

01/27/2025

Monday, January 27, 2025

8:00 PM

1. Call to Order
 1. Time: 8:00pm
 2. Attendance:
 1. Board - BG/WV/NP/DZ/JH/PR/TK Absent - None
 2. Public -
 1. 517-507-1495 Crystal Kuzma
 2. 616-699-8455 Katherine Deberti
 3. 313-887-2474 Derek Schubert
2. Approval of Minutes from Previous Meetings
 1. Motion to approve: NP
 2. Second: WV
 3. In favor: All in favor (no oppose)
3. Public Comments
 1. Crystal Kuzma - when will we be getting out first bills from Plainfield Twp?
 2. Katherine Deberti - when will we be getting our first utility bill for Saddle Ridge Utilities?
 3. Derek Schubert - people are not shoveling their sidewalks especially from Sunset Ridge down to new Phase.
4. New Business
 1. Audit Vote Results (KOHL)
 1. Full Audit - 5 / Review - 4 / Opt Out - 120 / Abstain - 2
 2. "Opt out" surpassed required 116 votes needed so audit is waived.
 2. Election of Officers (all self-nominated)
 1. President - Brett Gorby (all in favor, no oppose)
 2. Vice President - Nicole Pasch (all in favor, no oppose)
 3. Treasurer - John Hopps (all in favor, no oppose)
 4. Secretary - David Zemens (all in favor, no oppose)
 5. Board Member - Warren Van Kampen
 6. Board Member - Peter Reese
 3. Appointment of Committee Members
 1. Architecture - Peter Reese (chair) / Warren Van Kampen / Jason Waugh
 2. Utilities - Brett Gorby (chair) / Nichole Pasch
 3. Bylaw Enforcement - David Zemens (chair)
 4. Capital Improvement Planning - Entire Board
 5. Board Planning and Recruitment of Sub-Committees
 1. Chair listed is responsible for monthly updates to Board Members during Board Meetings.
 4. WTP Backwash Plans (GORBY/PASCH)
 1. F&V provided quote of \$54,500 to design and manage construction.
 2. F&V looking at potentially keeping the NPDES permit and continue to discharge to the storm sewer.
 5. Water System Letter of Credit (GORBY)
 1. Rachel working with Wintrust to complete this submission

6. IAI Lawsuit (GORBY/PASCH)
 1. IAI brought lawsuit against Eastbrook and Urban Monarch for unpaid service bills.
 2. Blake submitted extension request for response to Jan 28th; which has been accepted.
 3. Blake feels we can invoke indemnity for Saddle Ridge per the MOU signed with Eastbrook.
5. Old Business
 1. Permanent Lift Station Construction (GORBY/PASCH)
 1. No new updates on permanent pump delivery timing.
 2. Consumers ran new power service to lift station control panel on 01/21.
 3. Power will be cut for approximately 1 hour for this work.
 4. F&V to confirm backup generator is fully functional to support this outage.
 2. Administrative Consent Order (GORBY/PASCH)
 1. Blake submitted Amended ACO response to EGLE on 11/22/24.
 2. EGLE has accepted our date of June 30, 2026 for water plant discharge.
 3. Blake requesting additional updates to the language and will re-submit to EGLE this week.
 3. Elementary School Nature Center Access Drive (GORBY/PASCH)
 1. RPS agreed to re-install speed limit sign correctly once the ground thaws.
 2. How do we handle bill for speed limit sign installation that was not done correctly.
 3. RPS has put a hold on building access road to nature center.
 4. RPS to provide engineered proposal to SR HOA to determine what approvals/easements are needed.
 5. F&V to review proposal to determine if any utilities are at risk or not.
 4. RPS Easement for Main Entrance (GORBY)
 1. Per original easement agreements, RPS can use main entrance drive.
 2. Saddle Ridge can charge RPS \$1,000 for maintenance of the entrance.
 3. RPS is responsible for landscaping on North side of entrance.
 4. Need to calculate maintenance and upkeep on that section to charge accurately to RPS.
 5. Saddle Ridge 2025 Utility Budget (GORBY/HOPPS)
 1. Draft budget created for 2025.
 2. UM confirming income numbers for utility systems.
 6. Turfs R Us (ZEMENS/KOHL)
 1. Confirm if they will add the new sidewalk to the school as part of the snow removal process.
 1. Yes they will, need a quote for the incremental cost to add to contract.
 2. Discuss cleanup of the wooded landscaping on North side of the entrance per contract.
 1. This area seems to be part of the RPS elementary school land.
 3. Confirm if they put mulch in the neighborhood this year or not.
 1. Turfs' claims they did, but North tot lot did not have any fresh mulch last year.

4. Discuss creating a checklist for TRU so expectations are met. They can send us checklist every month or quarter.
7. 3rd Quarter Billing (GORBY/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)
8. 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. Blake confirmed the sewer funds can be used for reserve funds for whole utility system including water system.
9. Defective Meters (KOHL)
 1. All 5 homes with previous issues have been fixed plus 4 others.
 2. Two more homes are still having issues, one needs meter replacement, other unknown because cannot get access to investigate.
 3. As of last water readings, there are 6 more meters with errors.
10. Update Allocation of Cost Worksheet (GORBY)
 1. Final costs for Plummers P&H between 09/01 and 10/10 confirmed and added to worksheet.
 2. Need to update final construction costs once lift station is completed.
 3. Once confirmed, will update and obtain agreement with Plainfield on final assessment \$ amount.
 4. Special assessment will start Q1 2025 sewer bill.
11. Stop Sign Replacement (KOHL)
 1. Sign will be repainted to the same red as other signs.
 2. Have them check to see if post was actually stained when installed.
12. School Traffic in Main Entrance (PASCH)
 1. Initial feedback is that the private road is up to the HOA to manage.
 2. Still need to reach out to the Rockford school resource officer for any help.
 3. Suggested angling passing lane to be more gradual return to road.
 4. Adding paint to road could also help guide traffic.
 5. Adding signs along road could also help.
 6. Create traffic drawing to share with residents to educate them.
13. Construction Entrance (GORBY)
 1. Plan to keep for emergency access and to have secondary entrance in case main entrance becomes blocked or impassable.
 2. F&V will quote moving gate further west down the path so natural barriers (trees) can be used to prevent driving around it.
 3. Investigate adding additional signage (No outlet, sign on gate saying emergency vehicles only, etc.)
 4. Remove old sign and investigate if we need a new sign up that states "Emergency Vehicles Only"
 5. Turf's R Us is pushing snow into construction entrance blocking it, need to tell them to push snow in center or in front yards.

14. 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
 8. Do we need to add late fee assessment process?
 1. After due date missed - email to resident
 2. 1 month past due - 10% fee added to \$ amount overdue.
 3. Each additional month past due - Add another late fee equal to the original late fee amount.
15. Website FAQ's (ZEMENS)
 1. Need to be reviewed and updated.
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. Parking violations
 1. 2734 W Morgan Trl - Warnings sent a couple weeks ago, continue to monitor.
 2. 2742 W Morgan Trl - Warnings sent a couple weeks ago, continue to monitor.
 3. 9700 Sunset Ridge - Warnings sent a couple weeks ago, continue to monitor.
8. Architectural (REESE / 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
 1. Contractor problems resulting in new start date of April 1, 2025.
 2. Pasch, 2705 W Morgan Trl - Deck expansion
9. Treasurer (HOPPS)

1. Overdue/Outstanding Dues
 1. Association Fees - TBD
 2. Utility Fees - TBD
10. Communications (ZEMENS)
 1. HOA Emails to Address
 1. None
 2. Neighborhood Newsletter
 1. Next Board Meeting details
 2. Homeowner Q&A's about utility billing (see public comments above)
 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 dropping off kids to school from the main entrance.
 6. No stopping or parking on main entrance for any reason.
 7. No parking on roads overnight.
 8. Reminder residents are responsible to shovel and de-ice sidewalks in front of their property. Violators will receive warning letters and potentially fines if sidewalks are not maintained.
 9. Announcement and introduction of new Board Members.
 10. Results of the audit vote.
 3. Website
 1. Add December meeting minutes.
 2. Post meeting minutes from Saddle Ridge HOA Annual Meeting.
 3. Update contacts page with new Board Members and committee members.
 4. Update payment address to new lockbox address (effective Jan 1, 2025)
 1. Saddle Ridge Site Condominium Association
 2. c/o Urban Monarch Management
 3. PO Box 1060
 4. Wheaton, IL 60187
 5. Add payment instructions for Association Dues as well as Utility Dues.
 6. Reminder residents can make all payments via Online Portal.
11. Public Comments
 1. Crystal Kuzma - Ask Turf's what type of pesticides they use? All natural or not?
 2. Crystal Kuzma - Can we add railing to the steps that go to the North tot lot?
12. Set Next Meeting
 1. Date/Time: Feb 24th @ 8 pm
13. Adjournment
 1. Time: 9:35 pm