

# *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, May 8, 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, M. Waldbauer, J. Hegarty, D. Watson

**BOARD MEMBERS VIRTUALLY PRESENT:** T. Singh

**BOARD MEMBERS ABSENT:** None

**GUESTS ALSO PRESENT:** Kate and Tom Borninski, Lot #16. Sue Henson, Lot #105

**CALL TO ORDER:** K. Whitaker called the meeting to order at 7:00 PM

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

- ✓ *J. Hegarty motioned to approve the April 10, 2023, Board of Directors meeting minutes. Second by D. Watson. Ayes all present; the motion carried.*

**ANNOUNCEMENTS:** None

### **CITIZEN / HOMEOWNER NON-AGENDA COMMENTS:**

- Kate Borninski thanked the Board for their prompt attention to the street parking issue and clarifying Section 20 of the Covenants and Restrictions. Kate also thanked the Board for the clarification that Section 20 does not limit street parking to within property lines or certain spots. Kate thanked the Board for their service to our subdivision.
- Sue Henson discussed the Facebook (FB) policies that were generated the policy and approved the policy on Feb. 18, 2017. Sue suggested we revisit the policy to ensure that the current Board continues to support the policy and/or revisit the policy if revisions are needed. Sue shared hard copies with the Board.
- The original intent of the FB policy was to address problems that were impacting social media. Sue started the FB PVHA Group page in 2012 and at the time, there was some bullying on social media.
- The previous Board decided to enact the FB policy to ensure that the FB posts were civil and professional. Sue reiterated the goal of the policy is to convey information quickly from the Board.
- Sue asked the Board if any amendments are needed and/or is the FB Group page being used appropriately.
- The Board feels that we've been able to manage the negative comments and delete posts that are inappropriate.

- Don Watson, Roadway Manager, appreciates the posts and feedback as they enable him to address any snow removal or landscaping issues quickly.
- After much discussion, the Board feels that the FB Group page is an effective and efficient communication tool and is not recommending any changes to the policy.
- Sue shared with the Board the FB has the option to include a 'Sale' page which is designed for neighbors that want to sell items.
- It's very similar to FB Marketplace – but specifically designed for our subdivision.
- After much discussion, the Board decided to hold off on implementing the FB Sale page due to the competing options (FB Marketplace, Craigs List, etc.)

## **OFFICERS' REPORTS**

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

- K. Whitaker received the quote from DTE for the subdivision lighting. K. Whitaker attended a seminar to provide DTE with the relevant information so they could develop a custom quote.
- The cost to install nine (9) streetlights is \$50,000, which can be financed over a five-year period. In addition to the installation costs, it will cost \$3,000 per year to pay for the energy usage.
- Total cost is \$13,000 per year.
- The Board discussed the streetlight option and agreed it was too costly to pursue at this time.
- K. Whitaker posted the Garage Sale on our website and is now scheduled for June 1-3, 2023.
- K. Whitaker provided an update on the **Welcoming Committee**.
- K. Whitaker thanked Kate Borninski for obtaining packets from the township and the Welcoming Committee plans to share those with the six (6) new homeowners that recently moved into the subdivision.
- The process of visiting new homeowners should start in the next couple of weeks.
- K. Whitaker and M. Waldbauer met with Tracy Danner of Zelmanski, Danner, & Fioritto, PLLC (ZDF) on April 25, 2023, to determine if they would be an option to handle collections for the Subdivision. We are currently dealing with the Association Dues Assurance Corporation (ADAC) for our collections and the John Rickel Law firm for foreclosures and legal activity.
- If we have delinquent homeowners next year, the Board may engage ZDF to assist with collections.
- K. Whitaker has not heard any more information on the back flow audit from Canton Township.

✓ *D. Watson motioned to approve the President's Report. Second by T. Singh. Ayes all present; the motion carried.*

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

- T. Singh sent a letter to Lot #3 on April 18, 2023, for unsightly conditions. There is a large dead tree in the backyard and the neighbor at Lot #4 complained of the red mulch adjacent to the driveway.
- J. Hegarty requested that T. Singh reach out to Canton Township and ask if they would cut the grass for Lot #25. The Township cut the grass in 2022 and billed the property owner.

✓ *D. Watson motioned to approve the Vice President's Report. Second by J. Hegarty. Ayes all present; the motion carried.*

## **SECRETARY'S REPORT:**

- J. Hegarty is reviewing the three (3) boxes from Jamie Mitchell, the former Secretary of the PVHA Board.
  - J. Hegarty suggested that we need to retain documents for seven (7) years.
  - If the documents are more than seven (7) years old, or electronically stored on Drobox, then J. Hegarty can dispose of the documents.
  - J. Hegarty will ensure that the documents are shredded with an appropriate agency or Township-sponsored event.
  - J. Hegarty thanked the Board for the feedback and comments from the April minutes.
- ✓ *D. Watson motioned to approve the Vice President's Report. Second by T. Singh. 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.
  - J. Hegarty asked a question about credit card charges of \$114.46. M. Waldbauer explained the debit was fraud and the corresponding credit from Bank of America was placed on our account once the investigation was completed. M. Waldbauer reviewed the Budget Report with the Board.
  - M. Waldbauer typically receives an audit refund from our insurance company by April for the workers' compensation. The audit must be completed January 20<sup>th</sup>.
  - M. Waldbauer contacted Travelers Indemnity Company, our insurance underwriter for workers' compensation, and they told M. Waldbauer that we were not entitled to a refund for FY-2022.
  - M. Waldbauer communicated with William Springer, our agent at the Conrad Insurance Agency, who then initiated a formal dispute of the audit.
  - After two weeks it was determined that Travelers made a mistake and that we were entitled to a refund.
  - M. Waldbauer explained the logistics of moving away from our current collection agency, ADAC. If we move to ZDF, they will act as the Association's attorney. The Board would be the collection agency. The process and concept are very different from ADAC if we engage ZDF. There would be a significant increase in the workload for the Treasurer and the Board.
  - M. Waldbauer and K. Whitaker feel that the process will be much faster, more intense and a much quicker resolution.
- ✓ *J. Hegarty motioned to approve the Vice President's Report. Second by D. Watson. Ayes all present; the motion carried.*

## **DIRECTOR and COMMITTEE REPORTS**

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

- D. Watson confirmed that the mailboxes are under contract for waxing.
  - D. Watson confirmed that Black Diamond will turn on the sprinkler systems after May 15, 2023.
  - D. Watson reported that there are no roadway projects scheduled for this year.
  - No date is set for the next PRRMA meeting.
- ✓ *T. Singh motioned to approve the Vice President's Report. Second by J. Hegarty. Ayes all present; the motion carried.*

**ARCHITECTURAL REVIEW COMMITTEE (ARC):**

- The request to install a whole house generator and storage shed for **2024 Stonebridge Way, Lot #78** was **DECLINED** by the PVHA Architectural Review Committee. The ARC Team is working with the homeowner to see if we can find a mutually agreeable solution.

**SUBDIVISION COMMUNICATION COORDINATOR'S REPORT:**

- J. Waldbauer is ready to send out a mail chimp email but the only information she has is for the Garage Sale.
- J. Hegarty suggested we let homeowners know that we have elections coming up and we will need new Board members to fill several roles.
- K. Whitaker volunteered to write the article and send it to J. Waldbauer.
- M. Waldbauer shared a concern from a neighbor regarding toys that are left out at night. After a short discussion, it was determined that the Board had no ability to address the toy concern and recommended that the neighbor raising the concern reach out to the neighbor to address the toy issue.

**OLD BUSINESS:**

- No Old Business.

**NEW BUSINESS:**

- No New Business.

**NEXT MEETING DATE:** Monday, June 12, 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 8:22PM. Second by M. Waldbauer. Ayes all present; the motion carried.*

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