

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, August 14, 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: Zoom Only

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

BOARD MEMBERS ABSENT: None

GUESTS ALSO PRESENT: None

CALL TO ORDER: K. Whitaker called the meeting to order at 7:01 PM

APPROVAL OF THE MINUTES:

- ✓ *M. Waldbauer motioned to approve the July 10, 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 and M. Waldbauer worked on the entrances trimming trees. Oakley Lawn service provided us with a Quote for \$300 to remove the two piles at the entrances.
- K. Whitaker provided an update on the **Welcoming Committee**.
- K. Whitaker and Tammie Hegarty visited four (4) new homeowners, but unfortunately none of the homeowners were home and/or did not answer their doors.
- K. Whitaker drafted a Welcome letter and placed it in each one of the mailboxes. The letter Welcomed them to the neighborhood and asked to let us know when they are available so the committee could stop by and provide a Welcoming Gift and packet of information.
- K. Whitaker shared his experience with the Canton Cross Connection program. The subdivision has not received a letter from Canton Township for the Cross Connect program for our sprinkler system.
- K. Whitaker shared that we received the invoice from Black Diamond for the work they have performed.

- K. Whitaker shared that the John Rikel Law Firm sent a letter to the HOA confirming our intention to use them as our representative moving forward in cases of delinquent HOA fees.
- K. Whitaker requested the Board review the letter before K. Whitaker signs it and returns to Rickel Law Firm.
- K. Whitaker applied grass patch behind Lot #4.
- K. Whitaker shared that there is a shed on Lot #18. T. Singh is addressing this and has sent two notices to the homeowner.
- K. Whitaker shared that we are still looking for a replacement for D. Watson, who will not be running for a Board position.

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

VICE PRESIDENT'S REPORT:

- T. Singh sent a letter to address the issue with the shed on Lot #18. T. Singh will send a third letter tomorrow (8/15/2023) to the homeowner.
- T. Singh spoke with the owner of Lot #1 regarding his landscaping improvements. At issue is the asymmetrical relocation of a curb tree and extended paver walkway to the curb. The owner should complete the project within two (2) weeks.
- K. Whitaker evaluated the damage to the mailboxes near Lot #1, and the post and mailboxes were hit by a vehicle. There has been a lot of activity on Lot #1, and it appears that a truck or vehicle may have hit the post.
- D. Watson suggested that we do not fix the mailbox at Lot #1 until the work is complete. The rest of the Board agreed, and K. Whitaker will discuss with Jay from Mailboxes by Bob.
- M. Waldbauer shared his concerns with the spacing of the trees and the large boulders. Twice, M. Waldbauer noticed boulders that rolled into the road.
- T. Singh spoke with the homeowner regarding the spacing of the trees, and the homeowner agreed to add a fourth tree to improve the spacing of the trees.
- K. Whitaker requested the Board complete the spreadsheet that T. Singh shared with us a couple of weeks ago.

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

SECRETARY'S REPORT:

- J. Hegarty continues to review the materials transferred from Jamie Mitchell, the former Secretary of the PVHA Board.
- J. Hegarty thanked the Board for the feedback and comments from the July minutes.

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

TREASURER'S REPORT:

- M. Waldbauer emailed a summary of the Treasurer reports and financial summaries to the Board for review. There were no questions.
- D. Watson requested a call from the owner of Black Diamond to let us know how much we should pay for the services. D. Watson is disappointed with the communication from the owner and is very frustrated with the level of service we have received.
- M. Waldbauer indicated that the invoice is in process.

- ✓ M. Waldbauer shared that we received an original invoice for \$1,910.00.
- ✓ M. Waldbauer received an updated invoice, with an identical invoice number, for \$1,685.00.
- ✓ M. Waldbauer has paid the invoice for \$1,685.00.
- M. Waldbauer shared the feedback from our insurance company. If we add \$50,000 worth of coverage, it will add \$500 a year to our premium. If we move forward, we will need to cancel the current policy and create a new policy. We estimate that it could be as much as \$50,000 to replace all the mailboxes. After much discussion, the Board decided to not pursue the additional insurance coverage.
 - ✓ *J. Hegarty motioned to approve the Vice President's Report. Second by M. Waldbauer. Ayes all present; the motion carried.*

DIRECTOR and COMMITTEE REPORTS

ROADWAY MANAGER'S REPORT:

- D. Watson thanked M. Waldbauer and K. Whitaker for handling the landscaping issues at the entrances. That saved the HOA a significant amount of money.
 - D. Watson will begin to gather snow removal quotes.
 - D. Watson will request our previous vendor for a lower quote based on the reduced number of pushes in 2022.
 - K. Whitaker asked D. Watson to copy him on any significant email communication that may extend past his term.
 - D. Watson shared that Al, the owner of Oakley landscaping, has reached out to the homeowner, Arnie Oliveira, to discuss the issue with the landscaping employee. Al has not been able to meet with the homeowner, despite multiple attempts to connect. At this point, the Board will consider this issue closed.
 - J. Hegarty suggested that the Board send an email to the homeowner and let him know that the Board considers this matter closed.
 - D. Watson does not have a PRRMA meeting on his calendar.
 - M. Waldbauer put the PRRMA check in the mail on 8/14/2023.
- ✓ *M. Waldbauer 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 an in-ground pool for 46437 Southwick Dr, Lot #136, **has been APPROVED** by the PVHA Architectural Review Committee.
- A second/updated request to install a new step, pillars, a walkway to the driveway and boulders surrounding the trees for **1648 Crowndale Lane, Lot # 1, has been** submitted to the PVHA Architectural Review Committee. The ARC Team is in the process of reviewing the additional changes.

SUBDIVISION COMMUNICATION COORDINATOR'S REPORT:

- M. Waldbauer continues to update the PVHA website.

OLD BUSINESS:

- None

NEW BUSINESS:

- K. Whitaker will be following up with Kate Borninski, Jamie Mitchell, and Kevin Yamada to see if they would be interested in running for a Board position.

NEXT MEETING DATE: Monday, September 11, 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 T. Singh. Ayes all present; the motion carried.

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