

**HERRINGTON PLACE HOMEOWNERS ASSOCIATION
BOARD OF TRUSTEES MEETING
Location: Heritage Hall
9-7-23 Meeting**

ATTENDEES:

Greg Kaminsky, Jackie Decker, ~~Michael Chukwuonye~~, Claire Rama, Brandon Board
John Alvarez from R.N. Landis Management Company
3 community members present

CALL TO ORDER:

Greg called the meeting to order at 6:00 PM.

TREASURE REPORT:

- No questions.
- Annual assessment for HOA Dues Decision
 - **Option 1 – Pay in full by Mar 1 (Approved for 2024), late fees applied if not paid by Mar 10**
 - Option 2 – Quarterly Payments (table until Option 1 is used and evaluated next year)
 - Homeowners are charged a fee for every transaction based on management company software
 - Claire motioned to select Option 1. Jackie seconded. All in favor. Yes.

Jackie: Has anyone had a hardship?

John: Homeowner has to reach out to John. Payment plan is decided and goes to Board for approval and Kaman for due diligence.

MINUTES:

1. Greg motioned to accept the 6/7/23 meeting minutes. Jackie seconded.

2. **Website (Jackie)**

- a. Add information about Ponds (purpose of retention pond). Jackie to contact Cody from AquaDoc.
- b. Only post meeting minutes once approved.

3. **Ponds Discussion**

Pond 10 – needs dredged, too shallow. Needs excavated and grass to help .

- Homeowner: Silt around pond that goes in and fills it up, no drain. Pond 11 overflows into Pond 10. EPA Land behind pond, so no option to pump silt out onto that land.
- Sediment Removal Solutions quote in packet – not feasible since sediment needs somewhere to go.
- \$21,047 – Sitework quote for 1 pond
- HOA Board to visit.

Greg: Can an excavator fit by/behind house?

Greg: Do we have a map of what is protected land or not?

John: May have to get from city.

Pond 6 – muddy, cattails dead and fallen over and do not look appealing

- AquaDoc cleaned inlets and outlets.
- Anita showed picture of backyard (see appendix), can we get this cleaned up? Seller said the ponds would all have fountains.

John: \$220 for the first hour and \$85 for each additional hour by AquaDoc. Cattails are recommended to help keep appropriate shorelines

Greg: Shouldn't have a fountain but can have an **aeration system** to keep water moving per AquaDoc. We need to fund for electricity, installation.

John: Fountains were not guaranteed for community. Homeowners can add their own fountain at their own cost (can purchase their own fountain and can use their own electricity. No color dye, chemicals and no fish allowed due to EPA regulators. Electrical lines need to be buried).

Homeowner: Drain at bottom and surrounded by grass in Chicago neighborhood seen. Why can't we do this?

John: This is considered a dry basin. Herrington has wet basins which was required by EPA and the creation of them with the sediment.

Greg: There are 3 outlets – 1 under water, 1 emergency line that sits higher and 1 for major overflow

John: Can obtain Sitework quote to see if we can excavate the area of the cattail debris.

John: Muskrats have been removed from Pond 2.

Other Ponds:

- Pond 18 (AquaDoc Pond 20) – chemical issue being dealt with by AquaDoc
- Pond 19 (AquaDoc Pond 13) – needs dredged
- Pond 14 (AquaDoc Pond 15) – Fence and landscaping
 - Greg motioned for Sajovie. Claire seconded. John to ask Sajovie to replace Norway spruce with another tree because Jackie said Norway spruces are prone to disease.

4. Geese Poop on Sidewalk on Maryland St

Jackie: Let's find a quote to have a contractor to remove geese poop from sidewalk.

Greg: I can submit a quote for my services to be considered.

John: Other HOA boards use board members. In those cases, all board members except the one submitting a quote will receive the quotes to vote on.

Jackie: Not a best practice we should use because of the conflict of interest for a nonprofit.

Brandon: Also do not like the idea due to conflict of interest.

Claire: If other boards allow it and there are no legal issues, we should be able to view all options of quotes.

Greg: I will submit one just in case and it can be dismissed if needed.

5. New Signs for Herrington Place Community

- a. Option found by Greg [HERE](#): \$200 per sign
- b. Brandon motioned. Claire seconded. John to order 2 signs based on quote.

6. Handbook

- a. Cheat page, easy to understand rules – John to find and send old version that was used that needs edited because of an incorrect statement with.
- b. John: Submit a final copy of what we want to see and he will take to Kaman to validate. John has a file to send to Greg. It just needs to be reviewed by lawyers.

7. Front Entrance:

- a. Front light was fixed by electrician per John.
- b. Old Fountain Landscaping: Sajovie quote needs revised. (4) 18 in Sea Green Junipers, (2) 5 Gallon Fountain Grasses are good. Replace the (6) 18 in Endless Summer Hydrangea with something else such as bulbs. We will wait until spring to add mulch.
- c. 1 year contract for the holiday lights - John to get labor quote. Jackie said they store the lights that we purchased.

PUBLIC FORUM:

Greg opened meeting to residents at 7:12 PM.

Homeowner: Were the pond work included in the reserve study?

Greg: Yes, \$330K for all ponds used at quote. \$138K in reserves currently.

Homeowner: Let's use them to get dredging completed.

John: Recommended AquaDoc to do a sediment study to the problem ponds to use to give to the excavator. Get the studies for at least 6, 10, 13 and 19.

Claire made the motion to get the pond studies. Greg seconded. All in favor. Yes.

John to get quotes for these 4 from Sitework.

Homeowner: What can be done about 10455 Dogwood abandoned house? Eviction notice on the door. Overgrown grass. Police came in because people taking stuff out.

John: City has been called to take care of what they can.

Greg: Based on Section 8.4 - nothing HOA can do since people still own the house and title.

John: We don't recommend anyone on the board do anything because it's more money and time from HOA that we won't get back.

ACTION ITEMS:

Previous Actions	Responsible
Purchase 2 new signs (Link to type of sign) ~\$400 total	COMPLETED 9/8
Determine HOA fee due dates and payment options – new Mar 1 due date	COMPLETED 9/7
Ask Aqua Doc Does contract include cattails cleanup of dead fallen debris or is this an extra feed and if so, how much?	John – COMPLETED
Request quotes and depth studies for ponds that get most complaints.	John - COMPLETED
Ask Cody about another community walk and send board dates / times	John – COMPLETED 6/27
Request quote from Diggins on entrance fountain landscaping	Greg – COMPLETED 6/20

Sep - New Actions	Responsible
Update annual payment plan due date.	John
Determine breakdown of Pond Fence and Landscaping for Firethorn / Maryland and email approvals of purchases and service	John to get final quote from Sajovie with replacement option for Norway Spruce
Add information about Ponds (purpose of retention pond) to Website. Contact Cody from AquaDoc and use their wording.	Jackie
Visit Pond 10. See if excavator can fit behind house.	Greg, John, and other board members as possible
Obtain a map of what land is EPA protected.	John?
Obtain quotes to cleanup Pond 6	John
Obtain quotes for sediment studies for Ponds 6, 10, 13 and 19 (Herrington Pond #s) to send to board for approval.	John
Send 1 pager previously seen for handbook to board.	John
Board to edit the handbook cheat sheet and send to John for lawyers to review.	All
Obtain revised quote from Sajovie for Entrance landscaping (replace hydrangea with something else)	John
Obtain labor quote for holiday lights at entrance.	John
Obtain work order log from AquaDoc on visits and what work was done (Excel spreadsheet with bullet points as Cody agreed to)	John

ADJOURNMENT:

Greg adjourned the meeting at 7:23 PM. Brandon seconded.

Respectfully Submitted,
 Claire Rama, Secretary

_____ President

_____ Secretary

Appendix

Figure 1. Aqua Doc Pond #13 (Herrington Pond #19) – Low water level; Recommendation to Dredge (boarding on Swamp conditions instead of Retention Pond Basin)



**Figure 2-4. Aqua Doc Pond #16 (Herrington Pond #21) – Shoreline growth to remain to maintain ecosystem
Far side of Retention Pond has unknown cover**



Figure 5. Aqua Doc Pond #6 (Herrington Pond #6) - Cattails



Figure 6-7. Aqua Doc Pond Numbering Documents

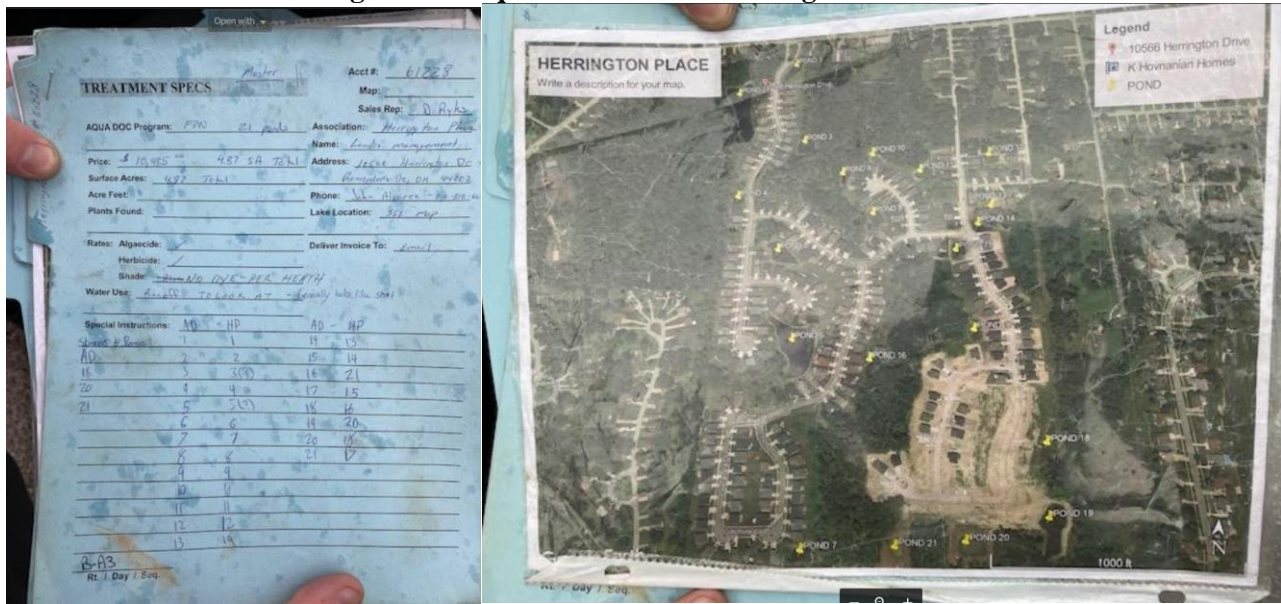


Figure 8. Pond #6 Sent by Anita Rhea



Firethorn Marylane Pond 14 Project Quote Comparison							
Contractor	Fence Type	Feet of Fence	Landscaping	Fence price	Landscaping	Total Quote w/o tax	Fence price per foot
Diggin	2 rail height not given	195	3 Norway Spruces 5' to 6 and 5 Dutzia Nikko Blue shrubs	\$5552.55	\$5672.45	\$11,225	\$28.47
Sajovie Bros	2 piece split rail;	177	3 Norway Spruces 5' to 6 and 5 Dutzia Nikko Blue shrubs	\$7621	\$2974.93	\$9,696	\$43.06
Wolfscape	2 rail 3' high	227	12 7 foot Norway Spruce Trees	\$9420	\$8400	\$17,820	\$41.50

Email Log of AquaDoc Invoices:

6/8/23 10:30a	Cody Carpenter	Attending to community 15-18 days (every 2 weeks)
6/27/23 9a	Cody Carpenter	Included Service & Walk Through with John and Claire
7/18/23 11:00a	Cody Carpenter	<p>Full Season Premium Repeat</p> <p>AQUADOC'S Full Season Premium Treatment Program is a worry free way of controlling nuisance plant growth and maintaining the beauty of your pond on a bi-weekly basis during the growing season. Our licensed applicators utilize effective management techniques, allowing the pond owner to maximize their pond/lake to it's fullest.</p> <p>FOUNTAIN INSPECTED AND RUNNING PROPERLY. Inspected By: _____</p> <p>orders</p> <p>Good morning. Today all basins were treated with an algaeicide to control algal growth between visits.</p>