



Pittsfield Village Condominium Association
Board of Directors Meeting
Wednesday, July 31, 2024
Minutes

- Board Members Present: Ellen Johnson, David Brassfield, John Sprentall, Linda Ross
 - Board Members Absent: Jessica Lehr
 - Kramer-Triad Management Staff Present: Kendra Zunich, Dave Walke, Tracy Vincent.
 - Community Members Present: Su Hansen, Michael and Sheryl Wytychak
 - Community Members Present Virtually: Jan Frank, Erin Brightwell, Dawn Scholle,
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1. Call to Order

Call to order at 6:04 pm by Ellen Johnson

2. Approve Agenda

Add to New Business: "Homeowners Energy Policy Act"

Table Unfinished Business Items A-D

Motion to accept the agenda as amended was made by John, seconded by David. Motion passes.

3. Open Forum

Wytychak came with concerns about the City Project as it pertains to traffic calming. Sheryl will miss the meeting being held at the school next month. Also, a concern is a proposed bike corridor. Discussion. This is more than likely the first of many planning sessions regarding this project. John suggested that Michael put his concerns in writing so we can touch on them directly with OHM. Ask OHM if the planning sessions will be recorded.

Dawn Scholle asked if OHM might consider Zoom capabilities for the planning sessions.

4. Approve Previous Meeting Minutes - June 2024

Under Meadows report, page 4: change "disinterested" to "impartial". Motion to accept the edited minutes was made by John and seconded by Linda. Motion passes.

5. Ratify Votes Made via Email in July

Dynamic Drains Proposals: 3462 and 3468 Richard. John motioned to ratify the bids, \$6,030.00 for 3462, seconded by David; and \$4,831.00 for 3468 seconded by Linda. Both motions passed.

6. Committee Reports



Landscape Committee, Theresa Moore (absent)

Report / notes from the meeting were read by Ellen Johnson

There were proposals submitted by Arbor Valley, which fall within budget.

M&M Committee, Lisa Lemble (absent)

Report / notes from the meeting were submitted to the board

Go Doc Committee (did not meet)

Kendra will put together the next meeting and send an email to all concerned.

7. Kramer-Triad Report

Manager's Report

- a. Sales Report: One unit for sale currently
- b. 13 YTD total sales
- c. Off-site owners have gone down
- d. The dumpster was a great success.
- e. 93 opened work orders in June
- f. Project updates
 - Last year for roofs is scheduled.
 - Deck staining complete for 2024.
 - Painting will commence in September.
 - Chimneys are done for the season.

8. Unfinished Business

a. Leave the Leaves Pilot Project: Erin Brightwell sent out a pilot for how to evaluate this which includes what's happening and who's doing what. Ellen asked if there are plans to select certain units in PV (trees, wind, location) and how many units? Do we cap it? Discussion. Question on implementation was posed by Kendra. Will there be oversight and evaluation done by a member of the landscape committee? The Board will send their questions and concerns (Ellen) to Erin+ and these can be incorporated in the specifications and coordination of this pilot project. Erin will resubmit a packet for the next board meeting. David posed the question of whether this includes other vegetation. Erin and Su indicated that this proposal was strictly about the leaves.

b. A2Zero / OSI: Linda Ross met with them this morning. Discussion. Missy from OSI is currently in discussions with DTE regarding underground wires and if this is feasible during the city project.

c. Pool Rules: updated by Kendra. Some omissions, some additions. Draft submitted to the Board for approval. Remove "and spa" in a couple places. Ellen & David will send a couple editorial notes to Kendra.

d. City Project: August 15 general informational meeting. Ryan Pustay plans to attend. OHM asked for a staff/Board head count. BOD members planning to attend: John, Jessica, David, Linda. Ellen will be out of town. Kendra and Dave are also on vacation. Kendra will let them know that we are not interested in proceeding with an individual water meter program. John made a motion to this effect, with Linda making a second. Motion passes. Land on the east side of the school: still TBD.

9. New Business

- a. RTA Proposal for bid assist and quality control (roofs): \$1,800.00 for bid assist, and a not- to- exceed \$13,000.00 for QC. Motion to accept was made by John, seconded by David. Motion carries.
- b. Home Spec: 2386 Fernwood work \$26,229.71. A motion to accept this proposal was made by John and seconded by David. Motion carries.
- c. Dynamic Drains: 3460 Richard sewer line work \$6,081.00. The planned excavation calls for removal of a well-established Red Bud tree, planted 8 years ago in front of the unit. David Brassfield, whose unit is affected, consulted with Les Crots on the possibility of removing the tree and then replanting it. After examining the tree, Les stated that, yes, it could be removed and probably successfully replanted, but that the expense would be considerable and the logistics difficult. Dave Walke suggested that it might be possible for the contractor to tunnel under the tree instead of removing it. He will consult with Dynamic Drains. David noted that the roots of a massive maple lie just below the surface of the ground to be dug up close to the building foundation and may complicate the project. Motion to accept the Dynamic Drains bid was made by John, seconded by Linda, and approved with David abstaining.
- d. All Star Alarms: Proposal to install a security camera at pool gate, and an additional camera in the lockup/corral in back. Motion to accept the bid for \$981.00 for only the corral camera – not one at the pool--was made by Ellen, seconded by David. Motion carries.
- e. Corporate Transparency Act Proposal: Annual filing must be done by the Association. State level registration is easy. Federal level registration will require some information from each board member. Fees for non-compliance are steep. Motion to accept moving forward with this (Federal only) was made by John and seconded by Linda. Motion carries.
- f. Standby Generator Specs: draft submitted for review and discussion and to obtain legal opinion. John motioned to consult Ed Zelmanski based on our current governing documents, Linda seconded. Motion carries.
- g. Front Garden Bed Paver Spec: discussion. Point to mention: Trash fence is non-compliant. Footprint seems too large (?). there are others like this (pictures submitted) in the community already. This topic will be tabled for further clarification and an in-person evaluation. Feedback can be given to Kendra for submission to M&M's meeting on Tuesday.
- h. Homeowner Energy Policy Act: seems there is desire to move forward on this, but we need a written legal opinion on this. Motion to move forward was made by John and seconded by Linda. Motion carries.

10. Adjourn to Executive Session at 8:03 pm.

11. Next Meeting: Wednesday, August 28