

# 12/17/2023

Sunday, December 17, 2023

8:00 PM

<<Saddle Ridge HOA Meeting Agenda (12-17-23).docx>><<Late Invoices 12-7-23.pdf>>

1. Call to Order
  1. Time: 8:06pm
  2. Attendance:
    1. Board - BG/JS/WV/DZ/NP/JB Absent - None
    2. Public - None
2. Approval of Minutes from Previous Meetings
  1. Motion to approve: BG
  2. Second: WV
  3. In favor: All in favor, no oppose
3. Public Comments
  1. None
4. New Business
  1. Annual Saddle Ridge Homeowners Association Meeting Proposed Agenda
    1. Election of Board of Directors
      1. Seeking 1 nominee to run for Board of Directors.
      2. Gorby/Bires terms are expiring the year. Gorby running for re-election, Bires is not.
    2. Sales and closing update for last phase
      1. Eastbrook to provide updates.
    3. Report on status of sewer system.
      1. F&V to provide updates on Water Plant and current status of WWTP.
      2. Update on status on hookup to NKSA
        - a. Engineering
          - i. Finalizing design for lift station and forced main.
        - b. Regulatory
          - i. 5 municipalities included in NKSA have fully approved connection of Saddle Ridge and RPS Elementary school
          - ii. Meeting with EGLE to modify ACO for this new direction.
          - iii. Next step - expand Plainfield sewer service boundary map to include SR and Edgerton Trails elementary school.
        - c. Financial
          - i. Will get firm quotes once engineering design is complete.
          - ii. Preliminary connection fee to NKSA is estimated to be \$8,920 per home based on 80 foot of frontage.

- iii. Initial total project cost estimate from Prein & Newhof presented to the Plainfield Board was in the amount of \$2,991,300.
    - iv. There are current operational costs that are required to keep our current system running until we are able to fully connect to NKSA. These costs are being collected and the cost sharing will be negotiated between Eastbrook and the Saddle Ridge HOA.
    - v. Plainfield verbally agreed to finance the new construction and connection costs for residents by way of a special assessment on individual sewer bills over an agreed upon period of time. Terms to be confirmed at a later date.
  - d. Timeline
    - i. Construction will be starting soon and target completion is prior to elementary school starting next fall.
    - ii. There should be minimum disruption to residents during this construction.
- 4. Review of association budgets and financial reports.
- 5. Update on Rockford School progress
  - 1. Touch on presentation.
- 6. Yearly vote for independent audit or independent review of association's year-end financial statements.
- 7. Q&A session, then adjourn
- 2. Incentive to be on the Board
  - 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.
  - 2. Added to parking lot.
- 3. IAI Liens
  - 1. EB funded escrow account that will remove liens from resident's homes.
- 4. Wastewater Transport Agreement (GORBY/PASCH)
  - 1. Need to get agreement finalized and signed off.
- 5. Budget for Holiday Lights in CY2024
  - 1. Board decided not to take this on for CY2024, but will consider doing this for next year.
  - 2. Added to site budget for 2024 and beyond.
- 6. Solar Panel residential survey (ZEMENS)
  - 1. Survey sent out with this past month's newsletter.
  - 2. Put together summary of responses to review during next Board meeting.
- 7. Cross-connection program implementation
  - 1. Will require all homeowners to have backflow preventor tested and certified.

2. HOA normally chooses a single preferred plumber at a discounted rate to perform all the testing.
  3. Required to do this certification every 3 years. We must start in 2024.
  4. Needs to be included in the budget.
  5. Need to update HOA bylaws to specify this requirement.
  6. F&V to write up the specification of what is required. Then have EB obtain 3 quotes from plumbers to complete this task.
5. Old Business
1. Solar Panels (VAN KAMPEN)
    1. Requests have been officially denied.
    2. Set up survey for resident's feedback about adding solar panels to bylaws or not. (ZEMENS)
  2. WWTP Updates (GORBY/PASCH)
    1. Normal influent is around 30,000 GPD up to a MAX of 40,000 GPD.
    2. Latest performance is round 7,000 GPD by changing some settings and doing auto-cleaning every 2 minutes.
    3. New EQ blower has been installed, but still need electrician to wire it to work properly.
    4. Automated strainer to be ready by February. This will be last attempt to minimize pump and haul that is required.
    5. Met with EGLE to discuss amendments to the ACO. They are on board.
    6. EGLE says we need to avoid any further violations or else we will have to pump and haul 100%.
  3. Connect to NKSA (GORBY/PASCH)
    1. Each of the 5 member communities have voted to pass the resolution allowing the expansion.
    2. Final engineering plans being completed and costs quoted.
  4. RPS - Sanitary Sewer and Water Service Agreement (GORBY)
    1. RPS provided answers to remaining questions.
    2. Request F&V feedback to complete agreement details.
  5. WTP Improvements
    1. New chloring pump has been installed. Getting quote for electrician to wire pump for variable flow control.
    2. Still need to confirm plans for backwash to hook to WWTP
    3. Coordinating several maintenance items to complete over the next year to complete ACO requirements.
      1. High pressure water clean and overcoat the exterior roof
      2. Coat the foundation to prevent deterioration
      3. Caulk between the steel baseplate and concrete foundation
      4. Install an exterior roof handrail
      5. Overflow discharge modification
      6. Install a wet interior roof hatch gasket
      7. Install deflector bars on the fill/draw pipe
      8. Install a cathodic protection system
      9. Install a fall prevention device on the exterior ladder
      10. Reinstall the loose section of the recirculation line
      11. Cut back the trees rubbing on the tank (this will need to be coordinated by the owner prior to the tank work)

6. Hydraulic Study of Distribution System
    1. F&V engineering approved to proceed with their evaluation of the study to determine what recommendations they have.
  7. Speed Limit Signs (BIRES)
    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.
  8. Fallen trees (BIRES)
    1. Coordinate group of volunteers to trim up some of the other smaller fallen trees rather than paying Turfs to take care of.
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. Seek out and quote Condo Management companies (find out when EB plans to leave)
  5. Determine and set 5-year budget plan for utilities and association fees.
  6. Make annual start of summer party an HOA sponsored event.
  7. Review plans to flush out storm sewer drains.
  8. Review modifications to the by-laws to allow installation of Solar Panels.
  9. Obtain quotes for 2024 X-mas light decoration in the main entrance.
  10. 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 (BIRES)
1. None
8. Architectural (VAN KAMPEN)
1. No new requests this month.
  2. Create architecture process flow so it can be published and followed going forward.
9. Treasurer (SUCHY)
1. Overdue Fees (as of 12/07)
    1. Association Fees - 1 overdue
    2. Utility Fees - 18 overdue
    3. Have Amber follow up with the overdue accounts.
  2. 2024 Budget Planning
    1. 2024 Saddle Ridge Site Budget
      1. Review 2024 HOA Site Budget (SDLR SITE BOARD (12-17-23))
      2. Motion to approve: JS
      3. Second: JB

4. All in favor: All in favor, no oppose
  2. 2024 Saddle Ridge Utility Budget
    1. Julius to request EB to consider using last year's budget proposal of 2024.
10. Communications (ZEMENS)
  1. HOA Emails to Address
    1. None
  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.
    6. New Board member introduction
    7. Recap from annual meeting
    8. Q&A from annual meeting
    9. Volunteers who decorated the entrance this year with X-mas lights did a good job.
  3. Website
    1. Can only post meeting minutes after approval from the following month's meeting.
11. Public Comments
  1. None
12. Set Next Meeting
  1. Date/Time: January 21, 2024 @ 8pm
13. Adjournment
  1. Time: 10:03pm