

01/21/2024

Sunday, January 21, 2024

8:00 PM

1. Call to Order
 1. Time: 8:05pm
 2. Attendance:
 1. Board - BG/WV/NP/JS Absent - DZ
 2. Public - Dave Quick / Nick Wedberg
2. Approval of Minutes from Previous Meetings
 1. Motion to approve: BG
 2. Second: JS
 3. In favor: All in favor, no oppose
3. Public Comments
 1. Dave Quick - How will we pay for the new sewer? Special assesment on the sewer bill from Plainfield. Amount TBD.
 2. Dave Quick - Why do we plow the construction entrance? It is an exit for school bus and an emergency exit.
 3. Nick W. - The lump sum seems high for sewer system? We are working on quarterly payments as part of sewer bill
 4. Nick W. - What is the % each party is paying? Don't know right now, working on fair deal.
 5. Nick W. - What is cost of cross connection inspection? Similar comparisons are about \$5.
 6. Nick W. - What about fixing paved roads? When Plummers truck are done, we will start to fix roads.
 7. Nick W. - What will happen to current WWTP? Will be decommissioned.
4. New Business
 1. Election of Officers (all self-nominated)
 1. President - Brett Gorby (all in favor)
 2. Vice President - Nicole Pasch (all in favor)
 3. Treasurer - Julius Suchy (all in favor)
 4. Secretary - David Zemens (all in favor)
 5. Board Member - Warren Van Kampen (all in favor)
 2. Appointment of Committee Members
 1. Architecture - Warren Van Kampen (chair) / Kathleen Adams / Jason Waugh
 2. Utilities - Brett Gorby (chair) / Nichole Pasch
 3. Bylaw Enforcement - David Zemens (chair)
 4. Capital Improvement Planning - Julius Suchy (chair)
 5. Board Planning and Recruitment of Sub-Committees
 1. Chair listed is responsible for monthly updates to Board Members during Board Meetings.
 3. Annual Saddle Ridge Homeowners Association Meeting (ZEMENS)
 1. Election of Board of Directors
 1. Still need votes for Gorby.
 2. Reach out to residents who have not voted to ask them to vote.

2. Independent Audit Voting
 1. Still need votes for audit.
 2. Reach out to residents who have not voted to ask them to vote.
3. Send another community email and FB post. Give deadline of TBD.
4. Saddle Ridge Utility Budget (SUCHY)
 1. Need to finalize and obtain agreement from EB.
 2. Send email to Blake asking advice how to handle the EB request to terminate by August. (GORBY)
5. Condo Management Companies (SUCHY)
 1. Seek out and quote Condo Management companies
 2. EB has hinted they will be out by August.
 3. Obtain service contact from EB and create new one for new management companies to quote against.
6. Architectural Request Process Flow (VAN KAMPEN)
 1. Create architecture process flow so it can be published and followed going forward.
 2. Ex. Review bylaws and guidelines -> fill out request -> committee review -> Board Review at monthly meeting
 3. Review guidelines and update as necessary.
7. Clear sidewalk at W. Morgan and Sunset
 1. Send warning letter to resident to clear sidewalk.
5. Old Business
 1. WWTP Updates (GORBY/PASCH)
 1. Normal influent is around 30,000 GPD up to a MAX of 40,000 GPD.
 2. Latest performance is around 2,000 GPD on a good day, but 1,000 GPD on a bad day.
 3. New EQ blower has been installed and wired to work properly.
 4. New membrane cleaning protocol using oxalic acid to clean and backwash membranes implemented.
 5. VFD in lift station pumps to be installed on Tuesday 01/23 to control flow of waste into Huber and avoid overflow bypass.
 6. Automated strainer to be installed early February. This should help further intercept larger debris before going to membranes.
 7. Once strainer is installed, we will clean out equalization tank and bioreactors and install new membranes in bank #1.
 8. Hoping to improve processing capacity to match daily inflows of 35,000 GPD.
 9. EB submitted request to Modify ACO to EGLE to change plans for NKSA hook up instead of new plant.
 2. Connect to NKSA (GORBY/PASCH)
 1. Final engineering plans being completed and costs to be confirmed.
 3. RPS - Sanitary Sewer and Water Service Agreement (GORBY)
 1. Still need F&V feedback to complete agreement details.
 4. WTP Improvements (GORBY/PASCH)
 1. New chloring pump has been fully installed with variable flow control.
 2. Air relief valve was leaking, new one installed.
 3. Backwash Plans

1. Peerless Midwest currently completing engineering work on assorted options for discharge of backwash water.
2. Excel Engineering currently working on routing of where to tie in backwash water into sewer system.
3. P&N and NKSA confirming maximum flow from backwash is within capacity of new sewer system.
4. Water Tank Maintenance
 1. Coordinating several maintenance items to complete over the next year to complete ACO requirements.
 - a. High pressure water clean and overcoat the exterior roof
 - b. Coat the foundation to prevent deterioration
 - c. Caulk between the steel baseplate and concrete foundation
 - d. Install an exterior roof handrail
 - e. Overflow discharge modification
 - f. Install a wet interior roof hatch gasket
 - g. Install deflector bars on the fill/draw pipe
 - h. Install a cathodic protection system
 - i. Install a fall prevention device on the exterior ladder
 - j. Reinstall the loose section of the recirculation line
 - k. Cut back the trees rubbing on the tank (this will need to be coordinated by the owner prior to the tank work)
 2. Dixon quote came in at \$14,200.
 - a. Wendy kicked them off with purchase order.
5. Hydraulic Study of Distribution System (GORBY/PASCH)
 1. F&V engineering approved to proceed with their evaluation of the study to determine what recommendations they have.
6. Speed Limit Signs (TBD)
 1. Request is to put 4 speed limit signs up in Phase 3 section, 2 where new pavement starts and 2 where the road turns North.
 2. EB agreed to do this, need to determine if it is completed yet or not.
7. Fallen trees (GORBY)
 1. Coordinate group of volunteers to trim up some of the other smaller fallen trees rather than paying Turfs to take care of.
8. Solar Panel residential survey (ZEMENS)
 1. Need summary of responses to review during next Board meeting.
9. Cross-connection program implementation (GORBY/PASCH)
 1. Literature included in newsletter already.
 2. F&V to write up the specifications of what is required, then EB can obtain competitive quotations from plumbers to complete this task.
 3. HOA will review quotes and choose preferred plumber at discounted rate to perform all the inspections.
 4. Recertification will be required every 3 years starting in CY2024.
 5. Need to update HOA bylaws to specify this requirement.
 6. Individual homeowners to schedule inspection and pay for services at that time.
6. Parking Lot

1. Potential Grant and Funding Options
 1. On hold - awaiting updated cost estimate from P&N.
 2. Spoke with representative from Dept of Agriculture. He contacted Blake. Needs to know who is the applicant for this loan.
 3. Will confirm once engineering plans and ownership has been finalized.
2. Investigate options for residents to boost water PSI. Ask EB/F&V for help with recommendations.
3. Investigate hooking up to Plainfield Water system
4. Determine and set 5-year budget plan for utilities and association fees.
5. Make annual start of summer party an HOA sponsored event.
6. Review plans to flush out storm sewer drains.
7. Review modifications to the by-laws to allow installation of Solar Panels.
8. Obtain quotes for 2024 X-mas light decoration in the main entrance.
9. HOA Board incentive (waive annual association fee for Board members)
 1. The Board could be compensated through the waiver of HOA site fees, that would be permissible under nonprofit corporation law and your bylaws. However, under Section 4.10 of the Bylaws, it would require an affirmative vote of 60% of the co-owners. It could not be done just by Board action.
7. By-Law Infractions (ZEMENS)
 1. 2734 W. Morgan, Gregory - 2 trailers in driveway and yard.
 1. Kathleen issued warning letter.
8. Architectural (VAN KAMPEN)
 1. APPROVED REQUESTS
 1. Hannila, 2697 W. Morgan Trl NE - Fence
 2. PENDING
 3. UNDER CONSTRUCTION
 4. DENIED
9. Treasurer (SUCHY)
 1. Overdue Fees (as of 12/07)
 1. Association Fees - 1 overdue
 2. Utility Fees - 10 overdue
 3. Amber to add late fees and send reminders on Monday.
10. Communications (ZEMENS)
 1. HOA Emails to Address
 1. One general complaint email
 1. Gorby provided suggested response on 01/17. Board agrees to send response.
 2. Newsletter (no more than 2 weeks after board meetings)
 1. Next Board Meeting details
 2. Status updates on WWTP
 3. Homeowner Q&A's
 4. Seasonal reminders for clearing sidewalks of ice and snow.
 5. No parking overnight especially when it starts snowing.
 3. Website
 1. Update Board of Directors (remove Bires)
 2. Update Committees and Chairs
 3. Post meeting minutes from December HOA Board Meeting.

4. Post meeting minutes from Saddle Ridge HOA Annual Meeting.
 4. Entrance Xmas Lights & Stockings
 1. Ask volunteers to take down the lights and stockings at the entrance.
11. Public Comments
 1. Nick W. - Agrees that community meeting would be best to communicate sewer costs.
 2. Dave Q. - Agrees with Nick above.
12. Set Next Meeting
 1. Date/Time: February 25th, 2024 @ 8:00pm
13. Adjournment
 1. Time: 9:06pm