

06/09/2024

Sunday, June 9, 2024

8:00 PM

<<Saddle Ridge HOA Board Mtg Agenda (06-09-24).docx>>

1. Call to Order
 1. Time: 8:03 pm
 2. Attendance:
 1. Board - BG/JS/NP/DZ/WV Absent - None
 2. Public - Suzette 616-901-8566
2. Approval of Minutes from Previous Meetings
 1. Motion to approve: Julius
 2. Second: Nicole
 3. In favor: All in favor (No oppose)
3. Public Comments
 1. None
4. New Business
 1. Saddle Ridge - MOU - West Michigan Development
 1. Important items to review/discuss
 1. Section 1a - WMD cover current operational cost until midnight July 31, 2024.
 - a. Propose the EB covers cost of operational deficiencies including pump and haul up to [August 31st](#).
 2. Section 1b - HOA responsible for costs starting August 1, 2024.
 - a. Change date to [September 1st](#), HOA responsible for costs afterward.
 3. Section 1d - Engineering costs under North Kent Agreement for feasibility (\$184,247)
 - a. OK as long as Eastbrook take on 100% of ACO costs.
 - b. Need to confirm cost and update Allocation of Cost spreadsheet.
 4. Section 3 - Agreement on project costs
 - a. Do we need to update the percentages? Currently says 66% and 33%.
 5. Section 4 - Water connection fee from RPS to be turned over to WMD.
 - a. Mark provided cost breakdown.
 - b. Plan to keep RPS fee in order to fund future improvements.
 - c. Propose EB to cover past costs.
 6. Section 5 - ACO costs will be split 50/50.
 - a. EB to take on 100% since this is part of the old system.
 7. Section 9 - WMD to contribute \$XXXXX amount for Water System capital improvements identified in hydraulic analysis study.
 - a. [Will remove this section if EB agrees to all our other modifications.](#)

8. Section 9 - Letter of Credit Obligations
 - a. Need further clarification on this item....what is the letter of credit taking care of?
 - b. Is this for the new system or old system? If new, should be Plainfield; if old should be Eastbrook?
9. Section 11 - Litigation with IAI
 - a. Propose that HOA does not participate or get any payment from monies awarded by judgement. EB will take on legal suits themselves for reimbursement for past monies.
2. Connect to NKSA (GORBY/PASCH)
 1. Part 41 permit for NKSA hookup has been approved by EGLE.
 2. Review Allocation of Costs Spreadsheet
 3. Current schedule will allow for temporary pumping by mid-October when force main is completed.
 4. Pre-construction meeting held 05/30 at Plainfield Twp building.
 5. Construction timeline provided, work in neighborhood will be Sept-Oct timeframe.
3. RPS - Sanitary Sewer and Water Service Agreement (GORBY)
 1. Review RPS Cost Justification Spreadsheet.
 2. Requested F&V to sign letter confirming costs.
 3. Once received, we can send final breakdown to RPS for closure.
4. Neighborhood Meeting
 1. Schedule meeting with neighborhood residents to get them up to speed with current costs situation.
 2. Find out what Blake's availability is for this meeting.
 3. Determine if meeting is in person or virtual, or can we do hybrid with both.
 4. Reach out to Algoma Twp to see if we can use a meeting room. (SUCHY)
5. Brown Water Complaints
 1. Two residents on West Morgan complained of brown water.
 2. F&V did flush the system.
 3. One complaint from North Saddle Ridge Ct came in this week.
5. Old Business
 1. Road repair (potholes) (GORBY)
 1. Still not complete, waiting for Wendy to respond. She is currently on vacation.
 2. Saddle Ridge 2024 Utility Budget (SUCHY)
 1. Amber provided actual numbers for 2023.
 2. Need to create budget that shows new management company starting September 1st.
 3. Condo Management Companies (SUCHY)
 1. Need to have new management company start September 1st.
 2. Review prospective companies and costs.
 3. Schedule some meeting with each company to clarify any questions and get better understanding of their services.
 4. WWTP Updates (GORBY/PASCH)
 1. Currently getting 14,000 GPD max; average of 5,500 GPD

5. WTP Improvements (GORBY/PASCH)
 1. Backwash Plans
 1. Peerless Midwest submitting Part 41 permit to EGLE to proceed with construction.
 2. Update NKSA and P&N when these plans are finalized.
 3. Feasibility Study and Design quote from F&V came in at \$18,300.
 2. Water Tank Maintenance
 1. Dixon to start all major maintenance in September.
 2. Residents cannot irrigate lawns once this maintenance is started.
 3. Fedewa out of Hastings was awarded this job @ \$74,899.
 4. Stephanie working on getting all contract documents ready for all parties to sign off.
6. Speed Limit Signs (GORBY)
 1. Signs completed, Wendy to schedule installation when she is back from vacation.
 2. Direction was to put them at the start of Phase 3.
7. Solar Panel Guidelines (VAN KAMPEN)
 1. Proceed with drafting guidelines to include in bylaws for solar panel installations.
 2. Email was sent to Board members to review to provide feedback prior to next month's meeting.
8. Cross-connection program implementation (ZEMENS)
 1. Confusion on actual costs and how Kellermeier Plumbing is scheduled to complete these inspections.
 2. Work with Wendy and/or Kellermeier to determine what we need to do to get this going.
 3. Need to update bylaws to specify this requirement every 3 years starting in CY2024. Send to Blake.
6. Parking Lot
 1. Potential Grant and Funding Options
 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)
 10. Adding speed bumps to Sunset.
 11. Plan for digital meter readings to avoid having to manually take readings from each house.
 12. Jet out storm sewer system
7. By-Law Infractions (ZEMENS)
 1. None
8. Architectural (VAN KAMPEN)

1. APPROVED REQUESTS - 0
2. PENDING - 0
3. UNDER CONSTRUCTION - 0
4. DENIED - 0
9. Treasurer (SUCHY)
 1. Overdue/Outstanding Dues (as of 06/06)
 1. Association Fees - 16 outstanding balances
 2. Utility Fees - 3 overdue
10. Communications (ZEMENS)
 1. HOA Emails to Address
 1. Street sign for East Morgan / Sunset
 2. Storm drain flooding back yard complaint
 1. Sunset Ridge Dr NE
 2. Will have F&V take a look to see if it is an issue related to storm sewer infrastructure.
 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. Cross connection inspection updates
 5. September ban on irrigation due to water tank maintenance reminder.
 6. Pothole filling
 7. WWTP Neighborhood Meeting
 3. Website
 1. Add April & May meeting minutes.
11. Public Comments
 1. Do we have a liaison between neighborhood and school?
12. Set Next Meeting
 1. Date/Time: July 15 @ 8:00pm
13. Adjournment
 1. Time: 9:19 pm