

2005 Archive – Board Meetings

Jan 26, 2005

Meeting Minutes - Huron Farms Association Board of Directors

Date, Time and Place

The Huron Farms Board of Directors held a board meeting on Wednesday January 26, 2005 at 7029 N. Wilson. The meeting was called to order at 5:30pm.

Quorum

Quorum was reached with the following board member(s) in attendance.

Name	Position
Thomas Phillips	President
Andrew Yohey	Treasurer
Gloria Johnston	Secretary
Paul Arrak	Norfolk Development Corporation

Charles Bricker from Kramer Triad Management was present at the meeting.

The following board member(s) were not in attendance.

Name	Position
Scott Hershner	Vice President

Approval of Minutes

The meeting minutes from the October 28, 2004 board meeting were approved.

Board Business

Presidents Report: The Association replaced eight trees in common areas with the Village's discount tree program, saving the Association \$2500. The Association learned that the boulevards leading into Huron Farms on Meadow View Drive are not Association property. The Association paid for boulevard tree replacements as part of the Dexter tree replacement project. The Association will seek reimbursement from the Boulder Park developer (18 trees) and from Norfolk Development Corporation for the trees owned by the Eaton Court development (7 trees). A request was made to request that the Boulder Park developer add two additional trees to the boulevard where there is an obvious gap in tree placement. It was also communicated that Boulder Park II will be developed on the corner of Dexter-Ann Arbor Road and Meadow View Drive, across from Boulder Park I.

Developer's Report:

Total units in Huron Farms	265
Total units closed	235 (89%)

Total units under construction 20

Vacant lots 10

Norfolk's goal is to finish construction and sales by fall 2005. There was discussion about the transition of the Norfolk Board member position to a Huron Farms resident. The Bylaws pertaining to this topic reflect that the Developer retains a seat until the development is closed.

Property Managers Report: The attorney for the Association left the firm engaged by the Association. Charles Bricker recommended using Doug Alexander in Plymouth. A motion was made and seconded to retain Mr. Alexander's firm as Association legal counsel. The motion passed. A recommendation was made to have the tot lot inspected. A motion was made and seconded to proceed with the inspection. The motion passed. The property manager requested clarification of the Associations snow removal policy. After discussion and a review of the Bylaws it was confirmed that the sidewalks are a co-owner responsibility and subject to the Village of Dexter's ordinance with respect to maintenance and repair. However, as a courtesy of the co-owners, the Association has agreed to remove the snow from the sidewalks after a 4" plus snowfall. It is important to note that the co-owner retains the ultimate responsibility for the sidewalk as defined in the Bylaws and the Village's ordinance.

Concrete: A1 Concrete completed the leveling service last fall. Another walk around will be completed in the spring to identify any common areas leveled in the fall that may have shifted in the spring and may require releveling under warranty.

Detention Pond Maintenance: Discussions continued regarding detention pond maintenance. The Board will review the Washtenaw County brochure on the topic prior to the next meeting where pond maintenance requirements will be developed.

Common Area Landscaping: The Board member responsible for common area landscape plans was not present. Discussion will be deferred to the next meeting. An updated development map was provided to Board members. Island ownership and irrigation meter locations were designated on the map. The Association is responsible for the cost of irrigation for common areas.

Mailbox Enhancement: Information was not available for review at this meeting. The assigned Board member will present research at the next Board meeting.

Entry Beautification: Thomas Phillips provided a rendering of a proposed entry sign to be placed on the round island on Meadow View Drive. The rendering was well received by the Board. Thom will proceed with obtaining quotes to build and install the monument sign. Charles Bricker will obtain quotes for running electricity to the island for accent lighting.

Board Member Terms: Association Bylaw language pertaining to Board seat tenure was reviewed. Four new Board members were elected last year. Two seats will be retained for a second year term; two will be up for election at the next annual meeting.

Spring Event: The Association will be holding a spring event organized by the Social Committee. No details were available.

Other Business:

- Content for the next newsletter was discussed. To be published late winter/early spring.
- The delinquency report was reviewed.

- A motion passed clarifying that emergency maintenance funding is for common areas only. Homeowners who are in their warranty period should contact the warranty number provided to them. Otherwise individual homeowners are responsible for any and all maintenance costs.
- Development of a home-based business policy was discussed. The Board will determine what the Village requirements are and discuss at the next meeting.

Summary of Motions and Outcomes

Motion

Retain the services of Doug Alexander as legal representation to the Association

Obtain inspection of the tot lot play equipment

Restrict Association funding of emergency maintenance to common areas only

Outcome

Motion made and approved by a majority of board members

Motion made and approved by a majority of board members

Motion made and approved by a majority of board members

Adjournment

The meeting of the board was adjourned at 6:48pm.

Next Meeting

The next meeting is scheduled for Tuesday May 3, 2005 at 7:00pm at the Mill Creek Middle School Commons Room. Registration begins at 6:30pm. This is the annual Association full residence meeting.

Mar 16, 2005

Meeting Minutes - Huron Farms Association Board of Directors

Date, Time and Place

The Huron Farms Board of Directors held a board meeting on Wednesday March 16, 2005 at 3621 N. Wilson. The meeting was called to order at 5:55pm.

Quorum

Quorum was reached with the following board member(s) in attendance.

Name	Position
Scott Hershner	Vice President
Andrew Yohey	Treasurer
Gloria Johnston	Secretary
Paul Arrak	Norfolk Development Corporation

Charles Bricker from Kramer Triad Management was present at the meeting.

The following board member(s) were not in attendance.

Name	Position
Thomas Phillips	President

Approval of Minutes

The meeting minutes from the January 26, 2005 board meeting were approved.

Board Business

Presidents Report: A president's report was not available.

Developer's Report:

Total units in Huron Farms	265
Total units closed	243 (92%)
Total units under construction/available for sale	22
Vacant lots	0

Norfolk's goal is to finish construction and sales by fall 2005. There was discussion about the transition of the Norfolk Board member position to a Huron Farms resident. The Bylaws pertaining to this topic reflect that the Developer retains a seat until the development is closed. The board will appoint a replacement board member upon vacation of the developer board position. The developer will continue to honor homeowner warranties.

Property Managers Report: Financial status provided and reviewed including delinquencies. It was confirmed that the Mill Creek Commons room was on reserve for the Associations annual meeting.

Detention Pond Maintenance: The board requested engineering drawings of the detention ponds. The developer will provide the drawings to the Association.

Common Area Landscaping: An update regarding common area landscaping was not available.

Mailbox Enhancement: Research regarding mailbox enhancement was reviewed. It was determined that due to the initial cost estimates this would be deferred for consideration at a future time.

Entry Beautification: No update available.

Spring Event: The Association will be holding a spring event organized by the Social Committee. No details were available.

Summary of Motions and Outcomes

Motion	Outcome
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Adjournment

The meeting of the board was adjourned at 7:00pm.

Next Meeting

The next meeting, the annual Association full resident meeting, is scheduled for Tuesday May 3, 2005 at 7:00pm at the Mill Creek Middle School Commons Room. Registration begins at 6:30pm.

May 3, 2005

Meeting Minutes - Huron Farms Association Board of Directors

Date, Time and Place

The Huron Farms Board of Directors held a special meeting on Wednesday May 3, 2005 at Mill Creek Middle School Commons Room. The meeting was called to order at 8:05pm.

Quorum

Quorum was reached. The following board member(s) were in attendance.

Name	Position
Thomas Phillips	President
Scott Hershner	Vice President
Andrew Yomey	Treasurer
Gloria Johnston	Secretary
Paul Arrak	Norfolk Development Corporation

Charles Bricker from Kramer Triad Management was present at the meeting.

Approval of Minutes

The meeting minutes from the April 27, 2005 special board meeting were not available.

Board Business

Todd Robinson was elected to the Board for a two-year term. After a brief discussion of the Board roles, the following positions were assigned and agreed upon for the coming year:

Name	Position
Thomas Phillips	President
Scott Hershner	Vice President
Gloria Johnston	Treasurer
Todd Robinson	Secretary

Summary of Motions and Outcomes

Motion

Outcome

Adjournment

The meeting of the board was adjourned at 8:15pm.

Next Meeting

The next Association Board meeting is scheduled for Wednesday June 22, 2005 at 5:30pm at the model.

Jun 22, 2005

Meeting Minutes – Huron Farms Association Board of Directors

Date, Time and Place

The Huron Farms Board of Directors held a board meeting on Wednesday June 22, 2005 at the Norfolk Development Model Home on Wilson. The meeting was called to order at 5:30pm.

Quorum

Quorum was reached and the following board member(s) were in attendance.

Name	Position
Thomas Phillips	President
Gloria Johnston	Treasurer
Todd Robinson	Secretary

Charles Bricker from Kramer Triad Management was present at the meeting.

The following board member(s) were not in attendance.

Name	Position
Scott Hershner	Vice President
Paul Arrak	Norfolk Development Corporation

Approval of Minutes

The meeting minutes dated May 3, 2005 from the board meeting immediately following the annual meeting on March 16, 2005 were approved.

Board Business

Presidents Report: Thomas Phillips talked about the development and the surrounding community and the changes that will be taking place over the next couple of years.

- Boulder Park 2 and 3 has received preliminary site plan approval and Phase 2 may begin construction this fall.
- A new Busch's has also been proposed for the east side of Ryan adjacent to the Ryan entry.

- The Village is considering an application by Peters Building Company to annex 410 acres on either side of Baker Road south of the Village. This is usually a very long process.
- Part of the Wellfield Park master plan is to include a picnic shelter. On behalf of Hobbs & Black, Thomas Phillips has offered to donate the shelter's architectural design.
- The design and price of the entry sign hopes to be finished in 4 weeks. The board discussed possibly a smaller entry sign at the entrance to the subdivision on Wilson. The board hopes to move forward with this project on or before the next meeting.
- Detention pond maintenance and transition. The OHM engineer who reviews site plans for the Village informally inspected the ponds with Thomas on June 21st. In her opinion, they are in good condition and do not show signs of needing additional maintenance outside of some litter removal. In the long term, dead brush that accumulates at one pond may be burned back and replanted or cut. At the end of each phase, OHM does a thorough inspection and punch list for the Village. In the next few weeks they will do so with the final phases, including the open water pond and mitigated wetland. It would be a good idea to share any site related concerns with the final phases with OHM in the next week. Thomas expects the transition to be reasonably uneventful.

Developer's Report: Paul Arrak sent an e-mail update to Charles Bricker outlining the following:

265	Total units in Huron Farms
248	Total units closed
13	Total units available for sale and under construction
4	Total units sold and under construction
0	Vacant lots

- An update was not given on the goal to finish construction and sales by fall of 2005. The board is to assume that this goal is still obtainable based on the update above.
- Through an e-mail from Todd Robinson to Paul Arrak, the last coat of asphalt is to be applied before the end of the year.

Property Managers Report: Charles Bricker discussed the following:

- [edited].

Old Business: Expenses from social events was discussed.

Newsletter: The following items/ideas were suggested to be included in the upcoming newsletter:

- Pond and wetland update provided by Thomas Phillips.
- Electronic fund payment option to pay dues.
- Entry sign update.
- Modification request and approval process provided by Todd Robinson.

Social Committee: Gloria Johnston discussed the following:

- A possible End of Summer Festival is being planned. Location is undetermined at this time, possibly Wellfield Park or a closed off street in the subdivision, to accommodate homeowner BYOB. A motion was passed approving the funds for the festival.
- Halloween party.

Mailbox Maintenance: A motion was passed to determine how many and what sections of mailboxes need to be replaced first. Gloria Johnston accepted responsibility to determine this. Thomas Phillips will check with Paul Arrak for possibility of a discounted carpenter.

Mitigated Wetland & Pond Discussion: Pond issues discussed included which ponds belong to Huron Farms, who maintains the mitigated wetlands, and/or will Norfolk be responsible for maintaining the ponds after their departure for a specified period of time. Also, who maintains the common belt around

the ponds and how are they insured? The board agreed that a review should be conducted regarding the umbrella policy for liability and coverage. The board also agreed that additional signage would not be necessary at this time and that it could possibly take on the wrong meaning by inviting people to swim or ice skate.

Resident Landscape Issues: The following addresses were discussed:

- [edited]

Website Enhancement: What can be done to generate more traffic?

Summary of Motions and Outcomes

<u>Motion</u>	<u>Outcome</u>
Motion for approval of the May 3, 2005 minutes.	Passed
[edited]	Passed
[edited]	Passed
Motion to approve funds for summer festival.	Passed
Motion for mailbox's. See above minutes.	Passed
Motion to adjourn meeting.	Passed

Adjournment

The meeting of the board was adjourned at 7:10pm.

Next Meeting

- A tentative meeting has been schedule for Wednesday July 27, 2005 at the model home on Wilson to discuss a board replacement for Paul Arrak's departure.
- The next quarterly meeting is scheduled for Thursday October 13, 2005 at 5:30pm at the model home on Wilson if still available.

Jul 27, 2005

Meeting Minutes - Huron Farms Association Board of Directors Meeting

Date, Time and Place

The Huron Farms Board of Directors held a board meeting on Wednesday July 27, 2005 at the patio to Argerio's restaurant. The Norfolk model home was unavailable. The meeting was called to order at 6:54 pm.

Quorum

Quorum was reached with the following board members in attendance.

Name	Position
Thomas Phillips	President
Scott Hershner	Vice President
Gloria Johnston	Treasurer
Todd Robinson	Secretary

CharlesBricker fromKramer Triad Management was not present

The following board member(s) were not present:

Name	Position
Paul Arrak	Norfolk Development Corporation

Approval of Minutes

The meeting minutes dated June 22, 2005 were approved.

Board Business

Paul Arraks Replacement: The Board agreed to appoint someone for a two year position. Dan O'Haver, Jeff Martens, and John Loudermilk have been nominated. A profile must be submitted and two weeks will be given for a Board member to contact the nominee to confirm interest. The Board agreed that a decision could be reached by e-mail.

Mail Boxes: The inventory for phase 1 to replace the mailboxes is complete and estimated to cost roughly \$10,000 in supplies. Gloria Johnston will look into labor estimates. A motion was passed to approve the funds to replace phase 1 pending final pricing.

Island Landscaping & Maintenance: A landscape architect will be providing a design for the islands. Scott Hershner will provide an update.

Summer Party: The tentative date for the summer party is September 10th from 4:00 – 7:00 pm. The actual date has been scheduled for August 27th from 1:00 – 4:00 pm. The location has been confirmed at Wellfield Park. Gloria Johnston can provide further details if needed.

Ponds: Thomas Phillips had a question and was concerned that the pond or wetland area off of Quakenbush was holding water. This was determined to be an open issue and tabled for future discussions.

Entry Sign: Thomas Phillips needed a couple of more weeks on this subject.

Newsletter: Gloria Johnston is to provide this. The newsletter has been drafted and she is waiting on articles to be completed. The release date to the association is scheduled for Friday, August 5th.

New Topics & Issues

Tree Proposal: Scott Hershner had a tree proposal to add density to the subdivision.

Questions:

- Who decides where the trees belong?
- Who maintains them?
- Will a warranty be provided?

A motion has been passed to survey resident interest.

Summary of Motions and Outcomes

Motion	Outcome
Motion for approval of the June 22, 2005 minutes	Passed
Motion for new Board member to be appointed for two years*	Passed
Motion for approved funds to replace phase 1 of the mail boxes pending final pricing	Passed
Motion to survey resident interest in tree proposal	Passed
Motion to adjourn the meeting	Passed

Adjournment

The meeting of the board was adjourned at 8:50 pm.

Next Meeting

The next quarterly meeting is scheduled for Thursday October 13, 2005 at 5:30 pm at the model home on Wilson if still available.

***Footnote added after minutes were published. The BOD may only appoint a member of the BOD until the next election.**

Board Business

Adjournment

Next Meeting