PHEASANT RUN ROAD MAINTENANCE ASSOCIATION, INC.
BOARD OF DIRECTORS
MEETING SUMMARY
February 3, 2015
5:30 p.m.

A regular meeting of the Pheasant Run Road Maintenance Association, Inc., Board of Directors was held at the Administration Building, Leisure Services Conference Room on Tuesday, February 3, 2015.

Members Present: Debbie Bilbrey-Honsowetz, Canton Township Omar Alomary, Pheasant View, Larry Siedell, Fairway Pines, Bill Serchak, Canton Township, Manoj Desai (arrived 5:34 pm), Fairways

Members Absent: None

Others: Tim Kljun, Roadway Manager, Deborah Dooley, Secretary, John Chen, Fairway Pines

I. Call to Order

Mrs. Bilbrey-Honsowetz called the meeting to order at 5:30 pm.

a. Approval of Agenda
Motion by Serchak, supported by Alomary to approve the agenda as presented. Motion carried by all members present.

b. Approval of Minutes for January 13, 2015.
The minutes for January 13, 2015 were deferred until the March meeting for approval.

II. Financial Activity Review

a. Current Reports

Mr. Kljun stated all members received the financial documents through January 31, 2015. Mr. Kljun stated on the balance sheet the only open issue is the accounts receivable with the dues for each association being due the end of February. He stated the current money market account is $445,779. This includes Canton's yearly dues payment. The total assets is $514,548.10. Mr. Kljun stated the inventory-signs is at $970.30 which was left over from 2014.

Mr. Alomary inquired on the payables report who is Joseph Hester. Mr. Kljun stated he is the contractor for the guard house repairs. Mr.
Alomary inquired under receivable it indicates that Pheasant View owes $75, and he wanted to know why. Mr. Kljun stated this was for the sign that was knocked down at the entrance on Beck Road. Mrs. Bilbrey-Honsowetz stated she has the invoice and will give to Mr. Alomary.

b. Cash Flow Analysis

Mr. Kljun stated the cash flow analysis has been updated.

Mr. Kljun distributed an insurance cost breakdown showing a comparison from 2009 through current. He stated the current insurances PRRMA carries is as follows: Property and $1 million Liability, $4 million Umbrella, Workman's Compensation and Surety Bond. He stated the cost have slightly escalated. He stated in 2015 the Property and Liability and Umbrella has increased almost $100 per year. He stated the Workman's Compensation and Surety Bond have remained the same as 2014. Mr. Kljun stated PRRMA receives a rebate from the Workman's Compensation for no claims filed. He stated there is a small fee that the insurance company retains.

III. Unfinished Business

a. 2015 Road Repair Project

i. Scope of Project

Mr. Serchak stated he received an email from Mr. Ensley, Spalding DeDecker, indicating that the Orange (36-45 PASER) areas for base paving of fair or below would be estimated at $124,979. He stated if the alternate Brown (46-55 PASER) was included it would significantly increased to $356,000.

Mr. Serchak stated it was also discussed to pave the entire length of Innsbrook to mill and resurface. The estimate would be $12,838 for Innsbrook. Mr. Ensley estimated the 2014 concrete work at $65,900.

Mr. Serchak stated the last time Nagle bid was in 2012. He stated we have asked Nagle if they could hold their prices. He stated PRRMA had a project with Nagle in 2013 and there was not a project in 2014.

Mr. Serchak stated Nagle has a slight increase for cut and patch, they will hold their price on asphalt for mill and replace, and the concrete unit prices are increased.

Mr. Serchak stated Canton's sidewalk repair contractor has also increased their prices approximately 8%.

Mr. Serchak stated he indicated to Nagle that PRRMA wanted this work completed before Liberty Fest. He stated Nagle needed a commitment to hold his prices and would be able to complete before Liberty Fest.

Mr. Serchak stated he would prefer to use Nagle again and does not feel the increases are out of line. He stated Nagle is already trained, and could complete the repairs before Liberty Fest as requested. Mr. Serchak stated if PRRMA goes out for bid we could still choose Nagle but the delay could result in repairs being done after Liberty Fest. It could take a least a month to bid out. Mrs. Bilbrey-Honsowetz stated Nagle is familiar with

the communication that is required from PRRMA to the residents. She stated Nagle has done a good job with communication.

Mr. Kljun stated from the spread sheet received from Mr. Ensley the increase is approximately 8.3% over the entire project. Mr. Serchak stated the concrete according to Mr. Ensley's later email indicated the cement cost may be $80,000 to $85,000 as opposed to $65,900 (2012 cost). He stated material and labor cost will be increased as well. Mr. Kljun stated the majority of PRRMA's work is asphalt. Mr. Kljun stated the cement cost will increase approximately 25% but the paving cost will remain the same. Mrs. Bilbrey-Honsowetz stated PRRMA can certainly bid this project out, but her guess is that the asphalt cost will increase as well. Mr. Alomary inquired if PRRMA could piggyback on Canton's contractor for concrete work. Mr. Serchak stated he does not think the contractor would be able to fit this project in with Canton's.

Mr. Serchak stated Nagle owns their own asphalt plant. He stated the concrete work will be contracted out. Mr. Kljun stated the projected $20,000 from 2014 is included in 2015 concrete work. Mr. Serchak stated Mr. Ensley knows the scope of work and any alternates requested. He stated the question is does PRRMA want to rebid. He stated if PRRMA rebids, Nagle will probably rebid and may take advantage of raising his prices in a competitive bid process.

Mr. Serchak reviewed all the options with the Board. Mr. Siedell inquired if in Option 1 the Value Alternate #1 Paving - Repair all of Innsbrook Drive at once at $12,838 is correct. Mr. Serchak stated he will speak with Mr. Ensley and get clarification on the contingencies. He stated PRRMA can add as needed. He will have Mr. Ensley give PRRMA a actual bid price on this project.

Mr. Siedell stated there are two curb issues discussed previously, one on Mornington. Mr. Desai stated there is one on Sandalwood either the curb or drain. Mr. Serchak stated he will have Spalding DeDecker look at Sandalwood.

ii. Selection of Contractor

Motion by Siedell, supported by Serchak to retain Nagle for the 2015 road repair project. Motion carried unanimously.

Mrs. Bilbrey-Honsowetz stated Nagle will be contacted and informed that they have the project. She stated she will that Spalding DeDecker will be contacted on the value of the additions. She stated Mr. Serchak will email the new cost estimates to each member for their review. Mr. Serchak stated he will actually meet with Mr. Ensley and define the actual scope

and then ask Nagle to bid. The Board will then have an opportunity to add or remove any items.

Mr. Siedell inquired if Ms. Falzon can send out scheduling for next meeting date. Mrs. Bilbrey-Honsowetz stated she will have Ms. Falzon send out scheduling.

IV. Other Business

a. Next Meeting Date

The next meeting date is scheduled for March 10, 2015 at 5:45 pm.

b. Items for Next Meeting

i. Street Sign Update

- **Replacement Update** (discuss next meeting)
- **Lettering** (discuss next meeting)

V. Adjournment

Motion by Siedell, supported by Alomary to adjourn at 6:30 pm. Motion carried unanimously.