

Pheasant View Homeowners' Association

PO Box 871463, Canton, MI 48187

WWW.PHEASANTVIEW.ORG



Jim Hegarty	- President
Omar Alomary	- Vice President, Grounds & Maintenance Manager
Ralph Gleba	- Secretary
Mark Waldbauer	- Treasurer
Kevin Whitaker	- Roadway Manager

REGULAR BOARD MEETING MINUTES Monday, April 10, 2017 - 7:00 pm

LOCATION: Canton Township Administration Building, HR Conference Room.

BOARD MEMBERS PRESENT: J. Hegarty, O. Alomary, R. Gleba, M. Waldbauer, K. Whitaker

BOARD MEMBERS ABSENT: None

GUESTS ALSO PRESENT: Sue Henson, Terry Lewiston, Dave Mihelick, Kathy Jahn

CALL TO ORDER: J. Hegarty called the meeting to order at 7:05 PM.

APPROVAL OF THE MINUTES:

- ✓ *M. Waldbauer motioned to approve the March 2017 meeting minutes as amended, second by J. Hegarty. Ayes all present; the motion carried.*

ANNOUNCEMENTS: None.

CITIZEN / HOMEOWNER NON-AGENDA COMMENTS:

1. K. Jahn: Water is pooling on sidewalk in front of her house (Lot 14 – 1818 Stonebridge Way). There is a sidewalk renovation project commencing this summer, the file is stored on PRRMA website that shows which sidewalks are scheduled for repair. Link = PRRMA.org → sidewalk repair map → Pheasant View

OFFICERS' REPORTS

PRESIDENT'S REPORT:

- Worked with Jessica at Township, and changed the conference room to "HR conference room" on the first floor (with the exception of November 2017), mainly due to the wireless issues in the basement.
- There is currently a dumpster on 1465 Crowndale Lane which will be used for construction has been put in the driveway.
- Lot 1 (1648 Crowndale Lane) had a tree fall down last year, and we weren't able to replace it last year and we've asked for a quote from Plymouth Nursery.

- ✓ *R. Gleba motioned to approve the President's report, second by M. Waldbauer. Ayes all present; the motion carried.*

VICE PRESIDENT'S REPORT:

- In the email exchange regarding writing letters to the various homeowners, Lot 3 was the incorrect lot number so no letter was sent.
 - Lot 22: Sent second Letter via first class mail. Had a discussion about what fees to impose for letter #2 and how to collect if the homeowner still non-compliant.
 - Lot 50: There has been a homeowner complaint about the shutter color, the homeowner never submitted a request to the ARC. The Board voted 4-1 on sending a letter to the homeowner requesting he submit a formal request to the ARC.
 - There are several damaged or missing sprinkler heads throughout the sub. O. Alomary sent a note to Independent Lawn Services to see how they plan to rectify the situation.
- ✓ *J. Hegarty motioned to approve the Vice President's report, second by K. Whitaker. Ayes all present; the motion carried.*

SECRETARY'S REPORT:

- None

TREASURER'S REPORT:

- Question on the 2017 Budget report page 2: \$64+K, underspent by ~800%,
 - One more check from the Kennedy's will clear their account.
- ✓ *O. Alomary 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:

- ✓ PRRMA meeting occurred two weeks ago, the bids are not in for all of the construction work. There is a meeting scheduled for the end of April to make a decision on the contractor with the plan to have a single contractor. Three companies have received the bids, but there is no guarantee that we'll get bids from all of the contractors.
- ✓ There is a plan to sweep all of the streets in our subdivision, once in the spring and once in the fall.
- ✓ The majority of the PRRMA meeting was dealt with a homeowner complaining about a collapsing driveway. PRRMA has agreed to pay 80% of the cost to replace the driveway @ 452 Merion Drive (Fairway Pines).

ARCHITECTURAL REVIEW COMMITTEE (ARC):

- ✓ There has been one application from Lot 123 (1465 Crowndale) for a roof replacement, APPROVED

SUBDIVISION COMMUNICATION COORDINATOR'S REPORT:

- ✓ None

ACTION ITEM REVIEW:

OLD BUSINESS:

- Tree: once the leaves start appearing, R. Gleba will go around the neighborhood to determine which trees are missing or need to be replaced.
 - Mailbox report: Recap of mailbox history, proposal to ask the homeowner if they want the old mailbox. Fairway Pines will be replacing 1/3 of their mailboxes this year, which should help lower our costs. There is a concern that one particular homeowner has threatened us with a lawsuit if we proceed. June W. presented an alternative letter requesting homeowner's approval. A question was raised to whether we can afford the mailbox project proposal, this needs to be decided ASAP. A couple of additional questions were posed: "Is there a threshold of when we decide not to proceed?" ... "Do we need a written contract with each homeowner for these mailboxes?" The current budget shows a surplus of ~\$46K at the end of the year if we don't implement the mailboxes and we meet our proposed budget.
 - Next steps / questions that need to be answered:
 - Have another attorney look to see if we have the right to replace the mailboxes given that they are located on the easement.
 - Do we need a legal contract with every homeowner before we can continue?
 - Can we get the USPS postmaster to sign the letter on their letterhead?
 - The Board agreed that a "personal" letter needs to be hand delivered.
 - Can we ask the vendor to investigate options? (install 50/50, install 100%, but pay 50/50)?
 - Motion: move forward with mailbox initiative, with a version of the letter that June provided, Board and volunteers going house to house in pairs, talking with the homeowners. For those homeowners who don't live in the subdivision, we will send an email followed by normal USPS mail. We feel that we need at least 60% of homeowners to approve the project. K. Whitaker will approach vendor to see if we can split the payments 50/50, budget not to exceed \$22.5K/year.
- ✓ *J. Hegarty motioned above, second by M. Waldbauer. Ayes all present; the motion carried.*

NEW BUSINESS:

- There are broken down vehicles on Lot #23. O. Alomary to send a letter to the homeowner requesting removal of these vehicles.
- Landscaping: Continue using Terry Lewiston for the landscaping up to \$5K. T. Lewiston to send a proposal to K. Whitaker.

NEXT MEETING DATE: Regular meeting, Monday, May 8, 2017 Canton Township Administration Complex HR Conference Room – 7:00 PM.

ADJOURNMENT: MOTION:

- ✓ *Jim motioned to adjourn, second by Kevin. Ayes all present; the motion carried.*

The meeting adjourned at 8:50PM.

Minutes Respectfully Submitted,
 Ralph Gleba
 Secretary – Pheasant View Homeowners' Association