
AHCA BOARD MEETING MINUTES

JUNE 14, 2023

Wednesday, June 14, 2023: 6:00 PM – 8:00 PM – Don Triveline's Deck

Board Members in attendance: Carla Charlebois, Thomas Edwards, Sherri Fountain, Ig Justyna, Don Triveline

Management Representative: Colleen O'Rourke, Casa Bella Management (subbing for Emily Whiting who is on maternity leave until August 1, 2023)

Approval of Previous Meeting Minutes

- ❖ Board Meeting Minutes, of 4/26/2023. (1 min)
 - March 21, 2023 minutes approved
 - April 26, 2023 minutes approved (with one minor revision)

Financial/Legal/Administrative Overview

- ❖ Casa Bella Management report
 - Neighborhood visit report and June 1 deadline for corrective action (15 min)

Ron K. from Casa Bella will be conducting the next inspection, but it will likely be delayed. Several letters were sent out by Emily within the past 2-3 months. These letters informed co-owners that they have until June 30, 2023 to correct issues of concern (e.g., tree replacement; removal of dead trees; mold removal; trim painting).
 - Legal report (5 min)

One (1) co-owner whose account was in Collections settled his account in April. Colleen reported that no one else is on the attorney's report at this time; however, the Board is aware that a co-owner on Aldwych is still in arrears and should be on the Collections Report because the amount in arrears exceeds \$1000. Emily has been aware of this situation for some time. Colleen will double check on this.
 - Financial reports, (10 min)

The Board previously requested and still needs to see a comparison of 2022 Budget to actual expenditures. Colleen will forward this request to Emily for August. Ig reviewed expenses – everything looked normal. Significant expenses included Continuum (landscaping); PowerVac invoice got paid (but will be reimbursed by the co-owner); Budd's salting. In addition, \$6700 per month goes to reserves each month.
 - ❖ Treasurers report: (5 min)
 - Already covered. Casa Bella has been advised to follow up with the co-owner at 3139 Dunwoodie Road to advise him that, per previous conversation with Ig, he is responsible for reimbursing AHCA in the amount of \$750+ for work performed by PowerVac on the sump line at this property.
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- ❖ Alteration/modification submission/actions: (1 min)

Nothing new reported.

Board Topics-

- ❖ Discuss Kilburn Park Circle co-owner's concern about overhanging trees from common area as well as co-owner's encroachment (fence beyond property line) into common area/wetland. There was lengthy discussion about a legal opinion obtained from Casa Bella's attorney and a deadline for relocating the fence to within property lines. It was also noted that a gate has recently been installed in front of the walkway leading to this co-owner's front door – no Alteration/Modification Request filed. (See below for information about Arbor Tree's report/estimate.)

❖ Review report/quote from Arbor Tree). (15 min)

The Board finally received a report and estimate about AHCA common area trees that were compromised during last winter's ice and snow storms. Unfortunately, the report/estimate was incomplete and did not include any information related to the overhanging trees in the common area behind two (2) co-owners' properties on Kilburn Park Circle. Ig and Sherri made multiple attempts to reach the arborist who owed us a report. On Friday, 6/9/2023, Sherri called the main office at Arbor Tree to express concern about the lack of response by their arborist. On June 13, 2023, the arborist called Sherri and promised to provide a report about the overhanging trees behind the two (2) properties on Kilburn Park Circle. This "report" (a text message), was provided to the Board on 6/14/2023. (These trees were visually inspected by the arborist in mid-March.) The report indicated that "there is no immediate danger; however, no one can predict Acts of God, storm, etc. that may affect tree stability."

The Board has lost confidence in Arbor Tree Service. Due to lengthy delays and lack of professionalism on the part of the arborist at Arbor Tree, the Board unanimously agreed to change to another contractor. We do not believe we can count on Arbor Tree to take care of AHCA's needs in a timely manner. Colleen will contact Continuum to determine if they can assist AHCA with tree-related issues.

Board agreed to have Casa Bella send friendly letters to co-owners who have damaged trees from ice/snow storms and "recommend" that they trim or remove damaged trees. Co-owners should be reminded that they are responsible for taking care of trees on their property (including street trees) and are liable when it comes to safety issues. Ig and Sherri will coordinate compiling the list of co-owners who need to get this letter.

Colleen will contact Continuum and arrange for Josh to speak with Ig about removing fallen tree branches from certain ponds and the common area tree at the end of Strand Court.

❖ Discuss Arbor Tree quote/report for common area damaged tree clean up. (15 min)

Area around Ponds C and D (downed willow branches in Pond C); homeowners along Dunwoodie apparently cut down some of the trees in the common area and made a mess. AHCA will arrange to remove them. Colleen will contact Continuum to clear the dumped branches. Pond B needs to be cleared of two (2) large trees that fell into and/are hanging precariously over the pond.

❖ Discuss the scheduling of street sweeping and street curb weed treatment. (5 min)

Street sweeping contract was approved by the Board about two (2) weeks ago. Casa Bella has notified the company and should know no later than week of June 19 when street sweeping will take place.

❖ Discuss Washtenaw Engineering lack of wetland/storm water system reports (10 min)

Regrettably, Washtenaw Engineering has performed only done 1 inspection out of 4. A spring, wet season, inspection should have been completed. Ig will follow up with Washtenaw Engineering and schedule the next inspection.

❖ Discuss mosquito dunk application. (5 min)

Ig completed 1 dunk in mid-May. Ig and Thomas will apply the next round by June 30.

Add Vedder Electric – The streetlight #24 on Cromwell Road (halfway between Earlmoore and KPC). Emily was supposed to notify Vedder to retrofit the fitting and install a 54-watt LED bulb. Colleen will follow up with Vedder to confirm that this work is scheduled and completed.

❖ Discuss placing boulder at Ashburnam/Ashburnam Ct. (5 min)

Colleen will get an estimate and the Board will decide whether AHCA will assume responsibility for purchasing it. Two (2) boulders needed at corner of Ashburnam Court. Continuum can provide boulders. We still need an estimate.

❖ Discuss Budd's attempt at snow plowing turf damage repair. (5 min)

Reminder: Important to talk to Budd's about expectations in the fall.

- ❖ Review application of cold patch to pot hole at 3127 Dunwoodie (5 min)
Ig patched a huge pothole near Dunwoodie Drive and Kilburn Park Circle – near Elaine Kennedy's house. Smaller potholes were also filled by Ig and Thomas. Moral support provided by Carla.
- ❖ Discuss holding open board meeting (5 min)
Schedule open meeting in August upon Emily's return.

Tabled Topics

- ❖ None

Next Meeting

- ❖ Board Meeting, Tuesday, July 25, 2023. Confirmed. Location TBD.