

Pheasant View Homeowners' Association

PO Box 871463, Canton, MI 48187

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, October 18, 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: None - zoom only

BOARD MEMBERS VIRTUALLY PRESENT: M. Waldbauer, J. Hegarty, K. Whitaker, D. Watson

BOARD MEMBERS ABSENT: T. Singh

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 September 11, 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 mailed the election ballots on October 25, 2023.
- K. Whitaker received an update from Tom Gaffka, Facility Services, Canton Township, regarding the Summit Parkway lighting issues. Apparently, they lost the neutral circuit on the lights on Summit Parkway. K. Whitaker responded to the homeowner that raised the issue to the Board.
- K. Whitaker scheduled a meeting to discuss the Solar Panel strategy for November 2, 2023, at 7:00pm.
- K. Whitaker informed the Board that the landscaping project for Lot #1 is about 90% done. The Board discussed the repairs to the mailbox post and decided to wait to make the repairs until the landscaping project is finished.
- K. Whitaker suggested that we complete the landscaping spreadsheet from T. Singh in the Spring when the majority of homeowners are able to take action.
- K. Whitaker reported that the subdivision irrigation system has been winterized and the water meters have been removed. The landscaping has been addressed by Oakley.

- K. Whitaker shared that there are four (4) homeowners on the Welcoming Committee list to visit.
 - K. Whitaker shared that the shed on Lot #18 has been removed.
 - K. Whitaker shared that the Hirzel Law Firm webinars are scheduled for October 19, 2023 at 6pm.
- ✓ *M. Waldbauer motioned to approve the President's Report. Second by D. Watson. Ayes all present; the motion carried.*

VICE PRESIDENT'S REPORT:

- T. Singh did not attend the Board meeting.

SECRETARY'S REPORT:

- J. Hegarty reviewed the PVHA Declaration of Covenants and Restrictions (C&R's) concerning the escalation process if a homeowner disagrees with the decision by the Architectural Review Committee (ARC).
 - J. Hegarty shared/reviewed Section 1 of the C&R's that states there is no escalation process, and the ARC has final approval on all requests.
 - J. Hegarty thanked the Board for the feedback and comments from the September meeting minutes.
- ✓ *M. Waldbauer motioned to approve the Vice President's Report. Second by D. Watson. Ayes all present; the motion carried.*

TREASURER'S REPORT:

- M. Waldbauer emailed the October Treasurer's report to the Board for review.
 - M. Waldbauer responded to a question from K. Whitaker regarding the bulb reimbursement from PRRMA.
 - J. Hegarty asked a question on the Budget Report (Monthly) regarding the assessments, late fees, etc. M. Waldbauer provided a response that clarified J. Hegarty's question.
- ✓ *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 shared the snow removal proposal from Seasonal Property Management for the 2023-2024 season. The proposal is \$6,000.00 for Full Service (snowplow and salting services).
- D. Watson made a motion to approve the Full-Service proposal from Seasonal Property Management for the 2023-2024 season. Second by J. Hegarty. Ayes all present; the motion carried.
- D. Watson will contact Seasonal Property Management to ask them to forward a current CLI and invoice to M. Waldbauer for payment.
- M. Waldbauer purchased lights for the Crowndale entrance. D. Watson will work with PRRMA to get reimbursed for the lights.

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

ARCHITECTURAL REVIEW COMMITTEE (ARC):

- The request to replace the driveway for **2168 Stonebridge Way, Lot #47, was APPROVED** by the PVHA Architectural Review Committee.
- The request to install Renewal by Anderson windows for **1909 Stonebridge Way, Lot #100, was APPROVED** by the PVHA Architectural Review Committee.
- The updated request from September 6, 2023, to install brick pavers between the sidewalk and the street and four (4) pillars for **1648 Crowndale Lane, Lot # 1, was APPROVED** by the PVHA Architectural Review Committee. Two (2) pillars will be placed adjacent to the new step and two (2) pillars will be placed adjacent to the brick paver walkway closer to the house. Pillars **will not** be placed adjacent to the sidewalk.

SUBDIVISION COMMUNICATION COORDINATOR'S REPORT:

- M. Waldbauer continues to update the PVHA website.
- M. Waldbauer worked with J. Waldbauer to update the PVHA website to allow electronic voting.

OLD BUSINESS:

- K. Whitaker met with Kate Borninski regarding a position on the Board and she is interested, and her name will be added to the ballot.

NEW BUSINESS:

- Meeting on Solar Panel Strategy scheduled for November 2, 2023, at 7pm via Zoom.
- M. Waldbauer shared a letter he received from the U.S. Postal Service that the letter carrier is experiencing delivery issues due to low-hanging branches from your curb tree(s). The letters were not delivered to all homeowners.
- K. Whitaker offered to scan the letter and send it out to all homeowners.
- M. Waldbauer noticed a utility trailer on September 20, 2023, parked at 1340 Crowndale, Lot #153. K. Whitaker will ask T. Singh to send a letter to the homeowner.
- M. Waldbauer shared that the Amended and Restated Declaration of Covenants and Restrictions and Restated Articles of Incorporation have been posted to the PVHA website. A scanned copy was previously posted on the website. The new posting contains a table of contents with embedded hyperlinks making the document searchable from the TOC.

NEXT MEETING DATE: Monday, November 13, 2023 @ 7:00 PM from the Canton Township Administration building, Meeting Room B and via a Zoom conference call. The Board decided to purchase snacks and water for the Annual Board Meeting.

ADJOURNMENT:

- ✓ *D. Watson motioned to adjourn at 7:46PM. Second by J. Hegarty. Ayes all present; the motion carried.*

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