

11/18/2024

Monday, November 18, 2024

8:00 PM

1. Call to Order
 1. Time: 8:03pm
 2. Attendance:
 1. Board - BG/NP/WV/JS/DZ/TK Absent - None
 2. Public - Rick Williams
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. None
4. New Business
 1. Elementary School Construction Damage (PASCH)
 1. Speed limit sign ran over - sign fixed and reinstalled; need to bill RPS for repair.
 2. Landscape damage due to construction traffic
 3. Send message to Allison Clements to ensure RPS knows they cannot drive over our property for construction w/o permission.
 4. Find out intentions of the double gate, will it be used for future access or not.
 2. Saddle Ridge Website (ZEMENS)
 1. Hosting Fee & Domain Registration needs to be renewed in January 2025 (\$450)
 2. Need to add costs to the budget, should be every 3 years.
 3. David to take over as main contact for hosting service to keep site running.
 4. David to send receipt to UM for reimbursement as charges come up.
 5. Investigate terms and determine how to proceed.
 3. 3rd Quarter Billing (KOHL)
 1. Calculate total neighborhood billing amount for utilities.
 2. Based on total utilities, calculate 2/3 to send to Eastbrook.
 3. Set up an account for Edgerton Trails to bill water utility usage.
 4. Edgerton Trails Meter readings: Sept 30th - 192 (need to confirm units)
 4. 4th Quarter Billing (GORBY)
 1. Need to figure out daily usage for residents between meter readings 09/23 - 10/24.
 2. Calculate final sewer charges for residents between 09/23 - 10/10 to add to 4th quarter utility bill.
 3. Confirm with Blake the sewer funds can be used for reserve funds for whole utility system including water system.
 5. Defective Meters (KOHL)
 1. Visited 5 homes that were having "error" messages.

2. 4 of the 5 have defective touchpads. 5th had wiring connection wrong at the meter.
 3. New touchpads are ordered and will be replaced and verified this week.
 6. Plainfield Sewer Billing
 1. Confirm they will be using December average to set usage cap for following year.
5. Old Business
 1. Annual Meeting (GORBY)
 1. Schedule for December 17th @ 6pm - 8pm
 2. Draft agenda for annual meeting.
 3. Invite representative from NKSA and/or Plainfield for Sewer updates.
 4. Invite F&V to attend for Water System updates.
 5. Election of board members
 2. Corporate Transparency Act (ALL MEMBERS)
 1. All Board members received a new email on 10/15 with CTA information attached.
 2. Soon, we will receive an invitation from RASi's secure Beneficial Ownership reporting platform "CTA Comply".
 3. The email should come from CTAComply Admin noreply@ctacomply.com.
 4. This needs to be completed as soon as possible so the filing can be completed for our Association
 5. Upcoming filing deadline is January 1st, 2025.
 6. DZ, JS and BG to complete filing still.
 3. Replace Trees due to Construction Removal (ZEMENS)
 1. Frizzo residence to obtain cost estimate for tree replacement.
 2. Frizzon moved out, new owners do not want replacement trees.
 4. Meter Readings (SUCHY)
 1. Will need to calculate 2/3 of the bill and send check to EB for months of July and August.
 2. Plan to take another meter reading once force main is activated for use
 3. Thom to schedule new reading for Friday 10/25.
 4. Covered in new agenda topic 4th quarter billing in New Business.
 5. Update Allocation of Cost Worksheet (GORBY)
 1. Obtain final costs for Plummers trucks between 09/01 and 10/10.
 2. Update worksheet for pump and haul costs between Saddle Ridge and RPS.
 3. Requested F&V to try and obtain P&H costs directly from Plummers.
 4. Need to update final construction costs once lift station is completed.
 6. Stop Sign Replacement (KOHL)
 1. Replace with new 18x18 stop sign (\$300).
 2. Sign ordered, should be coming in next week or two.
 7. School Traffic in Main Entrance (PASCH)
 1. Reached out to Tyler Tillson for any suggestions.
 2. We were told it is a private road so it is up to the HOA to manage.
 3. Still need to reach out to the Rockford school resource officer for any help.
 4. Suggested angling passing lane to be more gradual return to road.

5. Adding paint to road could also help guide traffic.
6. Adding signs along road could also help.
7. Create traffic drawing to share with residents to educate them.
8. 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. F&V will move 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. Remove old sign.
 6. Investigate if we need a new sign up that states "Emergency Vehicles Only"
9. 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. Algoma Twp provided feedback that they will keep District 1 on its own for now.
 4. Up to Board to get buy in from Phase 2 & 3 (District 2) to combine into a single district.
 5. Algoma to investigate with Consumers to switch out to LED lights for better efficiency.
10. Administrative Consent Order (GORBY/PASCH)
 1. F&V currently working on plans for backwash system and gathering costs.
 2. Blake to draft Amended ACO response. Schedule meeting with Blake to review prior to submission.
 3. Once we have lift station finished and backwash completed, we can put in a request to terminate the permit mid-cycle.
11. WTP Improvements (GORBY/PASCH)
 1. Backwash Plans
 1. F&V working on quote to install new backwash system w/connection to sewer system.
 2. Water Tank Maintenance
 1. Work completed, paying invoices.
12. Bylaw Updates Needed - ON HOLD UNTIL ACO IS FINALIZED
 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
13. Saddle Ridge 2024 Utility Budget (GORBY)
 1. Work with UM to finalize draft budget for 2024, need to finalize and approve then send to residents ASAP.

14. Saddle Ridge 2025 Budgets (GORBY)
 1. Work with UM to create new budget for 2025-2030.
15. Solar Panel Guidelines (VAN KAMPEN)
 1. Review input and if no issues, update HOA bylaws with new guidelines.
16. Cross-connection program implementation (ZEMENS)
 1. Four remaining residents that have not completed were turned over to F&V to address.
 2. Follow up with F&V to confirm they will handle these.
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.
 11. Update one-way signs in the roundabouts.
7. By-Law Infractions (ZEMENS)
 1. None
8. Architectural (VAN KAMPEN)
 1. APPROVED REQUESTS - 1
 1. Bartholomeu, 2852 N Saddle Ridge Ct. - Deck expansion
 2. PENDING - 0
 3. DENIED - 0
 4. CONFIRMATION - 2
 1. Hendon, 2884 S Saddle Ridge Ct NE - Deck and Four seasons room addition
 1. Contractor problems resulting in new start date of April 1, 2025.
 2. Courteau, 2874 Sunset Ridge Ct NE - Deck reconstruction
 1. Done, awaiting Algoma inspection.
9. Treasurer (SUCHY)
 1. Overdue/Outstanding Dues
 1. Association Fees - TBD
 2. Utility Fees - TBD
10. Communications (ZEMENS)
 1. HOA Emails to Address
 1. Plainfield billing cap calculation to be same as we have done it in the past w/December usage.
 1. Respond to email once we confirm with Plainfield.
 2. Neighborhood Newsletter
 1. Next Board Meeting details
 2. Homeowner Q&A's

3. Information about new app we will be using for Urban Monarch.
 4. All kids walking to Edgerton Trails must be using the main sidewalks around the roundabout and along the main entrance and young kids must have chaperone.
 5. No parking on main entrance for any reason.
 6. No parking on roads overnight.
 7. Annual meeting notice for December 17th @ 6pm - 8pm.
 8. Due to unforeseen maintenance found by the sewer project, we cannot hang up lights in main entrance. Will plan to fix in 2025.
3. Website
 1. Add October meeting minutes.
 2. Update contacts page with new information.
 1. Concerns about Sewer System - Plainfield Twp
 3. Remove link to Eastbrook on Information and Resources page.
 4. FAQ's need to be reviewed and updated.
11. Public Comments
 1. None
 12. Set Next Meeting
 1. Date/Time: Dec 16th @ 8pm
 13. Adjournment
 1. Time: 9:47 pm

<<Saddle Ridge HOA Board Mtg Agenda (11-18-24).docx>>