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## AHCA BOARD MEETING MINUTES

### TUESDAY, MARCH 22, 2022

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Tuesday, March 22, 2022: 7:00 – 9:00 PM - Meeting via Zoom web conference

Board Members in attendance: Carla Charlebois, Thomas Edwards, Sherri Fountain, Ig Justyna, Don Triveline. Management Representative: Adria Willer, Casa Bella Management

#### Review and Approval of Previous Meeting Minutes

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- ❖ February 23, 2022, Board meeting minutes (5 min)

Minutes were just provided to Board members today and are under review for approval.

#### Financial/Legal/Administrative

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- ❖ Casa Bella Management report

- Neighborhood inspections, report of March 15 (15 min)

Violations identified by Adria on 3/15/22: Trash/Recycling/Compost bins; Christmas lights; algae on houses; loose bricks in yards. Board members have also observed loose bricks; wooden pallet on side of house; orange ladder lying in yard for several weeks; yard signs. The Board agreed (again) that the yellow sign board and newsletter should be used to remind people to store bins and remove Christmas light. Ongoing violations dating back to 2020 for algae/mold, paint trim; home repairs, etc. are being handled by Casa Bella through the fine process. The Board asked Adria to handle miscellaneous, minor issues with a “friendly reminder letter” from Casa Bella.

- Legal report (5 min)

Three to four co-owners are \$1000 in arrears on their accounts with Casa Bella and have been referred to our attorney for collections action. The Board confirmed with Adria that Casa Bella has already sent letters to co-owners who are in arrears with their dues, so they should not be surprised to be referred to collections.

- Financial reports, CD update (10 min)

Adria confirmed that one (1) of the two (2) CDs held at Community Financial Credit Union (CFCU), the one that matured on 3/17/22, has been reinvested in a new 1-year CD at CFCU at 0.80% interest.

Another CD, currently held by State Farm (bought out by US Bank/Sandusky, OH), matures on May 1, 2022. (Balance is currently \$73,815.) Renee Kaczmarczyk has requested that the Board make a decision by May 1, 2022 to move this money to a Michigan-based institution such as CFCU or Michigan Government Public Schools Credit Union. Sherri suggested moving this money to our current Money Market account at CFCU to beat the May 1 deadline and then deciding later whether it's worthwhile to move it to a CD. (CD rates are extremely low right now and we may need the money for pavement work next year.) Adria will consult with Renee Kaczmarczyk to confirm whether the Money Market account (which has a current balance of ~\$123,000) offers FDIC protections if the balance exceeds \$250,000.

- ❖ Treasurer's report: (10 min)

Nothing out of the ordinary to report.

#### Alteration/Modification Requests

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- ❖ Alteration/modification submission/actions: (5 min)

No new requests.

## New Topics

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- ❖ Kilburn Park sump water overflow issue (15 min)

Ig reported on his investigation of this issued in response to a co-owner's complaint. The property owner is an absentee landlord who has hired a local property management company. Last year, a contractor came out to clear a small amount of roots out of the co-owner's portion of pipe. This proved to be a temporary fix. It appears the line is plugged again. It is also possible a buried section of pipe at the junction of the co-owner's pipe and the main pipe may also be compromised. The co-owner would be responsible for resolving issues related to his section of pipe; AHCA would be responsible for clearing and/or repairs to the main pipe. This is an urgent situation. Adria will contact Perimeter, LLC on behalf of AHCA to arrange for an inspection of this severe drainage/flooding problem and coordinate Perimeter's site visit with Ig and Thomas.

- ❖ Evaluation of AHCA's ponds/stormwater system (10 min)

Adria has arranged for Washtenaw Engineering to conduct a site visit at 2:00 p.m., Wednesday, 3/23/22, to review our ponds/stormwater system. Adria also contacted Barr Engineering (who referred Adria to Rowe Engineering) and Perimeter, LLC (who recommended Washtenaw Engineering). Adria will follow up with Rowe Engineering to discuss an on-site visit, so we can obtain an additional estimate.

- ❖ Mosquito dunks (Who will order, who will disperse?) (5 min)

Ig will order the dunks through his Amazon account. Treatments need to be done in May, June, July and August. Last year, 300 dunks were ordered (100/month). This year, we may increase to 120/mo. Carla volunteered to disperse the "dunks" this year. Note: Ig believes pond and drain access could be improved by brush hogging pathways. He will seek input from Washtenaw Engineering.

## Open Board Issues

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- ❖ Speeding Issues Work Group, Co-Owner Volunteer (No response, place note in Newsletter?) (5 min)

Multiple attempts have been made to connect with a co-owner who previously approached the Board to volunteer to lead a task force to investigate speeding mitigation options for Arbor Hills. After discussion of various options, the Board decided to post reminders about "slowing down" on the yellow sign board and in newsletters.

- ❖ AHCA Web Site, Board group email status (10 min)

AHCA's is up and running again: <http://arbor-hills.org>. There are continuing problems with the AHCA Board email address. Ig will explore new options. In the meantime, AHCA co-owners should rely on Adria Willer to field their questions and convey messages to the Board. She can be reached at: [awiller@casabellamanagement.com](mailto:awiller@casabellamanagement.com) or (248) 655-1500.

- ❖ Spring (wet season) pond/storm water system evaluations (5 min)

Washtenaw Engineering will visit with Board members at 2:00 p.m. on Wednesday, 3/23/22 to conduct a preliminary, on-site inspection of our ponds/storm water system and, if appropriate, provide an estimate for maintenance that may need to be performed. (Ig just cleared loose debris from the riser adjacent to Pond D.)

- ❖ Evaluation of road surface for minor (cold patch) repairs/evaluation for road testing

Board members will meet on the afternoon on Monday, April 4, 2022 to perform a neighborhood-wide roadway inspection of our pavements. The purpose will be to identify potholes and sections of compromised pavement that can be fixed this spring with cold patch asphalt repairs. The Board will also evaluate general pavement conditions to determine when we should hire a pavement engineering firm to perform testing and evaluation of pavements in anticipation of mill/overlay pavement replacement work in 2022 or 2023.

- ❖ Must make decision if road replacement will be in 2022 or 2023) (15 min)

Site walkover on April 4, 2022 will help the Board determine this.

❖ 123Net Agreement (5 min)

Several weeks ago, in response to inquiries from three (3) co-owners, the Board sought a legal opinion on 123Net's proposal to provide high-speed, broadband internet service throughout Arbor Hills. Several years ago, a similar agreement was signed by a previous Board that gave Comcast/Xfinity certain exclusive rights to serve AHCA residents. The Board was concerned about conflict of interest. Our attorney advised the Board that, due to contractual restrictions, AHCA is prohibited from marketing/promoting 123Net's services. It was further discovered that 123Net would need to dig easement trenches throughout the neighborhood and, potentially, shallow line trenches across co-owners' yards even if the co-owners' don't want to subscribe to 123Net's services. Due to the small number of co-owners expressing interest in 123Net and the potential disturbance/damage to people's lawns/landscaping, the Board voted to deny 123Net access to Arbor Hills at this time. Sherri will draft an email response to the three (3) co-owners who expressed interest in 123Net.

❖ Front entrance sign punch list for Huron Sign. (Ig trimmed bush/moved light) (5 min)

Repeated attempts have been made by Adria to contact Jim Anderson at Huron Sign. No luck. Ig recently trimmed a shrub and adjusted a spotlight to provide better illumination of our sign.

❖ Newsletter, target was mid March (Dogs on leash, trash bins-yellow sign) (5 min)

Draft will be provided by Sherri to the Board by Thursday, 3/24.

### Place Holders for tabled Topics

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❖ Install mail stand metal post guards on 11 posts

Ig has evaluated posts and has identified 11 posts that need replacement post sleeves. He will install new ones when the weather clears. Carla and Thomas volunteered to help.

❖ White vinyl perimeter fence maintenance

Tom recently fixed one section of fence. There's another section of fence along Green Road near the front entrance that may also need repair.

❖ Spring fungicide treatment of front entry island trees

GreenStreet/LotusScapes out of Dexter has been retained to fertilize (soil injection method in spring and fall) the six (6) Japanese Ivory Silk Lilac trees that were planted in early June 2021. A fungicidal spray will also be applied twice in early spring 2022 (about the time the new leaves are unfurling) to help prevent anthracnose fungus. Fingers crossed!

### Next Meeting

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❖ Wednesday, April 27, 2022, 7:00 p.m. – 9:00 p.m.