



PHEASANT RUN ROAD MAINTENANCE ASSOCIATION, INC.

Canton Administration Building

January 14, 2025

Zoom Meeting

6:00 p.m.

Members Present: Greg Hohenberger, Canton Township, Robert Aitken, Fairway Pines, Kevin Whitaker, Pheasant View, Carl Yoder, Fairways

Members Absent: None

Others Present: Mike Sheppard, Manager, Deborah Dooley, Secretary, Charles Larocque, Canton Township

I. Call to Order

Mr. Hohenberger called the meeting to order at 6:01 pm.

- a. Approval of Agenda
Motion by Yoder, supported by Aitken, to approve the agenda as presented.
Motion carried unanimously.
- b. Approval of December 10, 2024 PRRMA minutes.
Motion by Whitaker, supported by Yoder to approve December 10, 2024 PRRMA Minutes as presented. Motion carried unanimously.

II. Financial Activity Review

- a. 2025 Budget
Mr. Sheppard stated he added a column for spent and received.
- b. Cash Flow Analysis
Mr. Sheppard stated the bank balance is \$571,000 with the revenue followed by expenses. He stated at this time we do not have a timeline from Spalding DeDecker. He stated we will not be able to complete any roads during Liberty Fest. Work will follow in August and September. Mr. Sheppard stated we will be close on funds in September, and at this time the projection for reserve at the end of 2025 will be \$106,000.

Mr. Aitken inquired when the invoices will be sent out to all the associations. Mr. Sheppard stated they will not be sent out in January. He anticipates he

will send them out in mid-February for the first quarter dues. He will expect those due in March. He stated he will not be enforcing late fees.

Mr. Whitaker inquired if the statements will be published on the website. Mr. Sheppard stated yes, the statements, a list of projects from Spalding DeDecker, the budget and minutes will all appear on the website. Mr. Hohenberger stated he anticipates good traffic when we get up and running on the website. Mr. Whitaker stated in the past PRRMA posted updates on road construction from Nagle. He stated this made it easier to alert homeowners of construction sites within the subdivision.

Mr. Sheppard stated we have the workers' compensation finalized. This was possible once the auditors we finalized. He stated we are having some issues with IRS on the amount due. The IRS applied our check to another organization. This issue has been resolved.

Mr. Sheppard stated Spalding DeDecker plans to submit two bid packs out for work. He will update the PRRMA Board at the next meeting.

Mr. Yoder inquired if Spalding DeDecker knows if we will be able to complete all the work projected for this year. Mr. Sheppard will discuss this with Spalding DeDecker. Mr. Hohenberger stated that it will be a question for the contractors assigned to the specific projects.

III. Old Business

a.

IV. New Business

a. Bids

It will be discussed at the next meeting if we have this information from Spalding DeDecker.

Mr. Whitaker inquired what the assessment will be for the increase. He stated his HOA is requesting \$600 at the current time and will go to \$625-\$630 to accommodate the increase. Mr. Yoder stated his HOA charges \$720, and Mr. Aitken stated his is \$715. Mr. Whitaker inquired what source of funding could be used to accommodate this large roadway project. Mr. Hohenberger stated a special assessment could be used to generate funds. Mr. Whitaker inquired if Mr. Hohenberger could ask for assistance from the Township Board. Mr. Hohenberger stated he could do that; however, the Township has a lot of road and parking lot issues as well.

Mr. Aitken inquired if crack sealing is on the 2025 budget to assist in keeping the roads maintained. Mr. Sheppard stated we could eliminate a project. We would be stretching ourselves pretty thin. He stated the budget is just a roadmap where we want to accomplish goals. Mr. Hohenberger stated we can

wait until the bids come in and if low, we can add crack sealing, if high, we can eliminate certain projects. Mr. Laroque stated if the road is only 2-3 years old, cracking sealing would benefit, however if older than that there would be no benefit in crack sealing.

Mr. Yoder stated Summit Parkway is a mess and needs to be done this year. Mr. Whitaker stated his HOA suggested putting up a toll gate and charging to use Summit Parkway. Mr. Aitken stated we joke about this, but some states have pay by license plate. They have an optical reading to charge a fee.

- b. Next Meeting Date
The next meeting date is Tuesday, February 11, 2025.

V. Adjournment

Motion by Yoder, supported by Whitaker, to adjourn the meeting at 6:23 pm. Motion carried unanimously.

Future Agenda Items:

Tree Trimming