

WHA Board - November 13, 2024 meeting minutes

Present: Michele Maley, Matt Maley, Chuck Cheek, Melanie Gumz, Naro Sigler, John Igrisan

Joined meeting in progress: Rick Keeling and Pavan Kumar Gangadhar

The meeting was called to order at 8.03 PM.

President's report

- Winter newsletter has been drafted, board reviewed content and approved. Melanie will edit and finalize.
- WHA's agreement with Bainbridge Apartments regarding use of Laurel Woods Park will expire April 30, 2025. The agreement was signed in 2015. Melanie and Naro will draft a letter to Bainbridge management requesting a meeting between WHA and Bainbridge to discuss continuing the agreement. The agreement has been beneficial to WHA, as Bainbridge has provided maintenance services for Laurel Woods Park. The basketball and tennis courts, which had deteriorated, were removed, and a walking path and gazebo installed, and trees planted. These actions have improved the esthetic appeal and usability of the park.
- Michele reported that Bruce, the prior manager of Bainbridge Apartments, is now managing a different property, and Tanya has replaced him. Michele spoke with Tanya, and learned that she is in process of hiring new staff and working with a new lawn care company. Michele mentioned a concern from a resident about a grassy area of Laurel Woods Park that needs attention, as it isn't currently being cut, and this area will be addressed by Bainbridge. Michele believes that the good working relationship that WHA experienced with the prior manager will continue under the new management.
- The annual review by the CPA has been completed, no issues identified.
- Michele has completed the self-audit for Liberty Mutual, and WHA will be receiving a partial refund of its Workman's Compensation insurance premium.
- All projects planned for Cottonwood Hollow and Laurel Woods Park in 2024 have been completed.
 - In Cottonwood Hollow Park, a section of the path from Devon Lane may need replacement in 2025. A suggestion was made to spray the uneven area with neon paint to alert pedestrians to use care when walking the path. Rainfall has completed work to cut the roots that are causing the path to become uneven, and patched the crack.
 - Michele has asked Rainfall Landscaping to re-evaluate the work done in Cottonwood Hollow Park on the border around the playground. It may be necessary to replace the border in 2025 or 2026. Hopefully Rainfall can take remediation actions to resolve the immediate concerns.
 - A suggestion was made to request that contractors be required to provide more details on work performed, when submitting invoices, to ensure the work meets the board's expectations.
- WHA's application for 2029 road work project has been turned in to the Township. WHA has submitted applications for both 2028 and 2029.
- Michele has submitted application to use meeting room at Canton Township Administration Building on Monday May 5 at 7.30PM, for the annual meeting.

- The first payment of \$5,350 for the snow contract has been made to Teddy's. Michele noted that the invoice from Teddy's included a \$267 surcharge for fuel, which was not detailed in the contract, nor mentioned in any of her discussions with Teddy's, and she has declined to pay the surcharge.

Vice President's report

- All park issues were covered as part of the President's report

Secretary's report

- Minutes are up to date, including minutes from September 25 (special) meeting.

Treasurer's report

- Matt provided a report of the checking account balance, book balance, and outstanding checks. The board appreciates the ongoing work by Matt to provide clear financial record-keeping.
- There are currently 24 accounts unpaid for the current year, one account unpaid for two years, one account unpaid for three years, and six accounts unpaid for four or more years.
- There are currently seven accounts with liens. No new liens were placed in 2024.
- The board reviewed the proposed 2025 budget.
 - The board expects sidewalk repair to be a significant expense, as about 40 flags have been identified for replacement by the Township. At \$200 per flag, the expense is expected to be approximately \$8000. The board decided to split the expense in half, and include the first half in the 2025 budget, and the second half in the 2026 budget (i.e. \$4000 for sidewalk repair in both 2025 & 2026)
 - The board discussed the sidewalk flags by the bridge over Willow Creek on Hanford, and whether any of those flags marked for replacement should be the financial responsibility of Wayne County (who owns the bridge) or Canton Township. This topic will be pursued with Canton Township.
 - The board recommended renaming "Reserves" as "Unforeseen/Unforecasted property maintenance", to better capture the intentions for this money. For example, if a tree falls and needs to be removed, the board needs to have funds in reserve to pay for this unplanned expense. The snow cone social event will be designated "Neighborhood Events", and sidewalk repair designated "Property Maintenance."

Old Business

- The board continued discussion of using email to distribute news and updates. Canton Township has contacted Michele on several occasions and asked whether she had an email distribution list. Currently, WHA uses USPS to communicate with residents, but due to rising postal costs, the board is interested in pursuing the idea of using email whenever possible. All invoices would continue to be provided via USPS, as this is a legal requirement; however, news and information regarding special events and alerts from Canton Township could be shared more readily using email.
- Melanie offered to investigate using Gmail and other Google tools for email distribution. Michele will include an email "opt-in" form for residents to provide an email address, in the annual statement mailing.
- Pavan raised the idea of a neighborhood event next year, perhaps a picnic or potluck. The last time this type of event was attempted was in 2009/2010, and attendance did not meet expectations. It is challenging to find a time that works for majority of residents, but the board is willing to consider suggestions and will continue discussion on this topic. For the moment,

discussion will be tabled until spring.

Meeting adjourned at 8.54PM.

Respectfully submitted

Melanie Gumz
Secretary