

Pheasant View Homeowners' Association

PO Box 871463, Canton, MI 48187

WWW.PHEASANTVIEW.ORG



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

ANNUAL BOARD MEETING MINUTES Monday, November 18, 2024

LOCATION: Canton Township Administration Building, Meeting Room E. 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: M. Waldbauer, J. Hegarty, K. Whitaker, K. Borninski, T. Singh

BOARD MEMBERS VIRTUALLY PRESENT: None

BOARD MEMBERS ABSENT: None

MEMBERSHIP PRESENT AS REPRESENTED BY LOT NUMBER:

10 people attending representing lots 14, 16, 35, 38, 46, 56, 66, 107, 113 (2 attending)
(See the attached meeting sign in sheet).

MEMBERSHIP PRESENT VIA PROXY:

32 representing lots 1, 5, 8, 9, 17, 27, 31, 45, 47, 48, 50, 51, 52, 55, 58, 59, 62, 71, 84, 86, 94, 95, 106, 108, 111, 115, 128, 132, 140, 144, 145.
Forty-one total memberships represented.

CALL TO ORDER: J. Hegarty called the meeting to order at 7:09 PM

APPROVAL OF THE AGENDA:

✓ *J. Hegarty motioned to approve the November 18, 2024, Agenda. Second by K. Whitaker. Ayes all present; the motion carried.*

APPROVAL OF THE MINUTES:

✓ *T. Singh motioned to approve the November 13, 2023, Annual meeting minutes. Second by K. Harrington. Ayes all present; the motion carried.*

ANNOUNCEMENTS: J. Hegarty thanked K. Whitaker and T. Singh for the treats they brought to the meeting. Introductions were made.

OFFICERS' REPORTS

PRESIDENT'S REPORT: 2024:

- J. Hegarty explained the roles and responsibilities of the PVHA Board of Directors. He also informed the membership about the role of an Executive Session meeting of the Board of Directors. Executive Sessions are used when the Board of Directors needs to discuss delicate

legal and private personal identifying information related to assessments and finances. PVHA's legal firm advised us to discuss this kind of information only during an Executive Session meeting.

- There is only one lot with an unpaid annual assessment.
- There have been work and expenses for mailboxes and for the irrigation systems.
- J. Hegarty thanked the members of the Architectural Review Committee for their service in the subdivision.
- J. Hegarty updated the membership on Public Act 68 of 2024 (formerly HB 5028) which prohibits homeowner associations from denying homeowners' requests for certain energy saving modifications to their homes and property. This includes solar panels. PVHA has already had a few requests for solar panels. Homeowners' associations also must create a policy on solar energy within one year.
- J. Hegarty also updated the membership on the status of the PVHA Facebook group. S. Henson has been the administrator for the group but will be stepping out of that role. J. Hegarty thanked S. Henson for her work on the group. The PVHA Board of Directors and S. Henson reviewed the Facebook group policy together. The individual members of the Board of Directors also became moderators of the group to spread the work between several people from now on.

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

VICE PRESIDENT'S REPORT:

- T. Singh provided a summary of his efforts to ensure our C&Rs are followed as tasked to do so by the Board of Directors.
- T. Singh answered concerns about Lot 25. There is a for-sale sign, and no one currently lives there. The township bills the homeowner for mowing there. The owner has paid the 2024 annual assessment.
- T. Singh also notified homeowners of low-hanging tree branches. J. Hegarty and K. Whitaker knocked on these doors and trimmed some of those trees if the homeowners did not. There is still more trimming that needs to be done. There was a suggestion to add information about tree trimming to the Facebook group in 2025.

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

SECRETARY'S REPORT:

- K. Borninski discussed the role of the secretary—taking monthly Board of Directors' Meeting Minutes and any Executive Session or Special Board Meeting Minutes.
- K. Borninski thanked the other board members for their feedback on minutes.
- K. Borninski also puts meeting notices on the PVHA Facebook group.
- She has also been able to be a liaison with Canton Township on such concerns as enforcement of stop signs, road laws, and speed limits in the subdivision. She also invited D. Norwood, Canton Township Municipal Services Director, to the August Board of Directors meeting to discuss questions and concerns about the township's new solid waste hauler.

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

TREASURER'S REPORT:

- M. Waldbauer shared the balance sheet and budget report with the attendees and suggested they visit the PVHA website, Treasurers Tab, for additional reports and financial information. The balance sheet shared is up to date as of November 15, 2024.
- The owners of Lot 25 (as previously mentioned) have no outstanding balance owed to PVHA.
- M. Waldbauer discussed Pheasant Run Roadway Management Association (PRRMA). It includes PVHA, two other subdivisions and Canton Township. PRRMA payments make up about 60% of the PVHA expenses each year.
- M. Waldbauer noted that the irrigation system is aging and will likely require increased maintenance in 2025.
- Insurance and Workers' Compensation bills will be coming soon and M. Waldbauer will send out 2025 Annual Assessment letters in January.
- As of now, M. Waldbauer predicts a budget carryover of about \$21,000 for 2025. As of this meeting, M. Waldbauer is not recommending an increase in annual assessments for 2025.
- There is one homeowner who has not paid the 2024 assessment. The foreclosure process has started.

✓ *J. Hegarty motioned to approve the Treasurer's Report. Second by K. Whitaker. Ayes all present; the motion carried.*

DIRECTOR and COMMITTEE REPORTS

ROADWAY MANAGER'S REPORT:

- K. Whitaker shared that PVHA resourced the irrigation maintenance to A. Zidzik. Many issues have been resolved with the irrigation system.
- The lawn service is still Oakley Lawn Service. They wanted to cut back on fertilizer applications to two, PVHA asked for four applications.
- K. Whitaker was able to get a reduction in quote (\$6500 to \$6200) from Seasonal Snow Removal and discussed a few concerns with this company. Seasonal Snow Removal is contracted for the 2024/25 season (Nov. 15-April 15).
- K. Whitaker stated that he represents PVHA at the monthly PRRMA meetings. PRRMA had Spaulding DeDecker evaluate roads, curbs, and sidewalks in the member subdivisions. The total amount to repair everything Spaulding DeDecker recommended is \$1.4 million, due to the recommendation of the replacement of all curbs in Fairway Pines. PRRMA is asking for an increase in fees from its membership. The most PRRMA can ask for is a 10% increase, which would be about \$6,000 for PVHA. Pheasant View is looking at about \$21,000 worth of work from the evaluation by Spaulding DeDecker.
- A tree service came and worked on trees and bush clean up on the berm along Beck Rd.
- Tree trimming by K. Whitaker and J. Hegarty started this fall.
- K. Whitaker contacted Canton Public Works about repairing the leaking fire hydrant in a cul de sac island.
- There was a question about sidewalk repairs. K. Whitaker stated that the priority in repairing sidewalks is eliminating any trip hazards. Second is pooling water.

✓ *M. Waldbauer motioned to approve the Roadway Managers Report. Second by T. Singh. Ayes all present; the motion carried.*

ARCHITECTURAL REVIEW COMMITTEE (ARC):

- J. Hegarty provided a short background on the duties of the ARC team. They try to be reasonable but also keep standards high.

- J. Hegarty shared that Canton Township stopped requiring HOA approval before issuing building permits. The ARC reviews plans submitted by homeowners and makes sure that they are approved by the township as well.
- J. Hegarty stated that solar panels will be a challenge for the ARC to manage and review.

SUBDIVISION COMMUNICATION COORDINATOR'S REPORT:

- M. Waldbauer had been updating the PVHA website. He posts in the Facebook group pointing back to the website.
- Methods of communication include Mailchimp (newsletters), Facebook, and the website.
- Online voting for subdivision elections and online bill pay have been implemented.

ORDERS OF THE DAY:

- Election summary:
 - A total of forty-one votes were cast – 32 votes were online.
 - T. Singh received 40 votes.
 - K. Whitaker received 41 votes.
 - J. Hegarty shared that Board positions will be discussed, and elections will take place at the next Board meeting on Monday, December 9, 2024. T. Singh and K. Whitaker are elected for another 2 years.

CITIZEN / HOMEOWNER NON-AGENDA COMMENTS:

- J. Gray, Lot 35, would like to make a reminder to the snow removal company so that they do not push up snow on the sidewalks at corner houses. She said that it has not happened in several years though. K. Whitaker stated that the sidewalk along Beck Rd. also needs snow removal, and he has reminded Seasonal about these concerns. He also stated that if there is a snow emergency in Canton, Seasonal may only plow down the middle of the road at first, for access. Seasonal should come if there is two inches or more of snow.

NEXT MEETING DATE: Monday, December 9, 2024 @ 7:00 pm via a Zoom conference call.

ADJOURNMENT:

✓ J. Hegarty motioned to adjourn at 8:27 PM. Second by T. Singh. Ayes all present; the motion carried.

Minutes Respectfully Submitted,
Kate Borninski
Secretary – Pheasant View Homeowners' Association