

Pheasant View Homeowners' Association

PO Box 871463, Canton, MI 48187

WWW.PHEASANTVIEW.ORG



Jim Hegarty - President
TejKiran Singh (Sunny) - Vice President, Grounds & Maintenance Manager
Kate Borninski - Secretary
Mark Waldbauer - Treasurer
Kevin Whitaker - Roadway Manager

REGULAR BOARD MEETING MINUTES Monday, December 11, 2023

LOCATION: Canton Township Administration Building, Meeting Room B. The Board meeting is also open and available to the membership via “Zoom” video conference. Zoom link is posted on the PVHA Facebook Page.

BOARD MEMBERS PRESENT: M. Waldbauer, J. Hegarty, K. Whitaker, K. Borninski

BOARD MEMBERS VIRTUALLY PRESENT: T. Singh

BOARD MEMBERS ABSENT: None

GUESTS ALSO PRESENT: None

CALL TO ORDER: K. Whitaker called the meeting to order at 7:03 PM

APPROVAL OF THE MINUTES:

- ✓ *J. Hegarty motioned to approve the October 9, 2023, Board of Directors meeting minutes. Second by T. Singh. Ayes all present; the motion carried.*

ANNOUNCEMENTS: None

CITIZEN / HOMEOWNER NON-AGENDA COMMENTS: None

OFFICERS' REPORTS

PRESIDENT'S REPORT:

- K. Whitaker sent an email to Tom Gaffka, Canton Township regarding the Summit Parkway lights. The Township is still working on the electrical problem.
- K. Whitaker shared that the Board had an Energy Policy (Solar Panel) discussion on November 9, 2023, for adopting an Energy Policy to address solar panel installation and other energy requests from our membership.
- K. Whitaker requested J. Hegarty to submit the meeting minutes from that meeting.
- K. Whitaker reached out to Tracy Danner-Bond from Hirzel Law Firm. She recommended that we wait until legislation (HB 5028) currently in committee with the Michigan Legislature, is approved or not. The Bill should be finalized by March 2024. The Board discussed and agreed to wait until March 2024 before creating and implementing an Energy Policy.
- K. Whitaker mentioned the mailbox for Lot #1. The Board discussed and decided to move forward with the repair of the mailbox and post. K. Whitaker will reach out to Jay at Mailboxes by Bob to get the repair scheduled.
- K. Whitaker installed the Christmas Lights at both entrances – thank you Kevin.

- K. Whitaker provided an update on the Welcoming Committee and plans to reach out a second time to the remaining homeowners after the first of the year.
- ✓ *J. Hegarty motioned to approve the President's Report. Second by T. Singh. Ayes all present; the motion carried.*

VICE PRESIDENT'S REPORT:

- T. Singh shared that several curb tree branches are much lower than they should be on the street side.
- K. Whitaker shared that the USPS left notices at several homes with low hanging branches. K. Whitaker will send a Facebook notification to homeowners to let them know we have been notified by the USPS and mail delivery may be affected if the postal trucks are not able to access the mailboxes.
- ✓ *K. Borninski motioned to approve the Vice President's Report. Second by J. Hegarty. Ayes all present; the motion carried.*

SECRETARY'S REPORT:

- J. Hegarty shared that the November Annual Meeting recording was difficult to hear all the comments based on the recording. The recordings for the past two years since Covid have not been an issue. Now that we are meeting face-to-face, it is becoming a problem to capture all the comments in the meeting room.
- J. Hegarty explained how he uses Word Tracking to track the comments and updates from the Board members. J. Hegarty reminded the Board to append the Word document with their initials so he can track the changes and create a final version.
- J. Hegarty shared that M. Waldbauer cleaned up our Dropbox folders and we should have plenty of storage moving forward.
- J. Hegarty dropped off two boxes of Monthly Meeting minutes from 2001 and legal documents for M. Waldbauer to review. J. Hegarty recommended we retain the legal documents from a previous lawsuit.
- ✓ *K. Borninski motioned to approve the Secretary's Report. Second by M. Waldbauer. Ayes all present; the motion carried.*

TREASURER'S REPORT:

- M. Waldbauer emailed the November Treasurer's report to the Board for review.
- J. Hegarty had several questions relating to the Treasurer Reports:
 - ✓ **2023 Monthly Report Budget: Annual Assessments.** There is a total of \$894 from Lot #25 that will not be collected. M. Waldbauer confirmed that the Board will likely not be able to collect those late charges due to the Wayne County Sheriff's Sale by Federal National Mortgage Association (FNMA), the senior lien holder. We were the junior lienholder on the property.
 - ✓ **2023 Monthly Report Budget: Capital Outlay / Other** has a \$45.83 Budgeted amount for this month. J. Hegarty asked why it was such an odd amount. M. Waldbauer shared that the Budget projects \$4.17 each month for a total of \$50 for the year.
 - ✓ **2023 Monthly Report Budget:** There is a Welcoming Committee line item, but no Budget amount. M. Waldbauer believes the Board intended to set aside funding for the welcoming committee expenses. He will update the report and move the Capital Outlay / Other line item to the Welcoming Committee line item.
 - ✓ **2023 Balance Sheet Accounts Receivable:** Lot #69 has an overpayment of \$1.00 due to their testing of the Zelle payment option. They remain to hold a \$1.00 credit.
 - ✓ **2023 Reconciliation Detail:** Question on why the Christmas Bulbs for \$166 were not in the Holiday Decorations line item. Apparently, M. Waldbauer misclassified the Christmas Bulbs and will correct the itemization.

- M. Waldbauer will update the Treasurer's Reports and redistribute them to the Board for review.
- ✓ *T. Singh motioned to approve the Treasurer's Report. Second by J. Hegarty. Ayes all present; the motion carried.*

DIRECTOR and COMMITTEE REPORTS

ROADWAY MANAGER'S REPORT:

- D. Watson is no longer on the Board.
- J. Hegarty was planning to attend the PRRMA Board meeting in December but did not get the meeting invite from PRRMA.
- M. Waldbauer shared the Zoom meeting details with the Board.

ARCHITECTURAL REVIEW COMMITTEE (ARC):

- The request to rebuild their deck for **2041 Stonebridge Way, Lot #89**, was APPROVED by the PVHA Architectural Review Committee.

SUBDIVISION COMMUNICATION COORDINATOR'S REPORT:

- M. Waldbauer shared that J. Waldbauer will be updating the email address for the new Board members.
- M. Waldbauer will update the Dropbox access to remove D. Watson and add K. Borninski.

OLD BUSINESS:

- K. Whitaker reviewed several Old Business issues that were already addressed in other areas of our report.

NEW BUSINESS:

- Election of Officers:
 - J. Hegarty shared that he met with Greg Hohenberger from the PRRMA Board to discuss an opportunity to work with Greg and Tim Kljun on the PRRMA Board. The plan is for J. Hegarty to work with Tim as his backup with the goal of replacing Tim long term. Tim Kljun is contracted by PRRMA serving as management company agent.
 - Greg is concerned that if we move forward with this arrangement, J. Hegarty would not be able to represent PVHA as the Roadway Manager due to a conflict of interest.
 - K. Borninski is currently seated as Township Trustee so she and J. Hegarty are not able to serve as Roadway Manager for PVHA.
 - The Board discussed potential officers for 2024 and then voted on the final positions:
 - President – J. Hegarty
 - Vice President – T. Singh
 - Treasurer – M. Waldbauer
 - Roadway Manager – K. Whitaker
 - Secretary – K. Borninski

NEXT MEETING DATE: Monday, January 8, 2024 @ 7:00 PM from the Canton Township Administration building, Meeting Room E and via a Zoom conference call.

ADJOURNMENT:

✓ *J. Hegarty motioned to adjourn at 7:59PM. Second by K. Borninski. Ayes all present; the motion carried.*

Minutes Respectfully Submitted,
 Jim Hegarty
 Secretary – Pheasant View Homeowners' Association