

Mill Creek Estates Homeowner Association Inc. (Phase I)
Springfield Illinois
November 12, 2017 at 3:00 p.m.
Held at Kerasotes YMCA

Board of Directors Members Present: Bruce Bonczyk, James O'Brien, Eddie Simpson, and Julie Sundquist.

President Bruce Bonczyk called the meeting to order at 3:08 p.m. There were 11 members represented in person and 24 by proxy, which met the quorum requirement of 21 members represented, as explained in the meeting notice.

Treasurers Report: The fiscal year runs from July 1 through June 30. As of October 31, 2017 the association account balance was \$52,168.09. RSM who has performed accounting services for the association for several years submitted a bill for \$2,700 for this year's annual fee collection and tax preparation. RSM no longer wants to provide these services for us. Next year the HOA board plans to use an automated mailing service, as is done for the meeting notices, to send out the fee invoices to property owners. Eddie Simpson, our current treasurer, will be receiving the fees and depositing them. The board will hire a qualified tax preparer. This should result in a budget savings.

Neighborhood Watch: Officer Scott Ligon of the Springfield Police Department is our neighborhood police officer and attended the meeting briefly to update us. His email is scott.ligon@springfield.il.us. His cell phone is **217-741-0987**. Report an emergency to **911**. If you see suspicious activity you can call Scott or the police non-emergency number **788-8311**.

Scott said that he has received reports of speeding on Meadowbrook Road with increased traffic due to the temporary road closure at Iles Avenue and Archer Elevator Road. He has requested a radar traffic study to document traffic volumes and speeds. He has also requested that police patrols do speed enforcement on Meadowbrook when they have time available.

Scott reported a situation where teenagers were egging properties. They were caught, police noted their names, and their parents have disciplined them.

Several months ago, Scott was notified by residents of suspicious persons loitering in the neighborhood and possibly casing residences for burglary. Police increased patrols and only one burglary has been attempted since. A barking dog prevented that burglary.

Starting January 1, the neighborhood watch answering service was discontinued. We began using a free social media service called **Nextdoor**, which can be found at www.nextdoor.com. Many residents have already signed up there. It offers the ability to post messages or urgent alerts. You can sign up for it yourself; you do not need any intervention by the MCEHA board or directors. Jill Stoops and Julie Sundquist are available to explain this service. If you find the notifications too numerous, you can adjust what information that you receive in the settings menu. Jill and Julie can assist if you need help with that.

The City of Springfield has a citywide messaging alert service that is also free. Go to the city website, www.springfield.il.us. On the top of this website go to "I Want To.." and choose "Sign Up For..." and "City Text Alerts". Residents can sign up for various emergency alerts from blizzards to high winds to flash floods. A street address and either a text-capable cell phone or an e-mail address must be provided.

Web-Site: Our web page is up and running. Please take a look at:

<http://www.millcreekestateshoa.com>

It has various documents and maps, including the covenants and by-laws, historical meeting notices and meeting minutes, and other items of interest.

Meadowbrook Detention Area: An ad hoc subcommittee has been working on a plan to address the lack of drainage and frequent standing water in the detention area. Jim Michael, a professional engineer has reviewed the site and provided a proposal to address the lack of drainage. There is only a two foot elevation difference between the east and west sides of the area. Siltation over time has resulted in a relatively flat surface that does not drain quickly. Over the past several months the board and subcommittee members have reviewed the proposal and submitted questions. Mr. Michael attended this meeting to explain the plan and answer questions. He has provided his services so far at no cost. Two handouts were available at the meeting. One was a series of questions and answers about the details and alternatives considered. The other contained a budget estimate and an aerial photo of the area showing a proposed channel from east to west. Also shown are locations for lateral 4" drainage tiles and a proposed pair of 12" solid tiles to convey water directly from the east inflow structure to the outlet structure adjacent to Meadowbrook Road. An estimate was attached for the proposed work of \$18,533. This would include engineering/permitting, demolition of some existing field tile, channel and tile installation, drainage improvements, and seeding after the improvements are installed. Knowledgeable persons have looked at the cost estimate and said it seems reasonable. The board intends to have the construction bid by several reputable contractors. Mr. Michael pointed out that doing the work in phases would provide an opportunity to see if the lateral tiles are really needed. He said the equipment involved is different for that tile work, so doing the work in phases would likely not involve re-mobilization costs. He also pointed out that grading over one acre requires an EPA permit (aka, NPDES permit). Doing it in phases may allow avoidance of that permit requirement and would minimize erosion of bare earth if it rains before vegetation is re-established. In any case a City of Springfield permit will be required. There was further discussion about whether avoiding the permit fee would be cost effective.

Jay Winkelmann made a motion to approve the project as presented and for the MCEHA board to proceed with it to completion, either in one or multiple phases, with a cost not to exceed \$20,000. Jim O'Brien seconded. There was one opposed vote, the rest were in favor, so the motion carried. Any cost overrun or bid for work above that figure would have to be brought for vote of the members at the next semi-annual or a special meeting.

There was also discussion about whether properties surrounding the detention area that primarily benefit from this work should be subject to a special assessment. Bruce Bonczyk said that it does not appear that the covenants authorize such an assessment. Others noted that, while a limited number of homes surround the detention area, comments and complaints have come from residents all over the association, ranging from unsightly appearance, safety issues with children, mosquito issues and other issues. It was also noted that the storm water coming into the detention area comes from many properties both inside and outside the subdivision. The goal has been to come up with a corrective design that addresses the majority of such comments, balancing the costs of correction. For a detailed summary of the history of detention area issues, see the Spring 2015 meeting notice and the Fall 2016 meeting minutes on the association website.

HOA role: A discussion had been requested on the role the HOA should play in maintenance of lots not owned by the HOA, but abutting to HOA property. Apparently the situation that gave rise to this request had since been resolved. Members were pointed to the Tree Policy on the HOA website for guidance on what process to follow to address trees on HOA property which become safety concerns.

Neighborhood Events: A discussion had been requested about the desirability, format, and support for neighborhood get acquainted events. The membership indicated no particular interest in pursuing this topic.

Between Meetings Expenditure Authority: A discussion was requested about the authority of the Board to approve minor expenditures of emergent nature. Jim O'Brien pointed out that this is covered by Article III of the covenants. The types of expenditures approved by the Board in the past have often been about safety issues involving trees or other minor maintenance expenditures that are not predictable.

Election of Officers and Directors: The covenants and by-laws anticipate that there will be an odd number of board members. No nominations were made from the floor at the meeting. The current members of the board are:

President -- Bruce Bonczyk

Vice President -- Peter Van Gieson

Treasurer -- Eddie Simpson

Secretary -- James O'Brien

Director -- Julie Sundquist

Director -- Jill Stoops

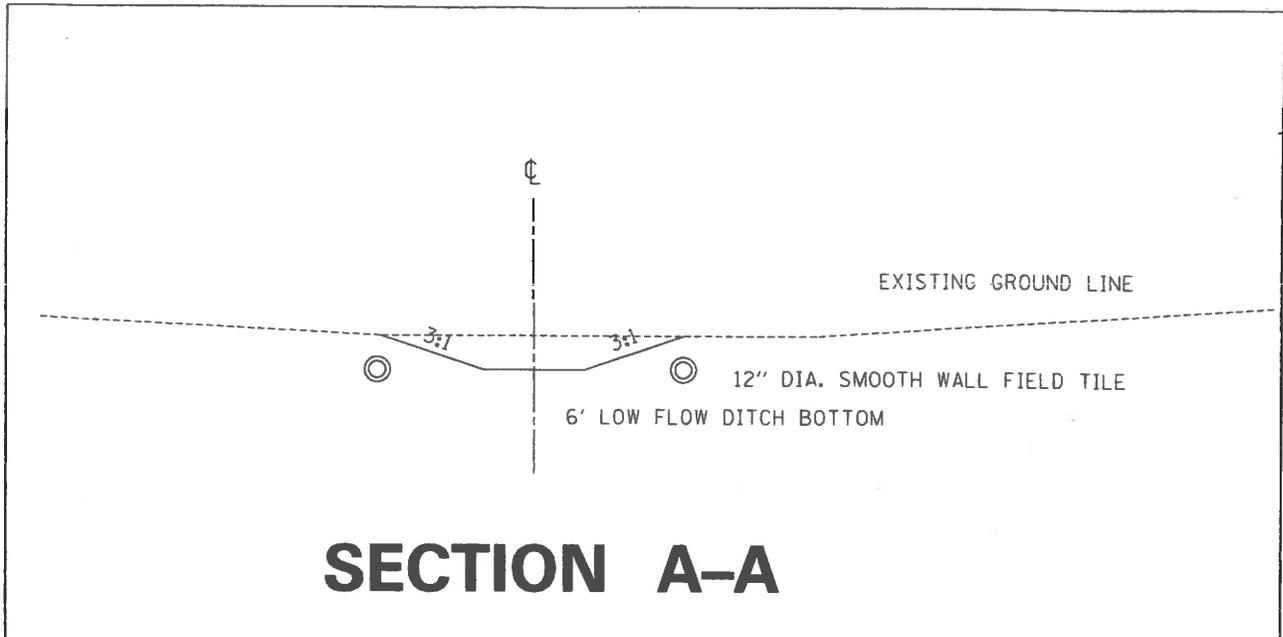
A motion to adjourn the meeting passed at 4:12 p.m.

Respectfully Submitted,

James O'Brien, Secretary



FILE NAME C:\Users\j\OneDrive\Documents\Mill Creek Estates Homeowners Association\Plats 4 and 5.dwg	DESIGNED	REVISION	MILL CREEK ESTATES HOMEOWNERS ASSOCIATION PLATS 4 AND 5		PROPOSED DETENTION POND IMPROVEMENTS		SECTION	COUNTY	DATE
	DRAWN	REVISION			SCALE: 1"=20'				SHEETS
	CHECKED	REVISION			SHEET NO. OF				SHEETS
	DATE	REVISION			STA. TO STA.				CONTRACT NO.
					FED. ROAD DIST. NO.				ILLINOIS/ FED. AIR PROJECT



3/31/2017
 Mill Creek Estates Homeowner's Association
 Detention Pond Restoration

Estimate of Probable Construction Cost

Mill Creek Detention Pond Restoration		Quantity	Unit	Unit Cost	Total
DEMOLITION/DISPOSAL					
1.	Existing Field Tile- Removal	1	Lump Sum	\$200.00	\$200.00
DRAINAGE IMPROVEMENTS					
1.	12" Smooth wall interior HDPE field tile	700	L.F.	\$3.50	\$2,450.00
2.	4" Perforated field tile, with sock	1200	L.F.	\$1.10	\$1,320.00
3.	Rip Rap (RR4) stilling Basin	90	S.Y.	\$20.00	\$1,800.00
4.	Cut 6' wide channel from inlet to outlet	361	Tons	\$3.00	\$1,083.00
5.	Site Grading	1.3	Acres	\$1,000.00	\$1,300.00
6.	Rip Rap (RR3) lined channel (optional)	425	S.Y.	\$12.00	\$5,100.00
7.	Remove and relay existing rip rap	300	S.Y.	\$4.00	\$1,200.00
RESTORATION/SEEDING					
1.	Silt Fence	100	L.F.	\$2.50	\$250.00
2.	Seeding	1.3	Acres	\$500.00	\$650.00
3.	Temporary Ditch Checks	10	Each	\$50.00	\$500.00
ENGINEERING/PERMITTING					
1.	Engineering- Design and Construction Management	40	Hours	\$52.00	\$2,080.00
2.	Permitting (City of Springfield Permitting Fee)	1	L.S.	\$100.00	\$100.00
3.	Permitting (IEPA NPDES Permit Fee)	1	L.S.	\$500.00	\$500.00
Subtotal:					\$18,533.00
IMPROVEMENT TOTAL					\$18,533.00

Proposed Detention Pond Improvements

Comments 041217

Responses in RED below

1. Why remove and relay existing rip rap? Does ditch need deepening, or does this material go into new low flow channel? This pertains to both the existing rip rap immediately adjacent to the outlet structure and the existing rip rap that runs along Meadowbrook Road near the toe of the existing pond slope. For obvious reasons, I would like to reuse the rip rap adjacent to the outlet and recreate a basin for the ditch and smooth pipes to outlet into and drain to the existing 18" concrete pipe. The rip rap along Meadowbrook Road does not seem to be fully functional and in some locations, seems excessive. Ideally, this area should be reconfigured to be closer to the toe of slope and better coordinated with the existing drainage inlet pipes. Excess rock could be used for the basins.
2. Regarding removal of existing field tile, presume this means in main channel area? What about laterals that were added couple years back? I wouldn't actively seek to hunt out and remove all field tile, but I am guessing that there are areas that we are going to cut into or cross that will render it useless, if it even works. If the main channel is removed, the existing laterals will likely be cut as well.
3. We have been told that field tile with sock will become blocked because of high silty soil? That is what was installed couple years back? Will it have gravel placed around it? There are different schools of thought on sock versus no sock. I prefer the use of sock. If the water can percolate through the soil itself, it can get into the sock. Gravel can be placed around the pipe, but unless the trench is fabric lined, the gravel will quickly fill in with the adjacent fine soil. So it is either sock, or fabric lined gravel trench, with the first being considerably cheaper.
4. With respect to new 4" dia. field tile, how deep will it be?? What will protect it from mowing equipment and perhaps truck traffic? I would expect the 4" tile would range from 1' to 2' deep. This pipe can be laid nearly flat as is meant to collect water and push it through the system via pressure head. Mowing equipment should be the heaviest equipment, we can keep a band around the edge of the pond clear of pipe for truck traffic if necessary.
5. Are we re-grading the entire basin area to insure positive slope to the low flow channel?? Then re-seed it appears? Certain areas are low now near residences and preclude mowing, will these be addressed in the regrading? The desire would be to regrade the bottom of the pond basin to provide positive drainage to the low flow channel. The only catch is that any grading greater than one acre of area triggers another level of permitting, engineering submittals and fees. If we could keep it below an acre, that would be preferred, but if the work needs to be done, now is the time to do it.
6. The solid field tiles will be primary method of water removal when very low flows? Larger rains will use both tiles and then low flow channel? In heavy rains the detention basin will then hold until drainage can exit? Yes, this is essentially how the system will work. The intent is to get the lower intensity rainfalls and flow through the site without inundating the entire bottom of the pond. If these lower flows can be contained, it will help to keep the remainder of the pond dry and mowable. For larger events, the pond will and must fill up for the purpose of flood control. (Likely to happen this weekend with all the rain anticipated). But with this system in place, the basin will dry out faster and not be

saturated for weeks on end, making the facility maintainable (mowable) as quick as possible.

7. **How exactly will solid field tiles be installed/treated at downstream side? Open ends? Is there to be a basin at the downstream side? Will water just set in pipe? Survey shots were taken and there is approximately 2 feet of fall from the 36" pipe to the outlet structure, 18" pipe. The ditch would be cut to grade to connect the inlet and outlet directly on one slope. The solid pipes would flank the ditch and be placed matching the invert at the downstream end, but the pipe would be flattened to about 1/2 of the slope of the ditch, thus creating approximately a 1 foot sump at the upstream end. A rock (riprap) basin would be constructed at the upstream end funneling the flow from the 36" concrete pipe into the 2 smooth tile pipes. At first the flow would fill these pipes, then the flow would be directed to the ditch once these pipes fill up. A rock basin will also be constructed at the downstream end (using the existing rock currently in place) to funnel the water from the smooth tile pipes and the ditch into the 18" outlet pipe.**

8. **What will protect the entrances/exits to the solid field tiles? Special inlets?**

This would simply be the rock basin surrounding the inlet to these pipes. The ends of the pipes would be open as to not restrict flow. The more flow you can get through these pipes, the better the system will perform.

9. **Will there be a downstream basin that the solid tiles exit into? Will they be cut into concrete drainage inlet at Meadowbrook?**

Yes, there would be a similar basin at the downstream end that would tie to the existing 18" pipe from the outlet box structure. No modifications would be made to this structure.

10. **Does the drainage structure wall at Meadowbrook need to be cut/lowered to give positive drainage of the field tiles? No, the 36" RCP pipe upstream and the box/grate control structure would not be impacted. These structures control the flow entering and leaving the site and should not be altered.**

11. **Should any sort of clean outs or access points be installed along field tiles and solid pipe? The smaller diameter tile would not have a cleanout. Due to the small diameter of the pipe, the material type and the branching connections, the effort to clean out this pipe would exceed the cost to simply replace it. In terms of the solid pipe, this system would be open at each end and could be jetted out if necessary, though the concentrated flow and velocity will likely keep this pipe pretty clean due to the smooth interior**

12. **Will it be possible to plant trees between the field tile runs in the future? Trees can be placed in the vicinity of the tile, but there is always a chance for root infiltration and blockage pending the type of trees selected. Some trees have a much more aggressive shallow root system, while other trees are deeper rooting or the roots are confined to the spread of the tree canopy. In all reality, the smooth tiles and the ditch, along with some regrading of the pond bottom will likely address 90% to 95% of your concerns. The 4" tile will just help dry things up if the pond fills up.**

13. **How will field tile locations be marked for future reference? As-builts with dimensions??**

This can be done by several methods. Sketches can be provided with ties (dimensions) to the underground pipe. Shallow buried metal stakes or magnetic nails can be placed along side the pipes and cross referenced on the plan sheets so that a metal detector can pick up the location, or some sort of a physical marker can be provided to identify the locations