

**Chatham Hills Subdivision Board**  
**February 7 2022**  
**Meeting Minutes (Zoom Meeting)**

**Attendees**

David Ryall, Danielle Adams, Jonathan Brown, Jon Carter, Chuck Fehl, Ronda Harris, Bob Layne, Curt Martin, Sheena Mathai, Lillian Ryall John Weigel. Therese Nagi attended as a guest and new board member.

**Minutes**

The minutes of the meeting of September 20th were reviewed and were approved unanimously – Jon Carter proposed adoption and Sheena Mathai seconded. The motion passed unanimously.

**Treasurer**

Danielle Adams went over the 2021 expenses. She said that so far this year she has collected \$49,800 in dues and special assessments. She will be looking to set up a separate account for the assessments to keep that money separate.

**Website**

Sheena Mathai has updated the website. She is waiting to publish the updated bylaws until we receive the stamped copy from the county. Also, when the bylaws are received, she will publish a new newsletter.

**Membership**

Curt Martin reported that 152 lots of 271 have paid their dues and the special assessment. Jon Carter asked about updating contact information in the directory as he had called some numbers and found lines disconnected or had been reassigned. Curt said that he is dependent upon people updating their information to him usually via the dues notices.

**Safety**

John Weigel advised there has been no police activity for the past few months. He has enough children at play signs for the spring / summer.

**Social**

Lillian Ryall advised that the Santa visits went well, and the next activity scheduled is the egg hunt for Easter. She also mentioned that the deposit made in 2020 for the cooking class of \$883 where the class organizers went bankrupt has now been refunded in full.

**Deeds and Restrictions**

Ronda Harris referenced a request to approve an ornamental fence on Smithfield on a lot backing up to Tall Pine Court. It will not go past the already approved shed. After some discussion it was approved with a caveat that it be well maintained. David Ryall mentioned that an extension to a house in the subdivision which was raised last year has been approved by the city and should proceed this year. Curt Martin mentioned one lot with trash / trailer issues has now been cleaned up with no issues seen since December. However, another lot is accumulating debris in its driveway and this will be documented with photographs.

## Entranceways

Chuck Fehl says he needs to talk to vendors but should have a budget proposal for the next meeting.

## Parks and Commons

Jon Carter submitted the below report for the meeting. He also stated that he is stepping down from the board and Therese Nagi was introduced as being the new board member for parks and commons alongside Bob Layne. She has professional experience in landscaping and environmental work.

"1. A resident (Therese Nagi) contacted Jon expressing her desire to cut back buckthorn plants near two bridges over the creek. I referred her to the Oakland County Water Resource Commissioner because it is WRC's responsibility to maintain the creek and its banks. I wanted WRC involved to (1) make sure that they concur with her plan, (2) make sure that she isn't duplicating any effort they have planned, and (3) allow them to make potentially helpful suggestions to her. WRC connected her with another County group which deals with invasive species, CISMA. Their reps, Therese, Jon, and Bob will meet on Feb 9 to view phragmites and buckthorn near the creek and discuss options for dealing with these invasive species.

2. A resident (Karen Calhoun) contacted Jon about a murky appearance in the creeks near the cattails bridge on the east side of the park. I referred her to WRC, who sent inspectors. They determined that it was a transient issue and not a cause for health concern. Might have been due to some disturbance on the north side of Grand River, or work on the water main break at 14 & Drake. Either might have stirred up some fine sediment which then flowed downstream.

3. The new 7-inch drainpipe which Bob and Matthew installed near the Smithfield overpass last fall continues to flow water into the creek even when the temperatures are low and there's an icicle on the pipe!

4. Jon removed the "residents only" sign from the west playground area. This had been vandalized by bending at least twice in recent months. The signpost remains, and probably should be pulled out.

5. Cleanup of storm damaged trees in park (from 7-7-2021 storms):

Phase 3 (misc. fallen branches, uprooted trees, and debris piles in grassy areas of park. Doesn't include leaners in the woods). Clean Cut Tree Experts worked a very full day on Feb 1. Jon paid them the \$3800 winter day rate with a CHSA check. They couldn't return on Feb 2 for the estimated 1/2 day needed to complete the Phase 3 work due to the forecast snowstorm and their plowing responsibilities. They'll call during the week of Feb 7 to schedule the remaining tree work. Jon has CHSA checks with which to pay them when the work is done. It appears that little or no additional tire rutting or grass damage occurred on Feb 1 because (1) ground was frozen hard and (2) no trucks were brought into the park.

6. Repair of damage to park grass caused by cleanup of storm damaged trees. Received quotes from Brent Opiela (\$4450) and Tim Wasmer (\$10,624). (Not apples-to-apples comparable because Wasmer's also includes removal of the stump of an uprooted tree in the park behind lot 26). Both are eager to get the project onto their schedules but acknowledge that weather and ground softness will play a role. I informed them of the upcoming tree work (Feb 1 & beyond) and the possibility that may cause more grass damage which may then require re-quote or at least pictures of new damage.

7. Wasmer Bros. quoted mowing of the common areas for the 2022-2024 seasons at the same rates as they charged for the 2019-2021 seasons. Jon recommended that we sign the new proposed contract, and the Board approved by email voting. Jonathan Brown requested that we be added as "additional insured" on the Wasmer Certificate of Liability Insurance, and Jon is in the process of getting that done."

Bob Layne also presented a written report as below.

"Last Oct. 26<sup>th</sup> we presented our average per bridge cost estimate of \$5000 for the replacement of materials (wood & fasteners).

What the estimated costs did not include:

- Neither contracted labor costs nor any engineering inspection of the steel support beams
- No cost estimates of the deconstruct of the current wooden structures and hauling these spoils to an approved land fill
- No consideration for new designs (cosmetic or structural, if needed) to ensure that our bridges will meet/exceed current engineering specifications

I have reached out to Jeff Bowdell, Farmington Building Inspector, and Sarah Cuda, CHS homeowner and practicing civil engineer with an Ann Arbor engineering firm. Jeff is figuring out if/how he should be involved. I asked him if he was involved in this project what would he be looking on an inspection standpoint. He stated that he would request a reference copy of the engineering drawing with specifications from a MI licensed civil engineer.

Sarah Cuda communicated with David and me that she would be interested in assisting in the two infrastructure projects in 2022 & 2023. I have reached out to Sarah. She has not yet responded.

I propose that all aspects of this project be managed by a reputable, vetted, contractor who specializes in the construction of decks, wheelchair ramps and ideally wooden foot or bicycle bridges such as those running parallel to many major traffic corridors. I feel confident that Northville Lumber could provide us with a list for their most qualified contractors.

The role that the contractor would play includes:

- Acquire the services of a qualified civil engineering firm that would provide the inspection of the integrity of the concrete pillars and steel beams. If structural or cosmetic revisions are needed, same engineering firm would be the firm to provide those documents.
- Provide deconstruction labor and new construction labor (if some sub-contracting is necessary)
- Provide on-site safety needs of their workers
- Deconstruction of the existing wooden structures and coordinate the removal and disposal of spoils in certified land fill)
- Acquisition of materials (wooden and structural, if required by civil engineering drawings
- Repair any damage to turf in commons area(s) due to hauling materials in and out of the commons area
- Coordinate all invoicing for review by Bob Layne (CHSA "project manager" interface between contractor and CHSA board) for approval and payment

Request:

Board approval to move forward with the solicitation of 2 contractors to be selected to bid the project management services from acquiring civil engineering resources for existing structure inspections and provide engineering drawings/plans for modifications to structure or appearance updates. My hope is to have information from the construction firms that we would solicit for bids for board review at the March meeting. This is an aggressive schedule dependent upon an engineering firm's time available as well as contractors' schedules."

There was considerable discussion arising from this report. David Ryall stated that as far as he was aware if we are simply replacing the wooden parts of the bridge and bringing them up to code then a full civil engineer's report should not be required, and we would not need permits. There was a feeling that the costs associated with a civil engineer would be substantial and potentially prohibitive. As a compromise it was felt best to continue to approach Sara to see if she would at least have a look and give us her opinion and also have two contractors come out and see what they think and cost out the work.

**New Business**

Since the annual meeting for 2021 took place in October, the 2022 meeting will be deferred from the spring to later in the year.

There being no other business the meeting was adjourned at 8.50 pm

Respectfully submitted,

*Jonathan Brown*

Secretary