

03/20/2023

Monday, March 20, 2023

8:00 PM

<<Saddle Ridge HOA Meeting Agenda (03-20-23).pdf>>

1. Call to Order
 - a. Time: 8:05pm
 - b. Attendance:
 - i. Board - BG/JB/DZ/NP/WVK/JS Absent - None
 - ii. Public - None
2. Approval of Minutes from Previous Meetings
 - a. Motion to approve: David to update with additional notes from budget meeting, then send for approval.
 - b. Second: N/A
 - c. In favor: N/A
3. Public Comments
 - a. No public comments
4. New Business
 - a. Q1 Meter Reading (EB)
 - i. Will be read on Tuesday March 21 (weather permitting)
 - b. Turf's Cost Control (Bires)
 - i. Email Kris@turfsareus.com and Amber Monroe for any feedback/concerns.
 - ii. Ask EB how we pay Turfs, what are the terms? Monthly
 - iii. Can we get a monthly invoice to track charges from Turfs R Us? Received
 - iv. Request EB to start sending monthly invoices to the Board to audit costs.
 - c. Saddle Ridge HOA Insurance (Bires)
 - i. Obtain copy of insurance policy.
 - d. Saddle Ridge Budgets (Gorby)
 - i. SR Site Condo Association Budget - APPROVED
 - ii. SR Utility Operations Budget - APPROVED
 - iii. Budgets will be emailed to homeowners by end of the week.
 - iv. How will Q1 rates be charged? New or carryover rates?
 - e. Additional Utility Budget Questions/Actions (Suchy)
 - i. The new quarterly sewer operating charge, what is the intent of this? Is this intended to offset some of Eastbrook's cost?
 - ii. Is that fee projected to go away at some point or it is just an additional cost for residents in perpetuity? Why not just make the other sewer reserve fund charge higher instead of making a new charge?
 - iii. Previous budgets I thought included more years of projections, have we run this out to see what the following 4-5 years look like?
 - iv. Essentially this shows us having zero funds in the sewer reserve fund, how are any improvements going to be paid for related to the plant improvement?
 - v. The 2022 actual expenses which include \$470,640 for biosolids removal, has this been covered by Eastbrook or is the HOA on the hook for this cost? We don't show any income to offset this cost, so I am curious - it was my understanding our exposure was minimal compared to what Eastbrook was paying.

- vi. Need to hold a special public meeting to explain the rate increase to the residents. This is a sizable increase and is not something I would consider "typical". Was this discussed during the budget work session?
 - vii. Ask Mike Cuneo if we can use the RPS Learning Center for this meeting again.
 - f. WWTP Updates (IAI)
 - i. New membranes installed, slight improvement in operations but not good enough.
 - ii. IAI reviewing plan to install Lamella units to install in WWTP to support treatment until SBR system is installed.
 - 1. Will allow construction to begin earlier and allow for easier installation of SBR equipment.
 - 2. Don't have EGLE approval, but will provide drawings/layout of plan for emergency signoff.
 - 3. Will move forward with plan even without EGLE signoff.
 - iii. Investigating replacing Huber screen with 1/8" perforation rather than 1/4" to help remove more solids up front.
 - iv. Construction extension request letter submitted to MiEnviro on 03/16 due to approval delays as well as anticipated construction delays.
 - g. WTP Updates (IAI)
 - i. Wendy pushing for Mark to kick off filter media replacement and upgrades to pump size in well 1 & 2 prior to EGLE final approvals.
 - h. Obtain/share list of documents for Board Members
 - i. NPDES permit
 - 1. Can be obtained from MIEnviro Portal using the Saddle Ridge Login.
 - ii. IAI contract
 - 1. Wendy reported no official contract in place yet, IAI was hired on an hourly basis until new WWTP was put into place.
 - 2. Once in place, we can negotiate a yearly contracted operation management cost.
 - iii. EB management contract
 - 1. Emailed by Kathleen Adams on 02/17.
 - i. RPS Sidewalk Construction
 - i. Beginning in April (weather pending), OAK will begin working on the sidewalk that ties the neighborhood to the roundabout.
 - ii. Direction has been given to remove the fence all the way down to the first tree as you enter the neighborhood.
 - j. Fence Refurbishment
 - i. Do we take railings in good shape and use them to refurbish the fence on the South side of the entrance? Yes, coordinate with neighbors that will help.
 - k. Schedule pothole fixing for early April. (Bires)
 - i. Have EB schedule pothole fixing.
5. Old Business
- a. WWTP Cost Sharing Proposal
 - i. Awaiting cost sharing proposal from EB. Will review once received.
 - ii. Push for EB agreement within 2 weeks of proposal to finalize agreement.
 - iii. Determine if EB already used SR funds for Phase 1 costs.
 - b. RPS - Sanitary Sewer and Water Service Agreement (Gorby)

- i. Update agreement with missing information and prepare to send to RPS for review.
 - c. Phase II Improvements (IAI)
 - i. EGLE Part 41 construction permit
 - 1. Submitted 11/30.
 - 2. IAI had EGLE visit the WWTP last week Wed 03/15 to show the condition it is in to help push for approvals.
 - 3. IAI expects to have approval by end of this week.
 - d. WTP Improvements
 - i. Backwash plan to hook to WWTP
 - ii. Filter Media Upgrade Schedule
 - 1. Run pilot test filters (2-3 weeks) Oct 25 – Nov 11, 2022
 - 2. Complete findings report (2 weeks) Submitted Dec 13, 2022
 - 3. EGLE review/approval of report (2 months) Feb 9, 2022
 - 4. EGLE requested items for permit application. Wendy is scheduling call with IAI and Peerless to discuss next steps.
 - i. Completed permit application and please be comprehensive in page 2 of the permit application for project description.
 - ii. Specification for the media and the well pump.
 - iii. Submit hard copies and email digital copies to EGLE office.
 - iv. Wendy spoke with Bob Masters at Peerless. He will prepare the permit application and specifications requested and submit digital and hard copies to EGLE for approval. No group call needed to be scheduled at this time.
 - 5. Lead time from media order (2 weeks)
 - 6. Media installation (1 week each filter)
6. Parking Lot
 - a. Investigate options for residents to boost water PSI. Ask EB/IAI for help with recommendations.
 - b. Phase I Improvements
 - i. 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
 - c. Eastbrook respond to request to bury exposed water shut-off valves in residents yards.
 - d. 10-year plans
 - i. Hook up to Plainfield Water system
 - ii. Hook up to Plainfield Sewer system - install lift station in SR.
 - e. Finish installation of new tot lot items (picnic table, bench, trash bin)
 - f. Need to re-bid Snow & Lawn contract this year.
 - g. Need to start investigating Condo Management companies (find out when EB plans to leave)
7. By-Law Infractions - Bires
 - a. Send communication to Amazon about not parking in the main entrance grass or any resident's yards.
 - i. Will not pursue, removed from list.
 - b. 2800 South Saddle Ridge

- i. Addition on back of house does not seem to meet bylaw rules.
 - ii. Colors don't match house.
 - iii. Review architecture requests to determine if it was approved or not. (Van Kampen)
 - c. 9700 Sunset Ridge
 - i. Parking in the road everyday
 - ii. Kathy has sent warning letter to residence.
 - 8. Architectural - Van Kampen
 - a. None
 - 9. Treasurer - Suchy
 - a. Overdue Fees
 - i. Request report from Amber for overdue payments
 - 10. Communications - Zemens
 - a. Newsletter
 - i. Next Board Meeting details
 - ii. Notice to stop using construction entrance as main entrance.
 - iii. STOP means STOP when school bus has flashing red lights. Do not go around the bus.
 - iv. STOP at all STOP signs in the neighborhood.
 - 11. Public Comments
 - a. No public comments.
 - 12. Set Next Meeting
 - a. Date/Time: April 25th @ 8:00pm
 - 13. Adjournment
 - a. Time: 9:54pm
- <<East of Bus Loop - Edgerton.pdf>>