



PHEASANT RUN ROAD MAINTENANCE ASSOCIATION, INC.

Canton Administration Building

May 14, 2024

Zoom Meeting

6:00 p.m.

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

Members Absent: Charles Larocque, Canton Township

Others Present: Deborah Dooley, Secretary

Others Absent: Tim Kljun, PRRMA Manager

I. Call to Order

Mr. Hohenberger called the meeting to order at 6:07 pm.

- a. Approval of Agenda
Motion by Yoder, supported by Whitaker, to approve the agenda as presented.
Motion carried by all members present.

- b. Approval of Minutes
 1. April 9, 2024 PRRMA minutes.
Motion by Yoder, supported by Anderson, to approve the April 9, 2024 PRRMA Minutes as presented. Motion carried by all members present.

II. Financial Activity Review

- a. Current Reports
Mr. Kljun absent

- b. Cash Flow Analysis
Mr. Kljun absent.

Mr. Hohenberger stated he spoke with Mr. Kljun, and he indicated PRRMA is in good financial shape and will be able to pay for all items projected in 2024.

Mr. Yoder inquired how much does PRRMA owe the contractor at this time for the amount of work done thus far. Mr. Hohenberger stated that would be a

Mr. Kljun question. Mr. Yoder stated the contractor did not complete all the roads colored brown in the PASER rating. Mr. Hohenberger stated they are not done with road repair. Mr. Yoder stated he went back and read the report and it indicated the total cost for roads indicated in brown, the total cost was over \$800,000. Mr. Hohenberger stated we have projected over \$300,000 to be spent this year on roads.

Mr. Yoder stated with revenue coming in this year. will additional money be spent on roads this year. All agreed to finance additional work in 2024.

III. Old Business

- a. Electrical Update on Fairway Pines Monument
Mr. Kljun would be able to answer this question.

- b. Update on Summit Parkway Streetlights
Mr. Hohenberger stated he is waiting for Canton Township's DPW Department to do this project. He stated the Township Supervisor will assist in getting this completed. Mr. Whitaker stated already PRRMA has spent over \$10,000 on this project and we still do not know where the break is in the line. Mr. Hohenberger stated PRRMA has not spent any money on this, this has been all Township money. He stated there are expenses that PRRMA will pay on behalf of the Township and the Township will reimburse PRRMA. He stated any invoices that PRRMA pays will be reimbursed by Canton Township. He stated they will run a new line too streetlights.

- c. PRRMA Management
Mr. Hohenberger stated responses were due on the 3rd. He stated he received a response from two individuals, Jim Hagerty and Mike Sheppard. He emailed out the application and resume to all Board members. He stated he sent out a list of qualifications for this position. Each applicant responded to each requirement. Each applicant submitted a monthly salary per month. Mr. Hohenberger stated Mr. Sheppard requires a flat rate of \$1,500 per month, and Mr. Hagerty requires \$1,100 per month plus extras. He stated a very similar cost for Mr. Kljun.

Mr. Hohenberger stated Mr. Sheppard is willing to take on the PRRMA website, where Mr. Hagerty is not, and would have to hire an outside company. He stated the Board has met Mr. Hagerty, who has attended some meetings. He stated Mr. Sheppard works for the Township in the Finance Department.

Board members asked questions regarding Mr. Sheppard. Mr. Hohenberger stated he has a great working relationship with Mr. Sheppard, he knows the financials with PRRMA. He stated he is proactive and works with grants.

It was decided by the Board to meet with Mr. Sheppard within a week to interview. Mr. Hohenberger will set up an interview.

d. Interior Sidewalk Repair Areas

Mr. Whitaker stated he did a walk through his entire subdivision in Pheasant View. He distributed his findings to his HOA for their review. He stated he should have their review next week. Mr. Whitaker stated he was very impressed with the work completed in 2022. He stated all that work is still in good condition.

Mr. Yoder stated his subdivision had quite a bit of work done in 2022 as well. He stated there are no major trip hazards for crumbling at this time. Mr. Hohenberger stated if less concrete work is required in 2024, that is additional money we can shift to asphalt work. Mr. Anderson stated the curbs are crumbling and cracked in his subdivision. He stated he has not started walking the sidewalks. Mr. Hohenberger stated age and salt contribute to this breakdown.

Mr. Yoder stated the work they did on 351 Country Club Court is beautiful. He stated the lawn needs to be repaired. Who is responsible for the lawn? Mr. Hohenberger stated just have Oakly repair the lawn. He stated to continue sending in the interior sidewalk issues and we will use the same contractor (extending the same unit pricing) the Township uses.

IV. New Business

a. Update on Roadway Repair Dates

Mr. Hohenberger stated they have been in and out and will continue to do additional work this fall.

b. Next Meeting Date

The next meeting date will be Tuesday, June 11, 2024 at 6:00 pm.

Mr. Yoder stated he has not seen any pothole patching done. Mr. Whitaker stated Summit Parkway also has several potholes. Mr. Hohenberger stated he will contact Mr. Kljun to schedule.

Mr. Hohenberger stated the Huntington Bank fraud check update is that we are unlikely to recover the funds.

V. Adjournment

Motion by Yoder, supported by Anderson to adjourn the meeting at 6:42 pm. Motion carried by all members present.

Future Agenda Items:

Tree Trimming

May 20, 2024

Motion by Yoder, supported by Whitaker to offer Mike Shepard to the position of PRRMA Manager at the rate specified to begin as soon as possible with an annual contract that automatically renews and with a mutual 90 day opt out clause. Motion carried by all members present. Motion carried by all members present.