

# *Pheasant View Homeowners' Association*

PO Box 871463, Canton, MI 48187

[WWW.PHEASANTVIEW.ORG](http://WWW.PHEASANTVIEW.ORG)



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

## **REGULAR BOARD MEETING MINUTES** **Monday, March 13, 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:** K. Whitaker, D. Watson, M. Waldbauer

**BOARD MEMBERS VIRTUALLY PRESENT:** J. Hegarty

**BOARD MEMBERS ABSENT:** T. Singh

**GUESTS ALSO PRESENT:** None

**CALL TO ORDER:** K. Whitaker called the meeting to order at 7:02 PM

### **APPROVAL OF THE MINUTES:**

- ✓ *D. Watson motioned to approve the January 9, 2023, Board of Directors meeting minutes. Second by M. Waldbauer. Ayes all present; the motion carried.*
- ✓ *J. Hegarty motioned to approve the February 13, 2023, Board of Directors meeting minutes. Second by M. Waldbauer. Ayes all present; the motion carried.*

**ANNOUNCEMENTS:** None

**CITIZEN / HOMEOWNER NON-AGENDA COMMENTS:** None

### **OFFICERS' REPORTS**

#### **PRESIDENT'S REPORT:**

- K. Whitaker met with the **Welcoming Committee** on February 28, 2023, and the committee will move forward and reach out to the new homeowners.
- K. Whitaker shared that there are four (4) new homeowners that the **Welcoming Committee** plan to meet with in April once the weather improves.
- Kate Borinski joined the meeting and suggested that we reach out to Canton Township and obtain the new welcoming booklets that are available from the Township. K. Whitaker will get the booklets and the **Welcoming Committee** will distribute the booklets. The **Welcoming Committee** also discussed providing a candle or some type of nominal gift to welcome the new homeowners to the subdivision. J. Hegarty suggested using some of the funds in our social budget to cover the costs of candles, bags, cookies, etc.
- The Welcoming Committee will also request the contact information which will be provided to J. Waldbauer so she can update our database.

- K. Whitaker shared the tree debris clean-up is Saturday, March 18, 2023, and GFL will come through the subdivision and pick up the branches and limbs that homeowners place at the curb.
  - D. Watson shared that Jason's Tree service will be out this week to clean up the trees from the berm and Cul-de-sacs that are the responsibility of the HOA.
  - K. Whitaker shared that the Township is commencing with the back flow audit and there was a reference to HOA's negotiating the price for homeowners within the sub.
  - K. Whitaker will review the letter and try and get more information. The subdivision has four (4) breakers.
  - K. Whitaker will reach out to T. Singh to determine the status of the black Focus that has been sitting on Stonebridge Way. It has been sitting for several weeks.
  - M. Waldbauer suggested calling the business number at Canton Public Safety to determine if they could assist with the abandoned vehicle. K. Whitaker will reach out to Public Safety to determine if they are able to assist.
  - K. Whitaker will participate in the DTE Lighting seminar to determine if there is any value for the HOA to participate. Based on previous information, it was a very costly and expensive option.
  - M. Waldbauer is working on updating the Table of Contents for the new Covenants & Restrictions that are on our website.
  - K. Whitaker and D. Watson had some discussion on the shed that is at the rear of his house that houses his generator. Our C&R's state that there are no outdoor storage sheds allowed. The Board had some discussion about the generator and the shed.
  - M. Waldbauer commented that generators are allowed, but sheds are not allowed.
  - D. Watson commented that whole house generators come with a shed. Also, it's not recommended to run the generator outdoors in inclement weather. It is in place and permanently wired to the house.
  - At the end of the discussion, the Board agreed to table the discussion until the Board can view the shed and then have a discussion and decide at our April meeting.
- ✓ *D. Watson motioned to approve the President's Report. Second by M. Waldbauer. Ayes all present; the motion carried.*

#### **VICE PRESIDENT'S REPORT:**

- T. Singh was not in attendance.

#### **SECRETARY'S REPORT:**

- J. Hegarty thanked the Board for the feedback and comments from the January and February minutes.
  - J. Hegarty requested that K. Whitaker upload the final minutes from our January and February meeting minutes to our Dropbox folder.
- ✓ *D. Watson motioned to approve the Vice President's Report. Second by M. Waldbauer. Ayes all present; the motion carried.*

#### **TREASURER'S REPORT:**

- M. Waldbauer provided a summary of the Treasurers reports to the Board for review. There were no questions or concerns.
- M. Waldbauer provided an update on the collection of the 2022 Annual Assessments.

- M. Waldbauer shared with the Board that after he makes the deposits on March 14<sup>th</sup>, we should have a balance of approximately \$76,000.
  - M. Waldbauer shared that we have nine (9) homeowners that are unpaid to date.
  - M. Waldbauer is pleased with Zelle, and that payment option is proving to be a very efficient and effective payment option. We've received payments from 49 homeowners that have used Zelle.
  - M. Waldbauer has already sent letters reminding homeowners that their assessment is due. M. Waldbauer will send another letter to any homeowners with outstanding assessments and state that we have not received their 2022 annual assessment and they will be assessed a late fee in one week. The final letter will be sent one week into April and the homeowner will be notified that they have been assessed a late fee.
  - M. Waldbauer shared that New Door Title company sent a check for \$243.29 to cover the outstanding debt on Lot #156. The HOA has now been made whole on Lot #156.
- ✓ *D. Watson motioned to approve the Vice President's Report. Second by K. Whitaker. Ayes all present; the motion carried.*

## **DIRECTOR and COMMITTEE REPORTS**

### **ROADWAY MANAGER'S REPORT:**

- D. Watson shared that the landscaping company, Oakley, is requesting a 2.5% increase from 2022. The cost will increase from \$12,300.00 in 2022 to \$12,600.00 in 2023.
  - They are still unable to provide the sprinkler service and support. They do not have the labor to provide that service. The quote includes two (2) fertilizations.
  - The Board suggested that we accept the quote and request an additional two (2) fertilizations.
  - D. Watson will request additional services for the same rate.
  - The Board discussed the need for additional fertilizations due to the weeds we had last year.
  - The additional fertilization will increase our costs by \$978.00.
  - J. Hegarty suggested we add one (1) more fertilization for this year.
  - We will also get a 3% pre-pay discount.
  - D. Watson will inquire about the additional services and cost and text the Board for an electronic vote.
  - M. Waldbauer requested a hard copy once we agree on a final service and cost.
  - The next PRRMA meeting is scheduled for March 14, 2023.
  - The plan is to finalize the roadway projects for 2023. K. Whitaker asked about the sidewalk program. D. Watson will inquire and report back to the Board.
  - The Board discussed the Facebook feedback from a couple of homeowners on the speed of the snowplow drivers. The Board discussed the feedback and agreed that the heavy snowfall required a certain speed and pace from the drivers and there was no desire to discuss this with our snowplow supplier.
  - There was an issue with some sod that was damaged by the snowplow drivers. D. Watson shared that the sod has already been repaired.
- ✓ *J. Hegarty motioned to approve the Vice President's Report. Second by M. Waldbauer. Ayes all present; the motion carried.*

### **ARCHITECTURAL REVIEW COMMITTEE (ARC):**

- No new requests for the month of February.

**SUBDIVISION COMMUNICATION COORDINATOR'S REPORT:**

- M. Waldbauer reporting on behalf of J. Waldbauer, who was not able to attend the Board meeting. M. Waldbauer has been updating the website since October 2022.
- M. Waldbauer asked for a new neighbor definition – is it two months? Three months?
- K. Whitaker has what he needs and will reach out to M. Waldbauer if he needs additional information.

**OLD BUSINESS:**

- No Old Business

**NEW BUSINESS:**

- No New Business

**NEXT MEETING DATE:** Monday, April 10, 2023 @ 7:00 PM from the Canton Township Administration building, Meeting Room B and via a Zoom conference call.

**ADJOURNMENT:**

*✓ D. Watson motioned to adjourn at 8:00 PM. Second by M. Waldbauer. Ayes all present; the motion carried.*

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