

07/14/2024

Sunday, July 14, 2024

8:00 PM

<<Saddle Ridge HOA Board Mtg Agenda (07-14-24).docx>>

1. Call to Order
 1. Time: 8:05pm
 2. Attendance:
 1. Board - BG/NP/WV/JS Absent - DZ
 2. Public
 1. 517-507-1495 Crystal Kuzma
 2. 616-450-4318 Nika Zannini
 3. Tawni Brouwer
 4. 231-286-4922 David Majeski
 5. 616-581-0872 Mike Cook
 6. 616-699-8455 Catherine DeBerti
 7. 616-866-1286 Jason McRell
 8. Rick Berta
 9. 231-301-0844 Robert Dault
 10. 231-633-0682 Christina/John Hopps
 11. 630-207-5736
 12. 616-410-8465
2. Approval of Minutes from Previous Meetings
 1. Motion to approve: NP
 2. Second: JS
 3. In favor: All in favor (no oppose)
3. Public Comments
 1. Several brown water complaints
 2. Concern with construction entrance being used
 1. Consider locking gate.
 2. Research if we need the 2nd entrance or not.
 3. Cross connection inspection
4. New Business
 1. Saddle Ridge - MOU - West Michigan Development
 1. Agreement has been finalized and signed by both parties as of 07/01/2024.
 2. Corporate Resolution
 1. The Board took an electronic vote to approve the agreement, but for record keeping sake, we will want to utilize a corporate resolution to memorialize the vote. The corporate resolution can be signed by the Corporation Secretary were indicated and placed in the Corporation's records
 2. Connect to NKSA (GORBY/PASCH)
 1. Review Allocation of Costs Spreadsheet
 2. Current schedule will allow for temporary pumping by mid-October when force main is completed.

3. Construction timing has changed, Deans will start the project in the neighborhood and be done by mid-August.
4. Deans will be completely out of the area prior to Water system maintenance starts in September.
3. RPS - Sanitary Sewer and Water Service Agreement (GORBY)
 1. F&V declined to sign letter confirming costs.
 2. HOA completed signed letter and provided to RPS on 06/23.
 3. School Board is taking up the RPS agreement on Monday 07/15 at its meeting.
 4. Latest feedback confirmed the proposal made it through the finance committee a couple weeks ago.
4. Neighborhood Meeting
 1. Discuss agenda.
 1. How did we get here?
 2. Explanation of transfer of ownership from EB to HOA. (BLAKE)
 3. Financing through Plainfield (GORBY)
 4. Allocation of Costs Summary (GORBY)
 5. General Construction Schedule and Updates (PASCH)
 6. Detailed description of temporary pumping plans and de-commissioning of the current building (PASCH)
 7. New Management Company (SUCHY)
 2. Blake will be available for this meeting in person.
 3. Will be held at Algoma Twp Monday July 15th at 7pm - 9pm.
5. Brown Water Complaints
 1. Concern submitted from 9840 Sunset Ridge Drive NE.
 2. Stephanie was to visit the home week of 07/08....waiting for update.
 3. As first step, we have to get all cross connection inspections completed to confirm no back flow issues.
 4. Potentially could be internal water systems in the residents house that could be their specific service lines causing issues.
 5. F&V has been doing additional flushing to help clear system.
5. Old Business
 1. Road repair (potholes) (GORBY)
 1. Completed, missed areas fixed.
 2. Superior to fix storm sewer issue at 2884 S. Saddle Ridge Ct.
 2. Saddle Ridge 2024 Utility Budget (SUCHY)
 1. Need to create budget one new management company starts in August.
 3. Condo Management Companies (SUCHY)
 1. New management company to start on August 1st per agreed MOU.
 2. Review 3 prospective companies and costs.
 1. Urban Monarch - \$8/unit
 2. Cornerstone - \$7.95/unit + \$495 per meter reading
 3. BVW - \$8/unit
 3. Board conduct vote on who to award business to:
 1. Motion to award: Gorby to award Urban Monarch
 2. Second: WV
 3. In favor: All in favor (no oppose)

4. Schedule meeting for the week prior to 07/31 with new management company, Board and Eastbrook.
4. WWTP Updates (GORBY/PASCH)
 1. Currently getting 10,000 - 15,000 GPD max.
 2. Will be managed by EB up through 08/31.
 3. From 09/01 to temp pump hookup, will be managed by Plainfield Twp.
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. EGLE has approved the Part 41 permit for this maintenance.
 2. Dixon to start all major maintenance in September.
 3. Contractor page signed off by Gorby. Awaiting final copy of complete contract with signatures from Dixon.
 4. Increase communication to residents about the irrigation ban during September.
6. Solar Panel Guidelines (VAN KAMPEN)
 1. Any issues with proposed guidelines?
 2. Next steps, update HOA bylaws with new guidelines.
7. Cross-connection program implementation (ZEMENS)
 1. David working to get all residents signed up, collecting their payments and getting the scheduled.
 2. Inspections will be starting this week.
 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. Update bylaws to include cross connection inspection requirements every 3 years.
 9. Obtain quotes for 2024 X-mas light decoration in the main entrance.
 10. HOA Board incentive (waive annual association fee for Board members)
 11. Adding speed bumps to Sunset.
 12. Plan for digital meter readings to avoid having to manually take readings from each house.
7. By-Law Infractions (ZEMENS)
 1. None
8. Architectural (VAN KAMPEN)

1. APPROVED REQUESTS - 0
2. PENDING - Reach out to 2 houses putting in new decks to request their submittal.
3. UNDER CONSTRUCTION - 0
4. DENIED - 0
9. Treasurer (SUCHY)
 1. Overdue/Outstanding Dues (as of 07/12)
 1. Association Fees - 6 overdue (\$6,375.00)
 2. Utility Fees - 18 overdue (9,187.36)
10. Communications (ZEMENS)
 1. HOA Emails to Address
 1. Visitor to neighborhood blew out 2 tires after hitting a deep pothole. Looking for reimbursement?
 1. Respond back that we are sorry but will not be financially responsible for the tire damage.
 2. Street sign for East Morgan / Sunset were found in the well house wrapped in plastic. Wendy to coordinate installation.
 3. Weeds in the common landscaping. Amber to connect with Tricia from Simply Gardens LLC to confirm the service will be provided this year.
 1. PO was provided to Tricia, weeds taken care of.
 4. The residence at 9905 Sunset Ridge had a concern of a hole in their back yard, holding water. There is what appears to be a 4" corrugated plastic pipe in the yard that has a hole in the pipe that is full of dirt. The direction of the pipe isn't clear. There is another hole with standing water in the back yard of 9911 Sunset Ridge Road and that has what appears to also have a 4" corrugated pipe going to it. If that is the case the ground is too high to let it drain off.
 1. Ask F&V to give us their opinion on what it is.
 2. Verify if this tile is on any sort of easement or not.
 3. If not, tile is on residents personal property, they are responsible to fix, HOA cannot be held responsible.
 5. Broken curbing along the roads from new construction along 9294 Sunset Rdg Dr. Miles from EB saying they are not responsible.
 1. Gorby to send email to Eastbrook asking them to address this issue.
 6. Plumbers complaining about an 8-10 year old boy sneaking into the fence when they are there and even climbing the fence.
 1. Clarify with homeowner on when the boy can associate with who is there.
 2. Newsletter (no more than 2 weeks after board meetings)
 1. Next Board Meeting details
 2. Homeowner Q&A's
 3. Cross connection inspection updates
 4. September ban on irrigation due to water tank maintenance reminder.
 5. WWTP Neighborhood meeting highlights
 6. Introduction to new management company
 3. Website
 1. Add June meeting minutes.

11. Public Comments

1. David Majeski - Dean's will be removing fence during construction.
2. Crystal Kuzma - Meeting tomorrow is Saddle Ridge neighborhood only.
3. Nika Zannini - submitted the complaint for the curb, entire cul-de-sac needs to be repaired.

12. Set Next Meeting

1. Date/Time: Aug 19th @ 8pm

13. Adjournment

1. Time: 9:32pm

<<Saddle Ridge MOU - West Michigan Development - Final (Signed 07-01-24).pdf>><<Saddle Ridge - Corporate Resolution - MOU Adoption.pdf>>