

06/16/2025

Monday, June 16, 2025

8:00 PM

1. Call to Order
 1. Time: 8:02pm
 2. Attendance:
 1. Board - BG/DZ/JH/NP/PR/TK/WV Absent - None
 2. Public - Joe Gandia (616-710-6651)
2. Approval of Minutes from Previous Meetings
 1. Motion to approve: JH
 2. Second: WV
 3. In favor: All in favor (no oppose)
3. Public Comments
 1. Joe introduced himself, is here for any questions regarding architecture request submittal.
4. New Business
 1. 2024 Consumer Confidence Report - Water Quality (ZEMENS/KOHL)
 1. Upload report to Saddle Ridge website.
 2. Send email notice to all residents with active link to 2024 CCR.
 3. Send hard copy in mail to residents that don't have active email addresses in the directory.
 4. Must be fully completed by July 1st.
 2. 2nd Quarter Meter Readings (KOHL)
 1. Determine date for reading. Planning 06/26 or 06/27 depending on weather.
 2. Coordinate with F&V to obtain RPS reading on same date.
 3. Provide readings to Plainfield Twp.
 3. WTP Maintenance (GORBY/PASCH)
 1. F&V reported issues with well #1 and found abnormal chlorine numbers.
 2. F&V recommended replacing VFD for well #1 - will cost approx. \$7,000.
 3. Approval was given to move forward with replacement of the VFD during conference call last week.
 4. Well head #1 VFD replaced 06/13. F&V reported pump is working well and they will monitor chlorine numbers.
 4. Outdoor Maintenance Quotes
 1. Current contract with Turfs R Us will be ending on November 14, 2025.
 2. Need to prepare RFQ and send out for quotations.
5. Old Business
 1. RPS Water Billing (KOHL)
 1. Need to confirm bill was sent to RPS for 1st quarter water bill.
 2. Landscape Trimming (KOHL)
 1. Trimming of bushes, shrubs and trees to ensure continuous sculptured and clean look will happen later this month.
 2. Brush hogging of larger common areas to be done once a month, but string trimming around the well heads will be weekly.

3. Common Area Irrigation (KOHL)
 1. Confirm with Turfs that all common area irrigation is operational and turned on.
 2. Also make sure the irrigation timing does not have it operational when kids are walking to and from school.
4. Edgerton Trails Signs (PASCH/ZEMENS)
 1. Reply to RPS email questioning the legal direction for these signs because they are not consistent spacing or located at other elementary schools.
5. Pond Treatments (KOHL)
 1. Investigate costs to treat the pond out front to control the algae smell that happens in spring and fall.
 2. Pond specialist did not find any issues except there are many phragmites that should be removed/cut out or else they will take over.
6. Plainfield Sewer Billing (KOHL/GORBY)
 1. Still waiting for confirmation of when first bill will be sent out.
7. WTP Backwash Plans (GORBY/PASCH)
 1. Preliminary prints completed
 2. Disconnect overflows from backwash and keep operational
 3. 35' x 20' x 12' tank, 20-50 GPM pump
 4. >5 GPM will need approval from NKSA and Plainfield Township
8. Administrative Consent Order - WTP Backwash (GORBY/PASCH)
 1. Not later than June 30, 2026, the Saddle Ridge Site Condominium Association shall submit to the WRD, certification by a professional engineer licensed in the state of Michigan, that discharges to surface water as authorized in the NPDES Permit from the Water Treatment Plant have been eliminated and are collected and transported to the NKSA WWTP for treatment and discharge under the NKSA's NPDES permit and that the required Permits were obtained for any related projects, such as Part 41, Part 91, Part 303, or Construction Stormwater Notice of Coverage, if applicable.
9. WWTP Decommissioning (GORBY)
 1. Eastbrook getting quotes for decommissioning of the building per the MOU.
 2. They will be removing the equipment and either burying or removing the tanks with building being left in its as is condition.
 3. Once ACO letter is submitted, EB will have 75 days to retire the plant and submit a closure report to EGLE.
 4. Schedule a meeting with Blake and EB to discuss these plans.
10. Road Replacement Quotes (REESE/KOHL)
 1. Request updated quotes for road repair and replacement based on 2024 quotes. Add new curb in front entrance.
 2. New curbing in front entrance will be separate line item.
 3. Front entrance and main roundabout also needs to be separate line item so we know what portion to charge to RPS.
 4. Also request cost for adding speed bumps as a-la-cart.
 5. Create accurate RFQ documents to send to suppliers to re-quote work.
11. Mulch Replacement (KOHL)

1. Request TRU to refresh mulch in neighborhood this year.
2. This will happen in June.
12. Front Entrance (KOHL)
 1. Get quotes to replace front entrance sign, landscaping and electrical work (lights & outlets).
 2. Thom meeting with some electricians soon to quote.
 3. Look at just refurbishing the sign and keeping whatever existing structure that is not rotted out.
13. Elementary School Nature Center Access Drive (GORBY/PASCH)
 1. RPS to provide engineered proposal to SR HOA to determine what approvals/easements are needed.
 2. F&V to review proposal to determine if any utilities are at risk or not.
14. RPS Easement for Main Entrance (GORBY)
 1. RPS responsibility was calculated as 9.25%.
 2. Confirm Urban Monarch has billed RPS for pothole repair.
 3. Thom to put together calculation map to justify the value for future reference.
 1. The 9.5% was calculated by measuring the total length of the roads in the development and calculating what percentage of the total is made up by the portion from the entrance to the circle. My calculations showed a total of 2.42 miles and the entrance road is 0.23 miles. 0.23 divided by 2.42 yielded the 9.5%.
15. Defective Meters (KOHL)
 1. As of last water readings, there are 3 meters with errors.
 2. Will check functionality of the suspect 3 before the monthly scheduled meter reading to see if any changes are needed prior to scheduled reading date.
 3. One meter needs service by Ketelaar Plumbing prior to quarterly readings.
16. Update Allocation of Cost Worksheet (GORBY)
 1. Plainfield finalizing total construction costs soon.
 2. Final assessment number will be determined after this.
17. Updates to Bylaws (GORBY)
 1. Start working on updating now that the ACO is finalized.
 2. Send to Blake asking him to draft new Bylaws.
6. Parking Lot
 1. Moved to CY2025 page. Review each Board meeting.
7. By-Law Infractions (ZEMENS)
 1. Clark, 9520 Sunset Ridge Dr. - Mailbox and post does not comply to letter and delivery box standards.
 2. Parking on road complaint - send warning letter to 9401/9404/9407 Sunset Ridge.
 3. Gregory, 2734 W Morgan Trail NE - Expand driveway (was never submitted to ACC)
8. Architectural Requests (REESE / VAN KAMPEN)
 1. APPROVED REQUESTS - 0
 2. PENDING - 2

1. Leiter, 2729 W Morgan Trl NE - Expand driveway
2. McKenna, 9540 Sunset Ridge Dr NE - Shed
3. Suchy, 2729 N Saddle Ridge Ct - Driveway expansion
3. DENIED - 0
4. CONFIRMATION - 3
 1. Hendon, 2884 S Saddle Ridge Ct NE - Deck and Four seasons room addition
 1. Construction has started.
 2. Pasch, 2705 W Morgan Trl - Deck expansion
 3. Pasch, 2705 W Morgan Trl - New pool and fence
 4. Bartula, 9880 Sunset Ridge Dr NE - Shed
 5. Struble, 2824 S Saddle Ridge Ct NE - New fence
 6. Suchy, 2729 N Saddle Ridge Ct - Basketball court
9. Treasurer (HOPPS)
 1. Delinquent Report (HOPPS)
 1. Review delinquent report.
 2. One delinquent has paid in full so they are complete.
 3. Other 7 accounts have been assessed a 10% fee and turned over to collections.
 4. One resident committed to paying the balance by June 15th, half the balance by last week and remaining half by June 15th.
 1. First payment has been received, did we receive the final payment? Thom to check on final payment.
10. Communications (ZEMENS)
 1. HOA Emails to Address
 1. Replacing tree on resident property - not HOA responsibility, but if replacing must submit to ACC.
 2. Mailbox replacement, does not need secondary mailer box on bottom.
 2. Neighborhood Newsletter (send within 2 weeks of meeting)
 1. Next Board Meeting details
 2. Update on Plainfield billing status.
 3. Remind residents they need to submit any exterior modifications to the ACC. Reference them to review the Bylaws, Fencing Guidelines and Shed Guidelines located on website.
 4. Notify residents that the 2024 Water Quality Report is available on the website, must include direct link to report.
 3. Website
 1. Add May Board meeting minutes
 2. Add 2024 Water Quality Report
 3. Website FAQ's (ZEMENS)
 1. Need to be reviewed and updated. Will create a new page to review then replace current once approved.
 1. Add payment instructions for Association Dues as well as Utility Dues.
 2. Reminder residents can make all payments via Online Portal.
11. Public Comments
 1. None

12. Set Next Meeting

1. Date/Time: July 14th @ 8:00pm

13. Adjournment

1. Time: 10:30pm

<<Saddle Ridge HOA Board Mtg Agenda (06-16-25).docx>>