

# 09/15/2024

Monday, September 16, 2024

8:00 PM

<<Saddle Ridge HOA Board Mtg Agenda (09-16-24).docx>>

1. Call to Order
  1. Time: 8:02pm
  2. Attendance:
    1. Board - BG/WV/NP/JS/DZ/TK Absent - None
    2. Public -
      1. 616-581-0872 Mike Cook
      2. Peggy Frizzo
      3. 616-304-6913 Jeff Olson
      4. 616-914-6319 Todd Cates
2. Approval of Minutes from Previous Meetings
  1. Motion to approve: JS
  2. Second: DZ
  3. In favor: All in favor (no oppose)
3. Public Comments
  1. Mike Cook - No comments
  2. Peggy Frizzo - Tree replacements that were removed due to construction
  3. Jeff Olson - Status of water plant maintenance ; should be done by Friday.
  4. Todd Cates - No comments (joined late)
4. New Business
  1. Joe Kwiatkowski
    1. Requested copy of insurance, did it get sent? Yes, David sent.
    2. Any other information needed to send to Joe? No.
  2. Stop Sign Replacement (KOHL)
    1. Sign at main entrance was damaged by downed lines.
    2. Currently put up and pieced back together as best they could.
    3. Need to replace with a new one.
  3. Pump and Haul (GORBY)
    1. Plummers was given contact at Plainfield to send invoices to as of Sept 1st.
    2. Plummers to send them directly to the Accounts Payable department at [ap@plainfieldmi.org](mailto:ap@plainfieldmi.org).
  4. Corporate Transparency Act (ALL MEMBERS)
    1. All Board members received an email on 09/11 with CTA information attached.
    2. This was enacted to combat any money laundering and financial crimes by increasing transparency.
    3. Upcoming filing deadline is January 1st, 2025.
    4. UM will sign engagement letters with Varnum Law on 09/20 to begin this process.
    5. All Board members will receive detailed letter from Varnum how to securely submit your information.

6. It is strongly encouraged to complete this task as soon as you receive the letter.
5. Replace Trees due to Construction Removal (ZEMENS)
  1. Obtain cost estimate for tree replacement.
6. School Traffic in Main Entrance (PASCH)
  1. Several complaints about people parking in the entrance drive for school drop-off and pickup.
  2. Add to neighborhood communication letter again.
  3. Consider adding signage about no parking along the entrance.
  4. Add to Facebook page also.
  5. Reach out to Tanya to see if public safety officers could help with this situation.
  6. Or connect with Rockford school resource officer to help also.
7. Meter Readings
  1. Will be completed on 09/23.
  2. Will need to calculate 2/3 of the bill and send check to EB for months of July and August.
  3. Plan to take another meter reading once force main is activated for use.
8. Annual Meeting
  1. Determine date and time and get notifications to residents.
5. Old Business
  1. Construction Entrance (GORBY)
    1. Future plans - keep and lock so it is only used for emergencies.
    2. Must keep in order to have secondary entrance in case main entrance becomes blocked or impassable.
    3. Consider moving gate further west down the path so natural barriers (trees) can be used to prevent driving around it.
    4. Investigate adding additional signage (No outlet, sign on gate saying emergency vehicles only, etc.)
    5. Send request to Apple Maps and MapQuest to restrict access through this entrance.
    6. Waze and Google Maps already shows correct route.
    7. Look into breakaway barriers to install at the cul-de-sac entrance.
    8. Remove old sign and put new sign up that states "Emergency Vehicles Only"
  2. Lighting Assessment (SUCHY)
    1. Currently, only Phase 1 houses have gotten the letter from Algoma Twp.
    2. Our lighting district must go through this process and we cannot deal directly with Consumers.
    3. Julius to follow up with Kevin Green to get additional information.
    4. See if we can get Saddle Ridge all under one single district.
    5. Also find out if Consumers can switch out to LED lights for better efficiency.
  3. Connect to NKSA (GORBY/PASCH)
    1. De Witt Trenching will continue to directionally drill force main pipe along Woven Avenue between Bent Tree Ridge and 10 Mile Road.

2. Dean's pipe crew will be back on site and work on installing an air release structure along Wolven Avenue, just north of Hopewell Drive, and connect the drilled sections of pipe together.
4. Sewer Assessment Addendum from EB (ZEMENS)
  1. Several homes sold with Addendum saying EB would be responsible to pay for any special assessment for the sewer investment.
  2. Need to have homeowners check their sales agreements to determine who has these addendums.
  3. Homeowners will need to deal directly with EB for this payment.
5. Neighborhood Meeting (ZEMENS)
  1. Saddle Ridge HOA Sanitary Sewer Project Cost Meeting Summary
  2. Latest revisions added by BG on 08/17.
  3. Any other feedback or modifications needed? If no, upload document to website.
6. Bylaw Updates Needed
  1. Solar panel guidelines
  2. Cross connection inspections required every 5 years
  3. Removing EB from contract language
  4. Easement language
  5. Porta-john restrictions
  6. Hydrant permit required to pull water out
  7. No grass clippings in the roadways
7. Mulch in the Old Tot Lot (KOHL)
  1. UM to contact Turfs to see if they refreshed this mulch this year.
8. Saddle Ridge 2024 Utility Budget (SUCHY)
  1. Work with UM to finalize draft budget for 2024, need to finalize and approve then send to residents ASAP.
  2. Work with UM to create new budget for 2025-2030.
9. WWTP Updates (GORBY/PASCH)
  1. F&V working to keep treatments going until temp pump is installed and working.
  2. Plumbers has been pumping/hauling most of sewage.
  3. EGLE in process of reviewing the proposed amended ACO.
  4. Need to continue with this process until we start using the force main sewer line.
  5. At that time, we can put in a request to terminate the permit mid-cycle.
10. 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.
    4. Work with F&V to determine next steps.
  2. Water Tank Maintenance
    1. Work has started as of 09/06.
11. Solar Panel Guidelines (VAN KAMPEN)

1. Request UM review guidelines with their legal counsel to provide any feedback.
  2. If no issues, update HOA bylaws with new guidelines.
  3. See if UM has other communities with solar panel guidelines we can compare against.
  4. Only potential issue is restricting panels on front of house facing the street. Thom to review with legal.
12. Cross-connection program implementation (ZEMENS)
1. David working to get all residents signed up, collecting their payments and getting the scheduled.
  2. As of 09/09, we only have 9 more inspections to be completed, send letter via mail to remaining homes.
  3. Tot lot testing has been completed already. Invoice sent to UM for payment to Kellermeier.
  4. Currently have 5 on the calendar for this week to be completed. Other 4 have until 09/30 to complete.
  5. Any residents that have not completed by then will be turned over to the State.
13. Street Signs (GORBY)
1. Turfs planning to install signs this week.
6. Parking Lot
1. Investigate options for residents to boost water PSI. Ask F&V for help with recommendations.
  2. Investigate hooking up to Plainfield Water system
  3. Make annual start of summer party an HOA sponsored event.
  4. Review plans to flush out storm sewer drains.
  5. Update bylaws to include cross connection inspection requirements every 3 years.
  6. Obtain quotes for 2024 X-mas light decoration in the main entrance.
  7. HOA Board incentive (waive annual association fee for Board members)
  8. Adding speed bumps to Sunset.
  9. Plan for digital meter readings to avoid having to manually take readings from each house.
  10. Lock up de-commissioned sewer plant so nobody can get into the building.
7. By-Law Infractions (ZEMENS)
1. Boat parking issues - warning letters sent.
8. Architectural (VAN KAMPEN)
1. APPROVED REQUESTS - 0
  2. PENDING - 0
  3. DENIED - 0
  4. CONFIRMATION - 2
    1. Hendon, 2884 S Saddle Ridge Ct NE - Deck and Four seasons room addition
    2. Courteau, 2874 Sunset Ridge Ct NE - Deck reconstruction
9. Treasurer (SUCHY)
1. Overdue/Outstanding Dues (as of 08/31)
    1. Association Fees - 6 overdue (\$6,830)
    2. Utility Fees - None

## 10. Communications (ZEMENS)

### 1. HOA Emails to Address

1. Request to have Turfs adjust sprinkling times to avoid when kids are walking to and from school.

### 2. Neighborhood Newsletter

1. Next Board Meeting details
2. Homeowner Q&A's
3. Cross connection inspection updates
4. Reminder about irrigation ban and instruction that once ban is lifted, the signs will be removed from the entrance.
5. Add before/after pictures of the tank maintenance.
6. Diemer Neighborhood Family Fun Run dates/times
7. Saddle Ridge Halloween Party
8. Back to School reminder - SLOW DOWN!
9. Remember to set up your account with Urban Monarch and download the app.
10. School pickup/drop-off procedure with reminders not to park in main entrance.

### 3. Website

1. Add August meeting minutes.
2. Add link to Urban Monarch website
3. Update contacts page with new information.
4. Remove link to Eastbrook.
5. Add Saddle Ridge HOA Sanitary Sewer Project Cost Meeting Summary
6. Add link to NKSA and Plainfield for sewer billing questions.
7. Remove two older links about Edgerton Trails Elementary.

## 11. Public Comments

1. Mike Cook - Thanking us for work done for construction entrance.
2. Peggy Frizzo - Will get actual quote for trees needed for replacement.
3. Jeff Olson - No comments
4. Todd Cates - Thanking us for work done for construction entrance. One irrigation head seems to be broken, ask Turfs to fix.

## 12. Set Next Meeting

1. Date/Time: 10/21 @ 8pm

## 13. Adjournment

1. Time: 9:16pm