

04/23/2023

Sunday, April 23, 2023

8:00 PM

1. Call to Order
 - a. Time: 8:02 pm
 - b. Attendance:
 - i. Board - BG/JB/WVK/DZ/NP/JS Absent - None
 - ii. Public - None
2. Approval of Minutes from Previous Meetings
 - a. Motion to approve: David to review/update minutes from 02/13 & 03/20 meetings, then send for approval.
 - b. Second: N/A
 - c. In favor: N/A
3. Public Comments
 - a. No public comments
4. New Business
 - a. Hydrant Flushing (Gorby)
 - i. Confirm May 11 and 12 will work.
 1. Yes these dates will work.
 2. Have Amber send notice now and the week of.
 - b. Additional Utility Budget Questions/Actions (Suchy)
 - i. This is after the fact. Will answer questions as they come in.
 - ii. Mike Cuneo confirmed we could use the High School to host this meeting if needed.
 - c. WWTP Updates
 - i. IAI does not want to support daily operations of the plant anymore.
 - ii. IAI has requested we find a new operator within 30 days.
 - iii. EB looking at other potential operators to take over
 - iv. Other items (Pasch)
 1. Requested meeting with Algoma Twp
 - i. Investigate potential opportunities to hook up to municipality
 2. Hesco contacting Huber to discuss further improvements
 - i. 2mm perf screen
 - ii. Inline hair tech
 3. Mike Lunn (licensed operator/wastewater expert) willing to look at our system to provide suggestions.
 4. Does F&V run Ada Twp? Yes
 - v. Construction extension request letter submitted to MiEnviro
 1. Extension request was approved, but on for 2 items.
 - i. Receive quotes now needs to be completed by May 31, 2023
 - ii. Begin construction has to commence by June 30, 2023
 - iii. All other completion dates remain the same as the October 4, 2022 extension.
 - iv. Startup of the new system still has to occur by January 31, 2024.
 - vi. Aqua-Aerobics has been given "Authorization to Prepare Engineer's Submittals" form.

1. Basically allows them to proceed with the design of the new SBR system.
- d. WTP Updates (IAI)
 - i. Peerless has been kicked off with a PO to proceed with filter media replacement and well updates.
 - ii. Decision was based on getting all water upgrades finished before irrigation kicks in for the summer.
 - iii. IAI to conduct Hydraulic Study on water system.
- e. Fence Refurbishment
 - i. Bad railing has been replaced with some of the better ones.
- f. Schedule pothole fixing for early April. (Bires)
 - i. Holes are marked, but no work done yet.
- g. Potential Grant and Funding Options
 - i. Michigan Dept of Agricultural & Rural Development
 1. <https://www.michigan.gov/mdard/about/divisions/mdard-leadership-team/office-of-rural-development>
 - ii. USDA
 1. <https://www.rd.usda.gov/programs-services/water-environmental-programs/water-waste-disposal-loan-grant-program/mi>
 2. Need to complete RD Apply
 3. Non-profit Corporation ID #800902895 for Saddle Ridge Site Condominium Association
 - i. Motion to apply for RD Apply: Nicole
 - ii. All support
- h. Review email from Brad Lyons about project "owner" and project delivery.
5. Old Business
 - a. Saddle Ridge HOA Insurance (Bires)
 - i. Obtain copy of insurance policy. (Complete and copy sent to Board Members via email)
 - b. WWTP Cost Sharing Proposal
 - i. Initial proposal received, costs include operational costs.
 - ii. Sent proposal to B&S counsel to review and provide feedback.
 - iii. Requested EB update proposal to only include capital costs.
 - c. RPS - Sanitary Sewer and Water Service Agreement (Gorby)
 - i. Update agreement with missing information and prepare to send to RPS for review.
 - ii. Requested IAI to review updated contract to provide feedback.
 - d. Phase II Improvements (IAI)
 - i. EGLE Part 41 construction permit
 1. Still pending approval.
 - e. 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. None
- 8. Architectural - Van Kampen
 - a. Update architectural request to include colors, material, siding, lighting and landscaping so it is recorded at the time of review/approval.
 - b. Update process to have post-construction approval.
 - c. 3 requests this month (2 approved, 1 pending)
- 9. Treasurer - Suchy
 - a. Overdue Fees (as of 03/28)
 - i. Association Fees - 10 accounts still open
 - ii. Utility Fees - 3 open accounts
- 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.
 - v. Hydrant Flushing dates
 - vi. Request residents to minimize use of garbage disposals.
 - vii. NO FLUSHING WIPES

- viii. Add updates on status of WWTP
 - ix. Tips/Tricks to fix water leaks around the house to help reduce water bill.
 - x. Answers to resident emails
- b. Update 2023 Utility rates and fees on website.
- 11. Public Comments
 - a. No public comments.
- 12. Set Next Meeting
 - a. Date/Time: May 18th @ 8:30pm
- 13. Adjournment
 - a. Time: 9:29pm