

PHEASANT RUN ROAD MAINTENANCE ASSOCIATION, INC.
BOARD OF DIRECTORS
MEETING SUMMARY
May 8, 2018
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, May 8, 2018.

Members Present: Greg Hohenberger (left meeting at 6:49 pm), Canton Township, Kevin Whitaker (arrived 5:44 pm.), Pheasant View, Joe Maltese, Fairway Pines, Bill Serchak, Canton Township, Chad Hetherington, Fairways

Members Absent: None

Others: Tim Kljun, Roadway Manager, Deborah Dooley, Secretary

I. Call to Order

Mr. Bill Serchak called the meeting to order at 5:36 pm.

- a. Approval of Agenda
Motion by Maltese, supported by Hetherington to approve the agenda as presented. Motion carried by all members present.
- b. Approval of Minutes
 1. January 23, 2018
Motion by Hetherington, supported by Hohenberger to approve the January 23, 2018 minutes as presented. Motion carried by all members present.

II. Financial Activity Review

- a. Current Reports
Mr. Kljun stated the April financials were sent via email to all Board members.
- b. Cash Flow Analysis
Mr. Kljun stated the projected 2018 Reserve Maintenance Expenses is targeted at \$320,514. He stated if this projected expenses is reached the projected reserve amount in December 2018 will be \$220,009.

Mr. Kljun distributed historical data. He stated in 2009 Mr. Casari devised a PRRMA road length calculation. He stated this calculation is the basis for the dues percentage for each member of PRRMA. He stated in addition a budget summary was included prepared by Spalding DeDecker prepared this document in 2009. He stated this document shows spending to maintain roads at the PASER Rating of 57, 62 and 67. Mr. Serchak stated the PRRMA decided upon goal is 57.

Mr. Kljun distributed a PRRMA Historic Roadway Mill and Resurfacing data sheet from 2006 through 2017. He stated the total square feet resurfaced from 2006-2017 is 713,237, with a cost of \$1,056,485, totaling 50.4% of roadway resurfaced. Mr. Kljun stated there was no curb and gutter, patching, crack sealing, or sidewalks in these numbers. He stated these amounts will give PRRMA a target number to quotes in the future.

Mr. Serchak stated it was proposed that PRRMA would spend approximately \$2.7 million over the 10 year period by Spalding DeDecker to maintain the 57 PASER Rating. He stated PRRMA has not spent that much, spending only \$1.5 million thus far. He stated PRRMA spent \$130,000 in curb, gutter and sidewalks. Mr. Serchak stated PRRMA needs to revisit to maintain at 57 PASER Rating. Mr. Maltese stated the roads are getting older and deteriorating at a much faster pace. He inquired how much money has been collected in the last 10 years in dues. He stated PRRMA has spent almost \$3 million of the collected dues. Mr. Kljun stated there is evidence that PRRMA is falling behind. He stated the older roads are more susceptible to damage. He stated the pothole damage is the worse all around than PRRMA has ever faced. Mr. Kljun stated the brown (fair +) roads make up 21% of the roadway. He stated an estimate to make necessary repairs to bring this up to 57 would be \$274,000.

Mr. Serchak stated PRRMA will retain Spalding DeDecker for an update on the condition of roads currently.

- c. 2018 Payments from Fairway Pines and Links of Pheasant Run
Mr. Maltese requested to waive the late fee for Fairway Pines. He stated they have a new Treasurer.

Motion by Hetherington, supported by Hohenberger to waive the late fee for Fairway Pines. Motion carried unanimously.

Mr. Serchak requested the late fee for Links of Pheasant Run be waived as they are under new management and the company was not aware of this charge. Mr. Kljun stated Links of Pheasant Run pays Canton directly. Mr. Serchak stated that is a question for Canton Township if these fees have been paid.

III. Other Business

a. 2018 Construction Project

i. Proposal from Nagle

Mr. Serchak stated Mr. Kljun and Mr. Notestine met in February for two areas that will need an extensive mill and replace: intersection of Pinehurst and Fountain View, including a drainage problem, also at the corner of Fountain View. He stated Nagle reviewed this area and stated there is a difficult drainage issue, including three catch basins in need of repair and some curb that would need removal. He stated Nagle would recreate the

crown on this area creating better drainage. Mr. Serchak stated the cost would be \$63,398. Mr. Kljun stated PRRMA has budgeted \$100,000 for roadway repair for 2018. Mr. Kljun inquired an explanation on Nagle's quote " there is very little issue with drainage in this area, it is because the roadway is flat." Mr. Serchak stated Nagle is saying when the water reaches the curb, the water usually drains the way it is suppose to go. Mr. Maltese stated he is not sure that he can vote for this repair, even though it is his subdivision. Mr. Maltese inquired if other members are discouraged with work only being done in Fairway Pines this year. Pheasant View and Fairways has no issues. They stated this is how it works, one year no work is done in their sub, maybe next year work is done only in their subdivision. They stated this is how it works with PRRMA, priority. Mr. Maltese stated there are a lot of areas where water puddles on the roads. He stated he feels that in the next 10 years there will be serious issues with the roads and PRRMA needs to be prudent. He stated he is in favor of another analysis.

Mr. Serchak stated this can be accomplished two ways, PRRMA can complete these two small projects this year, or plan for a much larger project next year. He stated his thought was to do this small project this year as well as small incidental projects that have popped up. He stated plan for a much larger project next year. He stated with the PASER analysis, this will tell PRRMA what needs to be done in the future to maintain a 57 PASER rating.

ii. Proposal from KCI

Mr. Serchak stated the quote for the Links of Pheasant View from KCI was \$36,730 and Nagle was \$38,790. He stated he would like to get a reduced cost from Nagle for the western half of the concrete, and have Nagle do the entire project this year. He stated if he can get Nagle to reduce their cost to \$20,000 the total cost for this year's project would be \$84,000-\$85,000 which is below the budget.

Mr. Whitaker inquired if the total reserve in December 2018 is approximately \$220,000, would PRRMA have funds for a much larger project in 2019. Mr. Kljun stated PRRMA cannot raise dues any more than 10%, unless the Board raises that amount. Mr. Kljun stated he calculated that if PRRMA does the necessary road repairs they would have to raise the dues 10% for the next 3 years to have the funds to do so. Mr. Serchak stated PRRMA has not raise the dues for the last 2 years. He stated the analysis will give us a report card for future repairs.

Mr. Hetherington stated PRRMA needs to review the traffic on these roads to determine repairing priority.

iii. Consider additional work for 2018, review PASER maps

Mr. Kljun presented documentation on the cost estimate for resurfacing the different areas with the three subdivisions and Canton roads.

Fairway Pines cost estimate for resurfacing the pink and orange areas:
1,520 feet, 33,440 square feet, cost \$1.50 per square foot, totaling \$50,160.00. He stated this comprises 7.26% of roads in Fairway Pines.

Fairway Pines cost estimate for resurfacing the Brown areas:
5,476 feet, 120,471 square feet, cost \$1.50 per square foot, totaling \$180,707.03. He stated this comprises 26% of roads in Fairway Pines.

Fairways cost estimate for resurfacing the brown areas:
4,876 feet, 107,281 square feet, cost \$1.50 per square foot, totaling \$160,921.59. He stated this comprises 28% of roads in Fairways.

Canton (Summit Parkway) cost estimate for resurfacing the brown areas:
2,118 feet, 46,606 square feet, cost \$1.50 per square foot, totaling \$69,908.56. He stated this comprises 15% of roads in Canton.

Pheasant View cost estimate for resurfacing the brown areas:
719 feet, 15,828 square feet, cost \$1.50 per square foot, totaling \$23,742.53. He stated this comprises 6% of roads in Pheasant View.

Mr. Kljun stated the grand total of approximately \$430,000 is the proposed cost including 13,190 feet of roadway and 21% of total roadway.

Mr. Serchak stated if PRRMA's goal is an overall 57 PASER rating, we do not want to confuse this with all roads being a 57 PASER rating or higher. Mr. Serchak stated he believes PRRMA is doing much better on an overall average rating. He stated these are 20 year old roads and they will be deteriorating faster. He stated the analysis from Spalding DeDecker will address additional work needed for future planning.

Mr. Maltese stated he would like to wait on this small project and do a large project every other year. Mr. Maltese stated the area in Fairway Pines that the road is bubbling can be done next year. Mr. Serchak stated this process is called shoving, garbage trucks push the asphalt towards the curb. He stated this is common in cul de sac's. He stated this area will be a full mill and resurface. Mr. Serchak stated we can wait on this process and he will have Nagle rebid the western half of concrete at the Links of Pheasant Run. Mr. Maltese stated there is an area on the sidewalks on Cherry Hill and this is the HOA's responsibility.

Mr. Serchak stated this vote on the concrete can be approved via email.

b. On-Call Pothole contractor

Mr. Serchak stated he believes this is needed for winter as well as summer. Mr. Hohenberger stated Canton is submitting a Board Action tonight for these same issues for Leisure Services. He stated since the contractor will be in the area

doing the pothole and crack sealing he can suggest that S and J submit invoices to PRRMA and retain their services. Mr. Maltese stated he would like S and J to evaluate roads and bill PRRMA.

- c. On-Call Crack sealing contractor
Same as above.
- d. How to handle routine sidewalk repairs each year
Mr. Serchak stated he will have Nagle do this work since they will be in the area doing other projects. He stated Nagle has marked some sidewalks. He stated we can go by complaints. He stated if a member sees an issue, report to Engineering.
- e. Trees on Summit Blvd.
Mr. Kljun stated it is PRRMA's responsibility for trees on Summit Blvd. Mr. Hohenberger stated there are 5-6 trees diseased and spreading. He stated they need to be removed. Mr. Kljun stated Canton's tree removal fund is currently at \$6,144. Mr. Kljun stated we have Davey Tree Service for removals. Mr. Kljun stated he will contact Davey Tree Service for removal of the diseased trees.

Mr. Hohenberger left the meeting at 6:49 pm.

Mr. Maltese stated Arbor Man did a lot of work in his subdivision and did a great job. He stated his quote with Arbor Man was less than Davey Tree Service. He inquired what responsibility is it to replace these removed trees. He stated he is finding that the trees are becoming overgrown and choking out others. He stated maybe thinning out is a good alternative to replacing. Mr. Serchak stated the boulevard has been thinned in the past. Mr. Maltese stated spraying is not helping these trees, stop and save money. Mr. Kljun stated we can identify the diseased trees and not replace at this time. Mr. Serchak stated in the past PRRMA has discussed getting an arborist to check these trees for us. Mr. Maltese stated he and Mr. Notestine will work with Arbor Man on this project and get the trees marked for removal. He stated then Davey Tree Service can come in and remove. Mr. Serchak stated he will keep on agenda for June.

- f. Next PASER Study, Pavement management and development of projects for 2019/2020
Mr. Serchak stated PRRMA discussed, evaluate the 10 year plan and see if our goal is met and keep funding for 57.

Mr. Whitaker inquired on the stop light request that was submitted to the County for Crowndale. Mr. Serchak stated he is confident that it is not warranted but he will follow up with the County.

Mr. Whitaker stated on Crowndale, the trucks roll up on the curb and cause ruts. He inquired if this is PRRMA's responsibility or the HOA's. Mr. Serchak stated it is an alternation of the landscaping and would be a HOA expense.

Mr. Whitaker stated June Waldbauer has been administering the PRRMA Web Site and she will be retiring and need a replacement. Mr. Maltese stated he might have someone in his subdivision who he could ask if interested.

Mr. Whitaker stated they have a street sign that the blade is loose. Mr. Kljun stated he has looked at the sign and a screw has come out and he has someone coming out to replace the screw. Mr. Whitaker stated they are in the final phase of the standardized mailbox completion.

Mr. Kljun inquired if there will be street sweeping this year. He stated the cost is \$1,600-\$1,700. Mr. Maltese stated this should be just happening consistently. Mr. Serchak stated PRRMA authorizes this every year, spring and fall. He stated he will schedule this project.

Mr. Hetherington stated where Summit Parkway comes into Glengarry there are drivers doing u-turns and speeding. Mr. Maltese stated there are signs. Mr. Kljun stated this has been addressed in the past and the road planners stated this is what we have. Mr. Maltese stated his recommendation is to contact the Canton Police Department. Mr. Maltese stated he believes PRRMA should reach out to the Pinewood Subdivision Association and discuss the complaints and resolution. Mr. Maltese stated he will contact Pinewood.

- g. Next Meeting Date
The next meeting date is Tuesday, June 12, 2018 at 5:30 pm.

IV. Adjournment

Motion by Maltese, supported by Hetherington to adjourn at 7:15 pm. Motion carried by all members present.

Email Vote May 25, 2018

Motion by Maltese, supported by Hohenberger to hire Davey Tree Service to remove 19 Spruces on Summit Parkway and Glengarry Boulevard and 2 Maples on the Fairway Pines entrance as soon as possible. Motion carried unanimously.