

Arbor Hills Condominium Association Board Meeting Minutes – April 2018

Date: Monday April 30, 2018

Location: Clague Middle School, Media Center. This was an open meeting

Board Members:		Present	Absent	Residents	Unit
President:	Dennis Stom	X		Usha Jindal	119
Vice President:	David Wang	X		Steven Turner	186
Treasurer:	Rajiv Saxena	X		Brian, Griffen Charnetski	133
Secretary:	Thomas Edwards	X		Dave DeLauter	30
Member at Large	Steve Haddrill	X		Ig Justyna	159
Management Rep:	Neil Kollipara	X		Jane Klingston	184

Agenda:

- A. Call to Order & Roll Call.
- B. Approval of Minutes (March 2018)
- C. Treasurer’s Report: The manager gave some figures, and an expense and revenue report;
 - a. Synopsis \$77,000, collected, \$16,778 expenses, Net \$ 60,877.60
- D. Management Report
 - a. Street Lights
 - i. Light replacement; a number of the old high-pressure sodium lights are out and have to be replaced. The Board must decide if they will be replaced with LED’s.
 - ii. Results from the most recent survey showed that 85% of respondents wanted LED replacement.
 - iii. Quotes from vendors give a HPS bulb replacement at \$290.00 and 54W LED and head conversion at \$210.00. The LED’s can be color matched.
 - iv. Lights numbers include: 13, 14, 16, 17, 37. Repair of 39 (solar panel powered)
 - v. A bid also needed to repair a ground light that was run over at the front entrance. See below for comments.
 - b. Fence Repair at front entrance:
 - i. Damage was caused by a car that was avoiding a stopping car. Will be paid for the driver’s insurance. Repairs in 4 weeks.
 - c. Sidewalk trip hazards: notices to be sent to homeowners.
- E. Old Business
 - a. Approval of 2018 Budget
 - i. Some line items were reduced, some increased, and others eliminated from 2017.
 - ii. It was recommended by some residents that a 10% contingency be set aside for unexpected expenses, (\$2800).
 - iii. It was also suggested that the budget be approved in September, before the elections in October. It was pointed out that due to the change in management, to Casa Bella and a large number of bids for a number of maintenance projects, the final budget was delayed.

- iv. Several residents wanted almost \$22,000 restored to the budget for Basin perimeter cutting, cattail control, herbicides and wetland “cleanup”. See below for notes on discussion.
- v. Budget approved, with a contingency about the wetlands: per Mr. Saxena that the wetland dispute be resolved within 60 days.
- b. Comments from residents on the management report and old business.
 - i. Jane K. suggested an engineering study by the city for the curve at Green Road to address the increase in accidents at our entrance.
 - ii. Also, with regards to curb and asphalt sealing, that the Association should hire an attorney to force the city to take over maintenance of our streets and sidewalks based on the public park access argument.
 - iii. Pond Maintenance and repair: Jane K. wants a new drain to be laid between Lochaven Green and Pond H to alleviate spring flooding on Lochaven Pond. Steve T. said that cattails, and brush should be completely removed from ponds, including Lochaven and Pond D.
 - iv. Usha J. said that a new engineering study was needed with regard to ponds C and D. It was pointed out that our former engineer (Atwell) has declined any further involvement. The funding for improvements should be put back in the budget.
 - v. In April 2017, The Board, residents and Jerry Hancock, city engineer did a site visit to the ponds. Mr. Hancock has the minutes of this visit. There was a dispute as to what was recommended at this meeting. A small creek runs into Lochaven Green from under US 23. An MDOT representative has said we could not divert or alter this drain.

F. New Business

- a. Discuss dead tree removal from Pond. Based on the discussion above, the Board has resolved to do the following;
 - i. Review the actual minutes with the city, and consult with the city engineers and the city administrator to see what our options are.
 - ii. Work out a decision tree, with the simplest and least expensive options tried first.
 - iii. Mr. Saxena suggested that this issue be resolved in 60 days, so the budget can be modified as needed.
- b. April newsletter reviewed and approved.

G. New Business, closed session:

- a. CPA Review, as opposed to a full audit: 3 initial bids, with a 4th added.

CPA	Price
Subar	\$2,500
Gwizdala	\$1,200
Cole, Newton, & Duran	\$3,025
Michigan Community CPA	\$ 850

- ii. Board voted to accept the MC CPA bid for 2017 and 2018.

- b. Street sweeping bids:

Contractor	Price
Metro Environmental	\$2,395
RJR Services	\$1,350
C & J	\$475
B & J	\$675

- i. The Board authorized the bid by C & J for 2 years. The manager said he would ask if they would come down a little on their price.

c. Asphalt and crack repair on the roads.

i.

Contractor	Price	Quantity (lineal feet)
DCAM	\$6455	10,000
Midwest Paving Contracting	\$6500	9,900
Midwest paving Contracting	\$1300	repair catch basin on Kilburn (near 15 mph sign)
S&J Asphalt Paving	\$7000	10,000

ii. Resolved to vote by email by May 9th.

d. Painting of light polls

i.

Street light pole painting. Bid comparison is as follows:

Contractor	Price
Master Craft Coatings	\$6,500
Perkins Painting	\$9,450
J&B Painting	\$10,000

A couple side notes:

- Perkins Painting handled the project about 10 years ago. They also painted the entry sign.
- The rust inhibitor stated in two of the three contractors' proposals is for the metal base of each light post.

ii. Table this until DTE gives a quote on total fixture replacement.

e. Community sidewalk trip hazards.

i. Mr. Edwards and Kollipara documented trip hazards with photos.

ii. The Manager will draft a non-confrontational letter to advise the homeowner of the hazard and the need for repair.

iii. Some the hazards are in the common areas. When the Board solicited bid, it could include a package deal for the entire neighborhood, the each owner paying their share.

H. Next meeting

a. Will be an open meeting, probably at Clague. Set for Thursday May 24, 2018

b. June meeting set for Monday, June 25th, perhaps at Kilburn Park if the weather is good.

I. Adjournment: about 9:20 pm.