01/16/2023

Monday, January 16, 2023 8:00 PM

- 1. Call to Order
 - a. Time: 8:03pm
 - b. Attendance:
 - i. Board BG/JB/DZ/NP/WVK/JS Absent None
 - ii. Public None
- 2. Welcome new Board Members
- 3. Approval of Minutes from Previous Meetings
 - a. Motion to approve: N/A need to send previous minutes out for review
 - b. Second: N/Ac. In favor: N/A
- 4. Public Comments
 - a. No public comments
- 5. New Business
 - a. Election of Officers (all self-nominated)
 - i. President Brett Gorby (all in favor)
 - ii. Vice President Josh Bires (all in favor)
 - iii. Treasurer Julius Suchy (all in favor)
 - iv. Secretary David Zemens (all in favor)
 - v. Board Member Nicole Pasch (all in favor)
 - vi. Board Member Warren Van Kampen (all in favor)
 - b. Appointment of Committee Members
 - i. Architecture Warren Van Kampen (chair) / Kathleen Adams / Jason Waugh / Jason Rosenzweig
 - ii. Utilities Brett Gorby (chair) / Nicole Pasch
 - iii. Bylaw Enforcement Josh Bires (chair)
 - iv. Capital Improvement Planning David Zemens (chair) / Julius Suchy
 - v. Board Planning and Recruitment of Sub-Committees
 - 1. Chair to be responsible for monthly update to Board Members
 - c. Audit Voting
 - We have 77 votes so far to Waive the audit. We need 109 total. We need to solicit 32 more votes to waive the audit. Vote Count spreadsheet attached to the right.
 - ii. Send another community email and FB post. Give deadline of Jan 27th. (Zemens)
 - d. WWTP Operations update
 - i. With a lot of time spent flushing and soaking the membranes they are still managing to treat around 11,500 13,500 gallons a day. We have still needed Plummers to haul daily. Influent flows have been around 36,000 up to 54,000 so we are doing our best to keep as much clean water going out as possible.
 - ii. EQ Pump 1 stopped working last Monday. IAI Mech Services came out to troubleshoot EQ Pump 1 issues on Tuesday and found that the check valve was broken, obstructing the pump, and the grinder at the bottom of the pump was broken off. Mech Svc will need to replace the grinder and put EQ Pump 1 back in

- service (schedule TBD). Rockford Electrical needed to come out and replace the starter inside the control panel for this pump.
- iii. Process Pump 3 is leaking and needs a mechanical seal fixed. Mechanical Services can schedule in the next two weeks. Mech Services quote will be sent to Wendy.
- iv. The gravel driveway is crumbling/deteriorating. Rehab will be done in the spring. Gravel will be added to the holes for now.
- v. During the week of December 19-23rd Saddle Ridge had a missed sample, resulting in 3 sampling parameters being missed for that week. This is a violation and Sierra has reached out to Chris Bauer. IAI has been working on a detailed daily check list that will help to prevent this from happening in the future. Sierra to have draft letter by end of this week.

e. WWTP Facility Updates

- i. IAI prepared list of interim improvements that may be implemented to enhance flow to reduce pumping and hauling.
- ii. Wendy looking into obtaining new membranes to replace current in order to make it through the year.
- f. Saddle Ridge Budgets
 - i. Board Members to review for accuracy and provide agreement to send to EB.
- g. WTP Facility Updates
 - i. Dehumidifiers and new pump has been installed
 - ii. Wendy to contact Plainfield Twp to determine feasibility to hook up to their water.
- h. Legal Agreement w/RPS
 - i. IAI in process of reviewing.

6. Old Business

- a. MIWATERS Account
 - i. MIWATERS currently going through name change and website updates.
 - ii. Create login for general Saddle Ridge HOA board members. (Gorby)
 - 1. Will use treasurer general email for login.
- b. Review open tasks from previous month(s)
 - i. Water pressure discussion (Zemens)
 - 1. Send communication to residents explaining what their options are to boost PSI.
 - 1. Put in parking lot for now.
 - ii. WWTP Cost Sharing Proposal (Gorby)
 - 1. Overall cost estimate
 - 1. IAI has provided cost estimate minus electrical work that still needs to be quoted.
 - 2. Need to work w/EB immediately to determine cost sharing.
 - 3. EB to provide confirmation on what was spent already for Phase 1 costs.
 - 2. IAI to breakout cost estimate to their cost sharing spreadsheet.
 - 3. RPS Cost Sharing (Gorby)
 - 1. Review Bloom Sluggett draft agreement between HOA Board and RPS for final costs.
 - 2. Move forward with getting agreement finalized and signed off by all parties.
 - iii. Eastbrook items for follow-up

- 1. Bury exposed water shut-off valves in residents yards.
- iv. Phase I Improvements
 - 1. New blower has been ordered for replacement for redundant EQ blower (28 week lead time).
 - 1. Ordered 10/25
 - 2. Delivery approx. 05/09/23
- v. Phase II Improvements
 - 1. EGLE Part 41 construction permit
 - 1. Submitted 11/30.
 - 2. IAI met with EGLE and obtained verbal approval to proceed with Phase 2.
 - 3. IAI to follow up with EGLE to push final approval through ASAP.
- c. WTP Improvements
 - i. Filter Media Upgrade Schedule
 - 1. Run pilot test filters (2-3 weeks) Oct 25 Nov 11, 2022
 - 2. Complete findings report (2 weeks) Nov 25, 2022
 - 3. EGLE review/approval (2 months) Jan 27, 2023
 - 4. Lead time from media order (2 weeks) Feb 10, 2023
 - 5. Media installation (1 week each filter) Feb 24, 2023
- 7. By-Law Infractions Bires
 - a. Neighbors parking cars in green space between North/South Saddle Ridge Court Drives
 - i. Have Kathy send Warning Letter to resident.
 - b. Send communication to Amazon about not parking in the main entrance grass or any resident's yards.
- 8. Architectural Van Kampen
 - a. None
- 9. Treasurer Suchy
 - a. Overdue payments (Zemens)
 - Final outstanding payment supposed to clear on 12/15. Need to verify w/Amber.
 - b. Do we need to stagger utility and association fee payments?
 - i. We will see how this year goes, then determine if we need to make any changes.
- 10. Communications Zemens
 - a. Website
 - i. Update Board of Directors (remove Tawni, add Nicole/Warren)
 - ii. Update Committees and Chairs
 - iii. Post meeting minutes from May 2022 and beyond. (Make sure no names are included in past due fees in minutes)
 - b. Newsletter
 - i. River's Edge Park and Dog Park
 - ii. Next Board Meeting details
 - iii. Reminder to clear and salt sidewalks in front of their houses.
 - iv. Audit vote reminder
 - v. Introduce two new board members
 - vi. Remind residents not to park in streets or green spaces.
 - vii. No overnight parking in new tot lot parking spaces.

- 11. Public Comments
 - a. No public comments.
- 12. Set Next Meeting
 - a. Date/Time: 02/13/2023 @ 8pm
- 13. Adjournment
 - a. Time: 9:54 pm

<<Saddle Ridge HOA Meeting Agenda (01-16-23).pdf>>

<<VOTE COUNT.xlsx>>

List of Documents:

ACO

NPDES permit

IAI contract

EB management contract

Excel versions of the budgets

RPS contract

IAI cost estimate

Allocation of costs