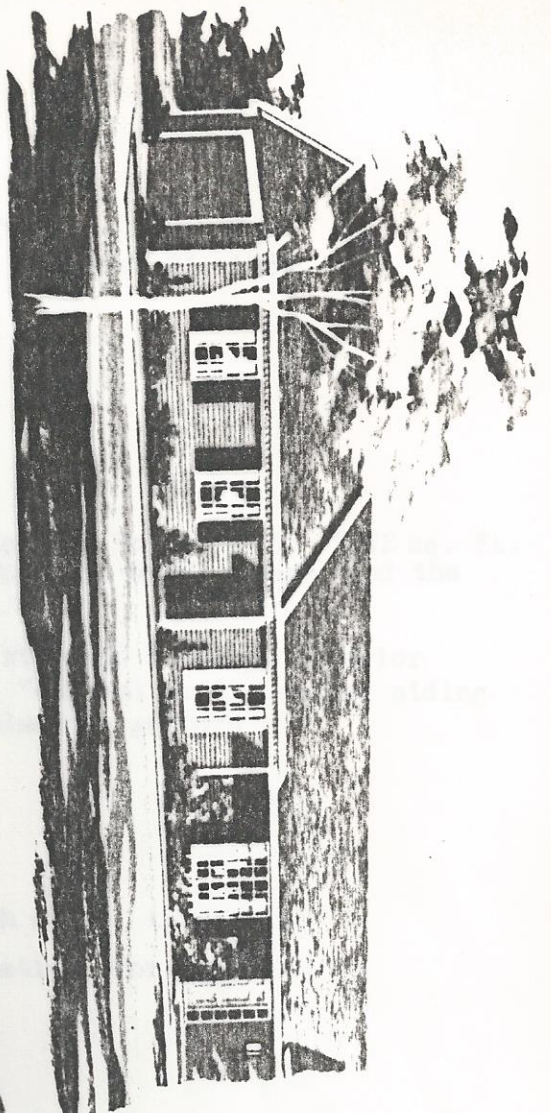
MODEL 7242
THE CHELSEA



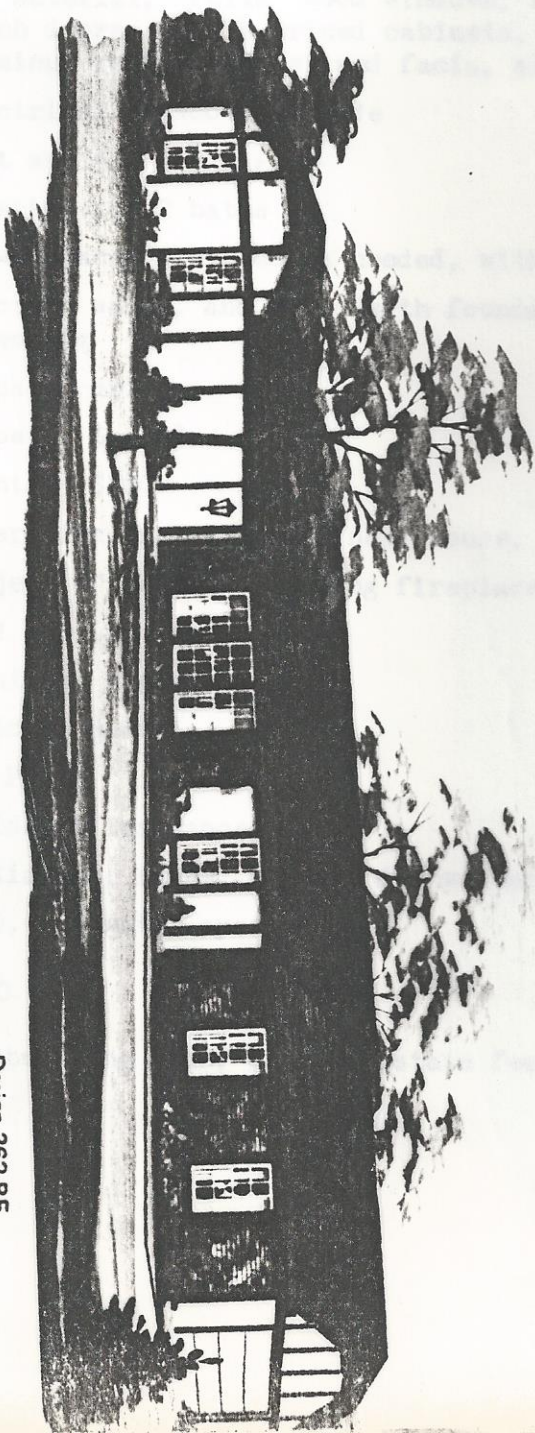
Alternate design shown on reverse side

Design 947 BF

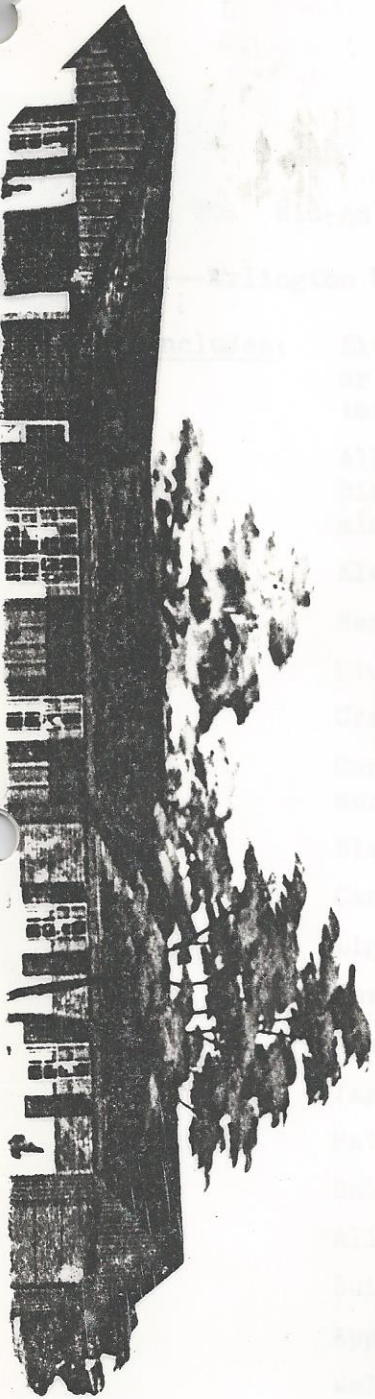




Design 359 BF



Design 362 BF



MINUTES

ARLINGTON WOODS PROPERTY OWNERS' ASSOCIATION

BOARD OF DIRECTORS

September 19, 1983

Present: Buron, Clark, Frisbie, George, Kretzshmar, Rufener

President, John Kretzshmar, called the meeting to order.

Members had previously been provided with revised information for two houses that Mid Am Bank would like to build on Lots #7 and #8. Following extensive discussion, members agreed that while the current proposals come very close to meeting the square footage requirements of the Association's Restrictions, the following points merit clarification:

- the board does not approve of the use of aluminum siding
- the board would like to see a site plan for each of the homes, showing its location on the lot and what the bank proposes in the way of an access drive between Lots #8 and #9
- the board would like to see a proposed landscaping plan
- the board does not approve of using two designs so similar on the exterior on two adjacent lots and would recommend either varying the design or building on non-adjacent lots

John agreed to talk with Joe Vedra regarding these points.

The next meeting will be September 25 at 7:30 p.m.

The meeting was then adjourned.

MINUTES

ARLINGTON WOODS PROPERTY OWNERS' ASSOCIATION

BOARD OF DIRECTORS

September 25, 1983

Present: Buron, Clark, Frisbie, George, Kretzshmar, Rufener,
Joe Vedra, Rick Metz.

President, John Kretzshmar, called the meeting to order.

Following discussion, Roger moved that the board approve the proposed house plans and specifications. Roy seconded, and the motion passed.

Roger reported that the owners of Lot #32 have proposed that they make double payments of \$26 per month beginning in September until the total arrears are paid (\$13 for past due amount, \$13 for current month). Roy moved that the board accept this proposal with the provision that a 2% per month service charge be added to any past due balance and that the first payment is due immediately. Sandy seconded, and the motion passed.

John agreed to talk with Tom Middleton regarding the legality of the Restrictions and the guidelines to be followed in changing them.

The meeting was then adjourned.

ARLINGTON WOODS PROPERTY OWNERS' ASSOCIATION

BOARD OF DIRECTORS MEETING

November 12, 1983

Present: Buron, Clark, Frisbie, George, Kretzshmar

President, John Kretzshmar, called the meeting to order.

Following discussion, Roy moved and Sandy seconded a motion to approve the most recent proposal from Mid Am Bank for a house on Lot #15, provided that the following concerns be communicated to the bank:

- there has in the past been some confusion as to the boundaries of the lot--the center post location should be verified
- landscaping should be of the highest quality possible
- wood rather than metal eaves would be desirable
- orientation of the house on the lot should be a major consideration
- location of the balcony should be given some thought
- exterior stain color should blend with the natural surroundings
- it is assumed that Pella windows and other details submitted pertaining to the house being built on Lot #7 will hold true for this house as well

John agreed to talk with Joe Vedra regarding these matters.

Members discussed possible arrangements for fall clean-up. It was agreed that the \$100 allocated to the project should be increased to \$150 due to the amount of work that needs to be done. Board members agreed to contact possible interested groups who might want to use it as a fund-raising project.

John distributed a portion of the restrictions to each board member with instructions to read and make proposed changes at the next meeting.

The next meeting will be Friday, December 2.

December 6, 1983

Mr. James McKinstry
18 Indian Creek Drive
Rudolph, OH 43462

Dear Mr. McKinstry:

On behalf of the Arlington Woods Property Owners' Association, I would like to welcome you to the woods. There are several items of procedure that may be helpful to you in getting settled.

You will receive a monthly billing from the Property Owners' Association for trash collection (\$6.50), grounds maintenance (\$8.00), and general fund (\$5.00). This billing is sent out the 10th of each month and is due the 30th. Roger Rufener, Lot #21, is the Treasurer and you may drop your payment off to him. Trash is collected early every Tuesday morning at the end of the driveways. We recommend tightly closed containers of some sort, since there are lots of creatures around that love to get into the trash. During winter months, the Association contracts with an individual to do snow removal from the main roadway. In the past, he has negotiated with individual homeowners to do their driveways at a very reasonable price. If you are interested in this service, let me know and I will put you in touch with him.

Arlington Woods has a central sewer system that is operated by the Wood County Sanitary Engineer's Office. Individual homeowners are billed \$90.00 each quarter for these services. Information regarding the water purification system in your home can best be obtained by contacting the previous owner. There are a couple of commercial firms who service systems in the woods, and if you would like information on them, don't hesitate to contact me.

The property owners meet as a group in January to discuss matters of interest, elect board members, and socialize. During the remainder of the year, the Board of Directors conducts business on behalf of the Association.

Please do not hesitate to contact any of the following board members if you have questions about life in the woods--we are most happy to have you as a neighbor and would like to help make the transition as easy as possible.

John Kretzshmar, President	Lot #34	686-5511
Roy Clark, Vice President	Lot #9	686-8631
Marsha Frisbie, Secretary	Lot #20	686-8781
Roger Rufener, Treasurer	Lot #21	686-7133
Irma Buron	Lot #19	686-8098
Sandy George	Lot #17	686-6443

Sincerely,

Marsha Frisbie

Marsha Frisbie
Secretary

ARLINGTON WOODS PROPERTY OWNERS' ASSOCIATION

BOARD OF DIRECTORS

December 19, 1983

Present: Buron, Clark, Frisbie, Kretzshmar, Rufener

President, John Kretzshmar, called the meeting to order. Minutes of the last meeting were approved. Roger reported that the association has \$10,820.00 in combined accounts.

Roy reported that the cable TV people he has talked to see some problems in providing the service to Arlington Woods and that it is possible that the association might be asked to provide some funding for the project.

Members agreed to continue the snow removal arrangement with Milt Boxley that has been in effect in past years.

Changes to the Restrictions were discussed and agreed upon. John agreed to discuss these changes with Tom Middleton after which they will be typed and distributed to homeowners prior to the general meeting so that they can be voted upon at that time.

It was agreed that a holiday get-together would be scheduled for December 28 at 7:30 at Kretzshmars; homeowners will be asked to bring a snack-type dish and the association will provide beverages. Notices will be sent out as soon as possible.

The meeting was then adjourned.