

04/20/2026

Monday, April 20, 2026
6:30 PM

1. Call to Order
 1. Time: 6:31pm
 2. Attendance:
 1. Board - BG/JH/DZ Absent - NP
 2. Urban Monarch - JM
 3. Public -
 1. 616-780-9727 Darren/Nicole Braska
 2. 268-720-0337 Cody Stephens
2. Approval of Minutes from Previous Meetings
 1. Motion to approve: JH
 2. Second: BG
 3. In favor: All in favor (no oppose)
3. Public Comments
 1. 616-780-9727 Darren/Nicole Braska
4. New Business
 1. 2025 Annual Neighborhood Meeting (MILLER)
 1. Audit Vote Results (as of 04/20)
 1. Full Audit - 3 / Review - 13 / Opt Out - 105
 2. As of today, we have received 121 votes.
 3. We need 118 votes total but only have 105. Need to send out additional communications to ask residents to continue to vote until we hit that threshold.
 2. 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. Board to vote on annual billing dates:
 1. Adopt billing to be sent on January 1st, with 30 day grace period to pay.
 2. Motion to approve: JH
 3. Second: DZ
 4. In favor: All in favor (no oppose)
 3. 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 - confirmed.
 4. Road Replacement Quotes (GORBY/MILLER)
 1. Quotes received and summarized. Curb head optional costs were removed in order to save costs.
 2. Superior Asphalt quote was chosen due to their familiarity with the neighborhood and industry reputation.

3. Costs reviewed by Board members and approved through email vote on 03/31.
4. Board vote to proceed with Superior Asphalt for road replacement work in the amount of \$474,991.20:
 1. Motion to approve: BG
 2. Second: JH
 3. In favor: All in favor (no oppose)
5. Fallen Tree in Tot Lot (MILLER)
 1. Contact tree services to remove fallen tree.
 2. Gorby submitted work order in CINC.
 3. Work has been completed and stump was also ground down.
6. Q1 Water Meter Reads
 1. Completed 03/27.
 2. Were there any meter reading issues? Yes, 15 errors.
 3. Will address these errors by each home.
 4. Obtain quote for replacement units. Then add line item to budget to replace in 2027.
7. RPS Easement Agreement (GORBY/CONKLIN)
 1. RPS disputing their responsibility for their share of the maintenance costs under the easement since they don't use it for busses.
 2. Working on response to establish our position that they are responsible due to the agreement.
8. Turfs R Us Bed Spraying (MILLER)
 1. Additional cost of \$4,000 to continue to spray beds in common areas for any weeds.
 2. We have done this in the past, but it is a separate charge from our existing maintenance contract.
 3. This additional contract was completed and signed off for 2026.
 4. TRU will add this application to the 2027 contract and adjust the monthly bill to incorporate these applications into the yearly contracts.
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. 2 homeowners had the inspection paperwork already, sent to F&V.
 3. 2 other have scheduled their inspection.
 4. 11 others still outstanding.
 3. 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 on Tuesday April 28th at 4pm.

4. 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 fees
 - 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
 2. Send email to EGLE on 01/19 requesting release from LOC requirement (resent follow-up email on 02/16 & 02/20).
 3. Stephanie met with Justina & Jeni (EGLE) on site to review the water plant on Wed 04/15.
 4. All went well, we should get a recommendation from EGLE to be released from escrow requirement.
5. 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.
6. Front Entrance Electrical (MILLER)
 1. Electrical work at entrance has started.
 2. Will continue to work in their schedule as long as weather permits.
7. 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.
8. 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.
9. 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. 2956 Saddle Ridge - broken concrete due to construction. Jamie to send this communication to Superior to be added to punch list.

2. Neighborhood Newsletter
 1. Next Board Meeting details
 2. Add information so residents know to report any construction damage to Jamie so she can follow up with Superior.
 3. No passing in main entrance except for the paved passing lane on the right side where school entrance is. No passing on LEFT.
 4. With warmer weather, watch out for children walking to and from school. And slow down.
3. Website
 1. Add March 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, May 11th @ 6:30pm.
12. Adjournment
 1. Time: 7:34pm