

**STONEWATER HOA
MEETING MINUTES – June 12, 2023**

1. **Call to Order:** 6:32 p.m.
2. **Roll Call:** Directors - Jim Evangelista, Scott Frush, Anindya Roy, Kurt Westermann and James Gray; Homeowners – Chris Petersen, JoAnne Evangelista, William Locke, Thomas Miller, Khaled Mahmood, John Sarano, Jack Calderon, Rob Canzano
3. **Approval of Minutes:** April 10, 2023 Board Meeting
Motion to Approve: Director Gray
Second – Director Westermann
Vote – All Approved
President Evangelista will send the minutes to CAM Williams for posting to Town Square.
4. **Approval of Agenda:** as amended with added New Business item
Motion to Approve – Director Westermann
Second – Director Roy
Vote – All Approved
5. **Interim Action of Board of Directors:**
 - The Board approved a contract award to DH Asphalt for \$12,600, for sealing the road cracks. Work is to be conducted on June 27-28, with June 29 as an alternate/rain date. Kramer-Triad CAM Williams will send out notifications on June 19, 21, 23 and 26 to inform residents of when and where the work will be done between 8 a.m. and 5 p.m.; and to ask residents to ensure no cars (included their guests and contractors) are parked on the streets on those days.
 - The Board approved a contract award to the Spicer Group for \$6,000, for the preparation of bidding documents for the inspection and cleaning of Stonewater’s storm water system.
 - The Board approved a contract award to Ponds & Waterfalls, Inc., for \$5,740 to replace 16 sidewalk sections at Waterway Park that were in need of replacement.
 - The Board approved a contract award to Ponds & Waterfalls, Inc. for \$10,730; \$5,130 to remove all of the fallen tree branches from the late winter ice storms and \$5,600 to remove 16 dead trees throughout Stonewater’s common grounds.
6. **Homeowner Comments:**
 - William Locke:

Mr. Locke stated that he has still not received a response to a request he submitted, on March 10, 2023, for the installation of a generator. Due to the need for all generators to be located in the rear yard and Mr. Locke wanting to locate his on the side of his home, a lengthy discussion ensued. President Evangelista agreed to the suggestion of Secretary Frush to have the Board discuss the issue in the Executive Session following the open meeting.

➤ **Chris Petersen:**

Mr. Petersen stated that he had a few suggestions for reminders to be issued:

- Residents are not to touch the lake fountains.
- There is a 3 HP maximum limit on boats in Stonewater's lakes which allow motor operated boats (Teal, Stoneridge, and Parkshore).
- Boaters are to use their navigation lights at night.
- ALL exterior projects (home and yard) are to be submitted to the ACC for approval, and no work is to start on any project until an approval is received.
- Residents are responsible for properly maintaining their yards, which includes cutting and watering their lawns and having all weeds removed from both their front and rear yards.

7. President's Report:

President Evangelista stated that he had no other news other than the items being discussed throughout the agenda.

8. Treasurer's Report:

- 2021 Audit & Tax Filing Status - Treasurer Westermann stated a letter was received from the Michigan Department of Treasury in response to a letter from the Association's Auditor and Tax Preparer, stating that they now agree with our 2021 Michigan Tax Return as filed, and there is no longer a balance due and they have closed the case.
- 2022 Financial Statements – Six (6) journal entries and accruals for 2022 expenses paid in 2023 were provided to KTM accounting on June 6th. KTM has been requested to expedite the update to the December 2022 Financials, so once approved, our auditor can start our 2022 Audit and filing our Tax Returns.
- Accounts Payable – No new invoices have been submitted in two (2) months (since April 14th) for approval.
 - I received the following 2022 corrected invoices today for approval:
 - KTM Admin Expenses (Invoice # 2022-09-29-37986) for the month of September last year. The corrected invoice was approved.
 - Great Oaks Invoices #33409 (Not Approved; incorrect cost codes applied), #32588 (confirm a credit was entered by KTM

accounting against this invoice so a \$0 balance is due), and #32072 (Approved).

- The following Four (4) Snow Removal and Deicing 2023 Invoices from Serene Landscape Group #70828, #71381, #72033, and #72052 were last submitted on 4/14/2023, have not been resubmitted for approval. Has KTM followed up with all homeowners who notified them their lawn was damaged by the snow plow, and confirmed that Serene has repaired their lawns?
- Check Register Monthly Reports – KTM was thanked for recently sending the monthly check register reports for earlier this year. Now that it is known within KTM these reports can be generated without monthly financial closure, the Management Monthly Report (prior to our meeting) should include the previous month check register so the Association can verify approved invoices are being paid.

9. Property Manager's Report:

As CAM Williams was not in attendance, no property manager's report was provided.

10. Unfinished Business:

A motion had been made to approve a contract to Wilderness Construction, in the amount of \$46,100, to replace the Shorebrook and Springhill Parks' cedar shingle gazebo roofs. Director Westermann 2nd the motion and all Board members approved the motion.

2023 Projects:

President Evangelista proceeded to have the Board go through the items on the 2023 list that had updates to report.

- Electrical Services Contract – Director Westermann stated that he asked CAM Williams to see if Kramer-Triad had any RFP's for a continuing electrical service agreement. CAM Williams informed him that they did not, so one will need to be developed.
- 6 Mile Fence/Bank Retaining Wall – Director Westermann stated that an engineering investigation was budgeted by the prior Board to establish the root cause for the movement of the fence and some posts towards the creek. Director Westermann made a motion to approve an \$11,000 contract for Spicer Group to complete a field investigation to evaluate the stability of the bank of the creek and the rock retaining wall in the impacted area. Soil borings of the bank will be taken to determine the stability of the bank and rock retaining wall; and two exploration dig sites will be made to determine the depth of the wooden post footings. In addition, a topographic survey will be made of the rock retaining wall, fence line, sidewalk, and adjacent areas to evaluate the grading of the location. A report will be provided of the results of the investigation, with an analysis

of the cause(s) of the fence distress, as well as mitigation options. Funds for this work are in the 2023 Budget. Director Gray 2nd the motion. All approved the motion, with the exception of Director Frush.

- Shorebrook Park Landscape Restoration Near Bridge – The Beautification Committee has developed a conceptual design for the area, which will be shared with the Board members via e-mail.
- Lake Equalization Culverts – Bidding documents must be prepared for the inspection of the lake equalization culverts
- Wash and Seal Stone Monument Walls – Bidding documents must be prepared to wash and seal the stone monument walls.
- Website Development – President Evangelista stated that a request for volunteers for a website committee had been issued, and there were 3 volunteers.
- Roadway Crack Sealing – As discussed under Interim Action, this project is underway.
- Walking Path Maintenance – Great Oaks should be maintaining the walking paths on an annual basis. There should be drawings that include where the paths had been previously repaired. CAM Williams will be reminded to check the history files for the drawings.
- Stonewater Creek Erosion Remediation – Phase I and II have been completed. Phase III, which was previously approved for early next year, may be started earlier. If so, payments will be split between 2023 and 2024.
- Goose Egg Roundup – President Evangelista stated that he follow-up with CAM Williams regarding the schedule of the roundup.
- Concrete Paver Leveling- CAM Williams will see if Kramer-Triad has any RFP's for paver leveling. If not, she said that she would create one.

11. New Business:

- Vandalism & Bridge Jumping - President Evangelista reported that he and the committee met with Community Services Officer Domzalski to discuss the vandalism around Mission Pointe, in addition to the bridge jumping. Officer Domzalski suggested installing cameras in the area. Following the meeting, the committee conducted a lot of research on the subject, including interviewing camera companies. President Evangelista made a motion for the Board to approve the committee to create a Scope of Work (SOW) and move ahead to obtain bids. Director Gray 2nd the motion, and all other Directors approved the motion.
- A motion to award a \$4,375 contract to RCI Electric to replace failed sign lighting at the 6-mile road entrances, replace some roadway lamps; and repair a failed underground power feeder circuit in Spring Hill Park (on a T&M basis) was approved.
- Mystic Shores Park North Landscaping – Director Westermann will send a concept for this area's landscaping to the Board and made a motion for

approval to obtain bids for the completion of the project. Director James 2nd the motion, and the motion was approved.

- Sprinkler System – The irrigation contractor has been onsite this week to fix the irrigation problems at our entrances and in the parks.
- Abandoned Canoe – President Evangelista will follow-up with CAM Williams about getting quotes for the removal of the canoe that has been abandoned in Waterway Park. CAM Williams will also be requested to issue a notice to all residents that recreational items cannot be left on common grounds.
- Director Gray requested that CAM Williams issue a notice regarding the need for any landscaper who damages common grounds while working in Stonewater must be responsible for repairing the damage.

12. Committee Reports:

Lakes Committee – Committee Chair Jack Calderon stated that he is still working with CAM Williams on a survey that his committee would like issued to residents.

13. Next Meeting Date: Tuesday, July 11, 2023, at 6:30 p.m., in person at Township Hall Training Room (lower level). A meeting announcement will be posted on Town Square.

14. Meeting Adjournment:

Motion to Adjourn at 7:45 p.m. - Director Gray
Second – Director Westermann
Vote – All Approved