

HERITAGE VILLAGE OF SWARTZ CREEK
BOARD OF DIRECTORS MEETING - **COMMUNITY**
AUGUST 10, 2021

The meeting was called to order by Ted Kramer at 6:01pm.

BofD Members Present: Ted Kramer, Ralph Kleinedler, Betty Limban, Jim Harris,
Jan Elde

BofD Members Absent: Dan Straka and Shandon Claspell

Property Management: Dawn Bowman

MINUTES OF JUNE 8, 2021 MEETING – The minutes were reviewed and approved.

Motion: Betty 2nd: Jim

FINANCE REPORT: Dawn

1. Dawn gave a financial review to the Board
2. Dawn stated that a resident is \$850 behind on HOA dues (dues and late fee). Dawn will send him a 14 day notice letter.
3. Dawn stated that a deceased resident- is \$600 behind on HOA dues. His estate is in Probate Court. Dawn will send a letter to the Executor of his estate to make arrangement for payment of these dues.

OLD/NEW BUSINESS

1. Alleys – Dawn and Jim have been working with a paving company. Dawn has worked with this company on her other sites and finds them very reputable.
 - a. Jim made a long list of all the alleys in Heritage Village that need to be addressed with the alley behind St. Charles Pass being the most important to address first. Jim presented his list to the Board.
 - b. Jim spoke with the representative of this company about the cost of repairing and applying a 2 inch asphalt overlay in all of the areas. A quote for this work was given to Dawn.
 - c. Ted suggested he and Jim meet with the Contractor and verify what work is to be done. The bid is valid until September 9, 2021. Dawn will arrange the meeting.A motion was made to proceed, if the meeting with Ted and Jim is successful.

Motion: Jim 2nd: Ralph Motion passed

- d. A Leadership Management representative filled a sinkhole in an alley near the corner of Concord and Heritage Blvd with pea rock and asphalt.

2. Ponds

- a. The aerator in the NW pond is working but it will take time to be effective on the algae.
- b. A Leadership Mgmt representative can remove the pond sludge from the sides of the pond (which occurs when the rain washes the scum up on the banks of the pond). This sludge is so heavy that it cannot be mowed. A motion was made to have the sludge on the banks of the ponds removed as needed.

Motion made: Ralph 2nd: Betty passed;

- c. Lily pads in the NW pond are growing.

- 3. A resident at the very west end of St. Charles Pass experienced flooding during a recent heavy rain. This resident contacted the City of Swartz Creek (Adam Zettel). Mr. Zettel came to their property and instructed the City to dredge an area near the drain and clean the drain to help prevent reoccurring flooding.
- 4. A resident reported a small sinkhole under their porch. A Leadership Mgmt representative checked the small hole and filled it with pea rock.
- 5. Tax statements for the lots we own. There was a discrepancy in the amounts of taxes owed on the lots we own. Dawn is working with the City of Swartz Creek to resolve this issue.
- 6. Newsletter – Dawn recently sent out a Newsletter. There was no feedback.
- 7. Food Truck – a schedule was made and distributed to residents via Newsletter. The Board discussed the possibility of advertising techniques for the future to attract more residents to the Trucks.
- 8. Lots –
 - a. Jeremy Morgan has contacted Lucy Ham and is interested in purchasing 2 more lots to build condos. He would build one condo for a buyer and the other as a spec home.
 - b. Overgrown lots –
 - 1) Ted asked McNamara to mow the lots we own.
 - 2) Dawn will contact the City of Swartz Creek to have them mow and bill for the lots owned by someone else

3) Dawn will send a letter to a resident who has an overgrown courtyard.

9. Heritage Village Entrance Sign

- a. Jim suggested we have new lighting boxes constructed out of composite material. (current boxes are wood and are rotting)
- b. Jim also suggested we convert the lighting inside the boxes to LED.
- c. Dawn will get quotes for the new boxes and lighting and notify the Board.

Motion to have this work done: Jim 2nd Betty. Passed

10. Annual Meeting

- a. Agenda – Dawn will write the agenda and send an information packet including ballots to each homeowner.
- b. Date – The Annual Meeting will be
Tuesday, September 21, 2021
6:30PM Sign in
7:00PM Meeting
- c. Location – Betty will arrange the room
City of Swartz Creek, City Council Chambers
- d. Board Vacancies – There are currently 2 vacancies on the Board (Jan and Betty's terms are up and they do not desire to re-up for another term)

The next regular meeting of the Board will be determined after the Annual Meeting on September 21, 2021.

Meeting was adjourned at 7:22pm by Ted (Motion: Jim 2nd: Betty). Passed

“CONTENT EDITED FOR PRIVACY”

Respectfully submitted,

Jan Elde

