

03/16/2026

Monday, March 16, 2026

6:30 PM

<<Saddle Ridge HOA Board Mtg Agenda (03-16-26) 1.docx>>

1. Call to Order
 1. Time: 6:31pm
 2. Attendance:
 1. Board - BG/NP/JH Absent - DZ
 2. Urban Monarch - JK
 3. Public -
 1. 616-581-0872 Mike Cook
2. Approval of Minutes from Previous Meetings
 1. Motion to approve: JH
 2. Second: NP
 3. In favor: All in favor (no oppose)
3. Public Comments
 1. 616-581-0872 Mike Cook
 1. What is the plan for the service drive gate that is broken? Mike willing to help with solution.
4. New Business
 1. Plainfield Sewer Billing (GORBY)
 1. Addresses and resident names were audited and provided to Plainfield Twp.
 2. Bills have been sent/received in the neighborhood.
 3. Allocation of cost worksheet updated and FINALIZED for the 20-yr finance terms.
 4. David to upload FINAL worksheet to the Saddle Ridge website.
 2. 2025 Annual Neighborhood Meeting (MILLER)
 1. Audit Vote Results (as of 03/16)
 1. Full Audit - 2 / Review - 6 / Opt Out - 67
 2. As of today, we have received 121 votes.
 3. UM to run a report of results and share with the Board.
 3. Annual Dues Payment Date (BOARD)
 1. Previously due date for annual dues was March 1st.
 2. Board to discuss keeping that date or changing to January 1st.
 3. Speak with Jamie to finalize. Thought is to issue bill on Jan 1st, but need to confirm grace period to pay bill (15d, 30d, etc.)
 4. Brown Water Complaint (MILLER)
 1. Resident raised concerns about having brown water.
 2. F&V has been in contact with resident to help resolve issue.
 1. Stephanie explained that iron in the water is not dangerous, it is just aesthetic.
 2. Homeowner seems less worried now.
 3. Homeowner hired Benjamin Franklin Plumbing to conduct testing. Results will be shared with F&V.

3. F&V to itemize such requests going forward as a line item on their normal invoice.
4. Urban Monarch to send bill to specific homeowner covering these costs when F&V is requested for this service.
5. Pothole Filling - Main Entrance Only (MILLER)
 1. Completed week of 03/02.
 2. Superior Asphalt completed work at a charge of \$1,200.
 3. UM to charge 50% of cost to RPS per easement agreement - keep open until charge is confirmed.
6. Road Replacements Quotes (GORBY/MILLER)
 1. RFQ created and sent to contractors on Monday 03/11. Responses due by Monday 03/18.
 2. Once quotes received, put together quote summary for Board review.
7. Fallen Tree in Tot Lot (MILLER)
 1. Contact G2 tree services to remove fallen tree.
 2. Gorby submitted work order in CINC.
8. Q1 Water Meter Reads
 1. Planning for Friday 03/27.
 2. UM to send communication to residents.
5. Old Business
 1. Broken Gate (GORBY/HOPPS)
 1. Access gate in emergency entrance is broken.
 2. Look at using the other section from gate near road.
 3. Checked gate, and it is very heavy. Will need to contract work out.
 2. Cross Connection Inspection (MILLER)
 1. F&V to provide list of residents who have not completed this yet.
 2. UM to send letter once we get the contacts.
 3. Homeowner Contact Audit (MILLER)
 1. Homeowners continue to update their contact information.
 2. UM will look at directory to verify everything is correct.
 4. Reserve Study (MILLER)
 1. Jamie initiated reserve study with MI Reserve Associates.
 2. Cost is \$2,540.
 3. MI Reserve Associates will do on-site evaluation and provide report.
 4. Full assessment of the association for all the common elements that need to be assessed for the study.
 5. We will plan to meet with MI Reserve Associates the week of April 27th.
 5. Saddle Ridge Escrow - LOC (MILLER/GORBY)
 1. We have two options for the LOC:
 1. Renew the escrow account within 30 days of the expiration (April 6, 2026)
 2. Have them request to be released from the escrow requirement if they meet the following criteria:
 - a. The supply must have been in operation under the same owner for a minimum of 5 years
 - b. A sanitary survey has been completed within the past 12 months, which indicates that both water supply facilities and operation are satisfactory

- c. The supply has complied with compliance monitoring requirements
 - d. The supply has no more than one failure to monitor for total coliform within the past 12 months
 - e. Where applicable, the supply has satisfactorily submitted operation reports
 - f. The supply is not delinquent for EGLE laboratory analysis feeds
 - g. The supply is not delinquent in payment of its annual water supply fee
 - h. The escrow fund has not been used for emergency repairs during the past 5 years
 - 3. Send email to EGLE on 01/19 requesting release from LOC requirement (resent follow-up email on 02/16 & 02/20).
- 6. WWTP Decommissioning (GORBY/MILLER)
 - 1. Huber equipment will remain in the building until it can be sold.
 - 2. Contact DTE to request gas service be disconnected; not completed yet.
 - 1. DTE said they have to wait to shut off service until it gets warmer.
- 7. Front Entrance Electrical (MILLER)
 - 1. Electrical work at entrance has started.
 - 2. Will continue to work in their schedule as long as weather permits.
- 8. Insurance Statement of Values (MILLER)
 - 1. F&V estimates the water plant value at \$2,325,000
 - 1. Building construction: \$1,200,000
 - a. Includes architectural, plumbing, and electrical
 - 2. Process equipment: \$900,000
 - a. Includes pumps, process piping, chemical feed and filters
 - 3. Ground storage tank: \$225,000
 - 2. LMCU estimates the WWTP building value at \$203,552.
 - 3. Insurance values have been updated. We received \$7K credit.
 - 4. Water has been shut off at the road connection.
 - 5. Gas service still needs to be capped off at the road.
 - 6. Notify LMCU once these have been completed.
- 9. Defective Meters (MILLER)
 - 1. As of last water readings, there are about 10 meters with errors.
 - 2. Blue Bridge Builders will replace meters as needed.
 - 3. Exploring additional options for more durable meters that will be more accurate on usage.
 - 4. Nicole to investigate what meters and touchpads we are using to see if we can get replacements.
 - 5. We will continue replacing with existing meters/touchpads until we understand what Rockford and Plainfield are upgrading to.
- 10. WTP Backwash Plans (GORBY/PASCH)
 - 1. 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.

2. Met with EGLE on Feb 4th to discuss our options.
3. After meeting, came up with 3 options we will present to EGLE, while requesting extension of current ACO.
 1. Compare our neighborhood to other facilities to see what they are testing and to what limits.
 2. Investigate moving sampling site to where it currently enters the storm sewer.
 3. Add Ferric Chloride to sump before it goes out to the 3 holding/settling tanks.
6. By-Law Infractions (ZEMENS)
 1. Review other OPEN violations in [CINC](#).
 1. Unapproved mailbox installation.
 1. Resident agreed to replace post with approved round style in Spring.
7. Architectural Requests (BOARD)
 1. Review any requests in [CINC](#).
 2. ACC Fence Violation (MILLER)
 1. Received response from resident's legal counsel, UM legal reviewing letter.
8. Treasurer (HOPPS)
 1. Income & Balance Sheet updates
9. Communications (ZEMENS)
 1. HOA Emails to Address
 1. None
 2. Neighborhood Newsletter
 1. Next Board Meeting details
 2. Hydrant flushing will take place over spring break.
 3. Actively quoting pavement replacement for main entrance and North side of neighborhood.
 4. No passing in main entrance except for the paved passing lane on the right side where school entrance is. No passing on LEFT.
 3. Website
 1. Add February Board meeting minutes.
 2. Update website with new entrance pictures.
 3. Add FINAL allocation of cost worksheet to replace the previous DRAFT.
10. Public Comments
 1. None
11. Set Next Meeting
 1. Date/Time: Monday, April 20th @ 6:30pm
12. Adjournment

1. Time: 8:03pm