

# 12/14/2022

Wednesday, December 14, 2022

8:00 PM

1. Call to Order
  - a. Time: 8:03pm
  - b. Attendance:
    - i. Board - BG/JB/TB/JS/DZ Absent - AL
    - ii. Public - None
2. Approval of Minutes from Previous Meetings
  - a. Motion to approve: JB
  - b. Second: JS
  - c. In favor: All in favor
3. Public Comments
  - a. No public comments
4. New Business
  - a. Operations update
    - i. Davey Johnson conducting daily operations at facility this week while Kaleigh acquires additional training at another facility.
    - ii. Effluent pump had clamps rust off causing backup in the tank. Tank did overflow slightly but new clamps put in place to fix issue.
    - iii. Keller Meier plumbing will replace pressure reducing valve and cutting out backflow valve that is in poor condition and no longer needed.
  - b. WWTP Facility Concerns
    - i. IAI prepared list of interim improvements that may be implemented to enhance flow to reduce pumping and hauling.
  - c. WTP Backwash
    - i. Backwash is the water that is discharged from filter media. High in iron/minerals that need to be treated at WWTP.
  - d. Saddle Ridge Budgets
    - i. Need to review for accuracy
    - ii. Annual Dues on schedule to increase to \$950 for 2023.
  - e. Saddle Ridge Annual Meeting
    - i. Agenda (speaker)
      1. Election for Board of Directors (Kathy)
      2. Sales and closing update for last phase (Kathy)
      3. Review of association budgets and financial reports (WILL NOT REPORT OUT)
      4. Report on status of sewer system (IAI - Sierra or Sara)
      5. Update on Rockford School progress (Mike Cuneo)
      6. Yearly vote for independent audit of year-end financial statements (Gorby)
    - ii. Record meeting minutes (Bires)
    - iii. In need of Board Members
      1. Reach out to fellow neighbors to see if they will join.
  - f. Set up next year's meetings (Gorby)
    - i. 3rd Monday of each month @ 8PM.
5. 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. WWTP Maintenance
  - i. Wendy gave IAI approval on 10/31 to move forward with all these items.
- c. Saddle Ridge bank account
  - i. Need to add Gorby to the Saddle Ridge account - still need to talk to Annemarie (Gorby)
- d. 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. Will IAI give us a recommended communication to send out?
      - 2. See if Eastbrook can work out a special deal for residents to take advantage of if they want a booster pump installed.
  - ii. WWTP Cost Sharing Proposal (Gorby)
    - 1. Final Site Plan Proposal
      - 1. Approved by Algoma Township during 12/13 council meeting
    - 2. Overall cost estimate
      - 1. IAI should have final cost estimate for Phase 1 & 2 by end of this week.
      - 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.
    - 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.
      - 1. Need to compile pictures of each item, then send to Wendy. (Gorby)
        - i. Pictures taken, need to send to Wendy.
  - iv. Well house
    - 1. IAI to confirm timing to add dehumidifiers to the wellhouse.
  - v. End of year Saddle Ridge Meetings
    - 1. EB internal review - 11/16/22
    - 2. EB to send financial reports to board members - 12/04/22
    - 3. Virtual Community meeting - 12/15/22 6pm-8pm
    - 4. Kathy to send US mail fliers out tomorrow 11/22.
    - 5. Election of members (nobody has submitted their name to run)
      - 1. Tawni Brouwer
      - 2. Annemarie Lebioda
  - vi. 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
  - vii. 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.
  - e. 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
    - ii. WTP AOF Questions/Updates – August revision complete, next revision pending filter media upgrade pilot test
6. By-Law Infractions - Bires
    - a. None
    - b. Send communication to Amazon about not parking in the main entrance grass or any resident's yards.
  7. Architectural - Tawni
    - a. None
  8. Treasurer
    - a. Overdue payments (Zemens)
      - i. 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. Will review early next year when payments are due.
    - c. Change HOA email treasurer recipient to Gorby. (Zemens)
      - i. Gmail password is Saddle\$1
  9. Communications - Zemens
    - a. Remove Annemarie as treasurer on Saddle Ridge website.
    - b. Newsletter
      - i. Individual homeowner water pressure information
      - ii. Potentially some Phase 2 items coming up?
      - iii. River's Edge Park and Dog Park
      - iv. Next Board Meeting details
      - v. Reminder to clear and salt sidewalks in front of their houses.
  10. Public Comments
    - a. No public comments.
  11. Set Next Meeting
    - a. Date/Time: Jan 16th, 2023 @ 8pm
  12. Adjournment
    - a. Time: 9:10 pm

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<<Saddle Ridge- RPS Water and Sewer Contract- (00147516xC5C23).docx>>