PHEASANT RUN ROAD MAINTENANCE ASSOCIATION, INC.
BOARD OF DIRECTORS
MEETING SUMMARY
January 13, 2015
5:45 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, January 13, 2015.

Members Present: Debbie Bilbrey-Honsowetz, Canton Township, Larry Siedell, Fairway Pines, Bill Serchak, Canton Township, Manoj Desai (arrived 6:14), Fairways, Mark Waldbauer (arrived at 6:02 pm), Pheasant View

Members Absent: Omar Alomary, Pheasant View

Others: Tim Kljun, Roadway Manager, Deborah Dooley, Secretary, Hadyn Notestine, Fairway Pines, Jake Ensley, Spalding DeDecker

I. Call to Order

Mrs. Bilbrey-Honsowetz called the meeting to order at 5:47 pm.

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

b. Approval of Minutes for December 8, 2014.
Motion by Serchak supported by Notestine to approve the December 8, 2014 as presented. Motion carried by all members present.

Mr. Notestine inquired about the reserve amount in the previous minutes. Mr. Serchak and Mr. Kljun explained that the reserve became large and it was the decision of the Board to begin using the reserve for road repairs as needed and begin to deplete the reserve.

II. Financial Activity Review

a. Current Reports

Mr. Kljun distributed 2014 financial documents. Included were the last documents for the fiscal year August through December 2014. He stated this will transition PRRMA into the calendar year fiscal year January 1st through December 31st. There were no questions in regards to these documents.

Mr. Kljun stated the balance sheet closed out the reserve at $354,593. He stated the 2015 balance sheet indicates the road repair reserve is at $249,593.37 and expected to increase when Canton pays their dues in January. There were no questions in regards to this document.

b. Cash Flow Analysis

Mr. Kljun stated the cash flow for 2015 for roadway repairs, sign repairs and sidewalk repairs the projected plan is to spend $301,000. He stated if PRRMA adheres to the projected plan for spending $301,000 the year end reserve will be $339,000. Mr. Kljun stated this cash flow analysis will be updated as new projects are approved. Mr. Siedell inquired if the $301,000 includes the 2014 sidewalk repairs that were not completed in 2014. Mr. Kljun stated yes those repairs are included. There were no other questions regarding the cash flow analysis.

III. New Business

a. 2015 Road Repair Project

Mr. Jake Ensley, SDA, stated last year the road repairs were not done due to the roads being in better shape than expected. He stated he is happy to say there are no roads rated in the poor category on the PASER Rating. He stated all roads are rated at a 40 or above. He stated at that rating of 40, mill and capping is the best option.

Mr. Ensley stated there are a few significant size areas on Summit Parkway in the 40-50 range that PRRMA could still consider mill and capping. He stated there are a couple of areas in Fairways and Fairway Pines that could use mill and capping as well.

Mr. Ensley distributed colored coded maps to assist in viewing the areas in orange and brown that are considered fair but in the 40-50 range. Mr. Ensley indicated Mornington Road, Innsbrook Drive, Fountain View, Glengarry exiting onto Beck Road are areas rated in the 40's. Mr. Serchak stated there are two entrances on Cherry Hill that will be part of the Cherry Hill road widening project. He stated the County is out for bid at this time.

Mr. Ensley stated he suggest focusing on the lowest rated areas first. He stated there are a couple of spots in Fairways, Fairway Pines and on Summit Parkway and Glengarry.

Mr. Kljun inquired if PRRMA could get an estimate on all the orange rated roads and an alternate on all the brown rated roads. He inquired since some of these areas are small sections will PRRMA pay more for mobilization. Mr. Ensley stated he does not think mobilization will be an issue. Mr. Ensley stated he likes to see longer stretches paved for better looking roads. Mr. Kljun stated if we have a quote on these areas it will assist in PRRMA making better decisions to expand or contract the plan.

Mr. Waldbauer inquired if there is research on longer stretches for better wear. Mr. Ensley stated less joints are better. Mr. Serchak stated the sidewalks will be included in the estimate. Mr. Ensley stated this will include one contractor as in the past. Mr. Kljun stated this method of color coding is well done and very easy

to understand. Mr. Ensley stated he will get one map for each subdivision and one map of the overall areas. Mr. Siedell stated this will assist with longer stretches to gauge for repairs. He stated this will help gauge the wearing of the roads in the future as well. Mr. Waldbauer stated a couple of years ago Spalding DeDecker put the color coded maps on their web site. Mr. Ensley stated that could be done.

Mr. Desai arrived at 6:14 pm.

Mr. Serchak stated this will include curb repairs in certain areas. He requested members check curbs in their subdivision. Mr. Kljun stated the area in concern was on Highlands. Mr. Ensley stated SDA relies on PRRMA to be informed on any curb or residents concerns. Mrs. Bilbrey-Honsowetz stated she would like the members to report any concerns to her in a couple of weeks.

Mrs. Bilbrey-Honsowetz stated she feels it is best to have repairs done before Liberty Fest, June 18, 19 and 20, 2015. She stated this will allow time to address additional issues. Mr. Serchak stated we will need to have any additional miscellaneous items before end of February. He stated we could then have a package by end of March that shows where the various curb repairs and sidewalks with the condition that this work occurs in May before Memorial Day on May 25th. Mr. Ensley stated coordinating the sidewalk and paving may not happen at the same time. Mr. Serchak stated worse case scenario some or most of sidewalks after Liberty Fest. Mr. Serchak stated we can check with Nagle and see if they will hold their prices from two years ago. Mr. Ensley stated he could have an estimate for PRRMA within the next week or two.

Members discussed that Nagle complete restoration on lawns and sprinklers promptly.

Mrs. Bilbrey-Honsowetz stated by the February meeting we will know the scope of the project and select a contractor. She stated any curb issues that is known can be rolled in as well. She stated PRRMA can then bid and receiving pricing by the end of February or early March depending on weather permitting. Mr. Serchak stated PRRMA has a little flexibility because asphalt plants do not open until mid April. Mr. Serchak stated he will check on Nagle holding prices. Mr. Ensley stated he is assuming if there are any ADA upgrades included and bump up pricing slightly.

Mr. Notestine stated it is Mr. Ensley's recommendation for mill and replace only. He inquired about crack sealing and pot hole patching. Mr. Ensley stated that would be a question for the Board to answer. He stated SDA does recommend crack sealing as it does prolong the roads and prevent further cracking. Mr. Serchak stated if crack sealing has not been done in a couple of years it should probably be done this year. Mr. Ensley stated SDA can give an estimate based on

condition of roads. Mrs. Bilbrey-Honsowetz stated SDA can place as an option on the scope of work.

Mr. Siedell inquired if it would be beneficial to do as much paving as possible to keep the roads consistent at a 57 rating. Mr. Ensley stated a mix of fixes is beneficial. He stated he does not feel that PRRMA's roads are in terrible shape. He stated you can always leave the ones in poor condition as it will not cost any more in future years to pave. There are areas that crack sealing would be worth the money. Mr. Ensley stated he will drive the entire area and look for extreme pot holes and mark as an isolated repair. Mr. Serchak stated if the contractor could bid those isolated areas as options. He stated these areas in April after the winter may be worse.

Mr. Desai stated Mornington Road was done last year and there is a lot of water standing on the south side. Mr. Serchak stated he will take a look at it. Mr. Ensley stated it could be an issue with the curb.

Mrs. Bilbrey-Honsowetz stated to recap the discussion PRRMA would like Spalding DeDecker to scope out the orange road areas on the map; give the brown areas as an option; cut and patch as an option; any alternates and miscellaneous curb areas outside the orange and brown areas. She stated prior to the meeting in February, Mr. Serchak will check with Nagle on pricing. She stated at the next meeting PRRMA will discuss the scope of the project, how much PRRMA will spend and how PRRMA will select a contractor. She stated this will allow PRRMA to have the project substantially complete by May 22, 2015.

Mrs. Bilbrey-Honsowetz left the meeting at 6:47 pm.

IV. Unfinished Business

a. Sign Replacement Update

Mr. Kljun stated it is projected to complete the same volume of signs replacements as last year, including 40 signs. He stated he has a current list from Fairway Pines. He stated he will look at the history of what he has and see if it will give him additional information. Mr. Kljun stated there are 5 remaining light poles. He stated it can be decided upon to increase volume at any time. He stated it takes 6 weeks for ordering sign blades. Mr. Kljun stated he would need the priority wish list for Pheasant View and Fairways. Mr. Kljun state4d he will send updates completed to each member.

Mr. Kljun stated the sign inventory is depleted at this time. There are extra sign blades that were ordered extra. There is $970.00 in sign inventory.

b. Monuments

Mr. Kljun stated the Fairway Pines guard house will have the roof washed and sealed in April 2015. He stated none of the s tone monuments need repairs. Any monuments in the future will be repaired as needed.

Mr. Serchak stated he will speak to Mr. Ensley to avoid the Cherry Hill Road entrances due to widening project. He stated he will send members the details of the Cherry Hill Road project entrances.

Mr. Desai had safety questions regarding schools. Mr. Serchak stated he will contact Public Safety and inform them.

V. Other Business

a. Next Meeting Date
Wednesday, February 11, 2015 at 6:00 pm. Rescheduled for Tuesday, February 3, 2015 at 6:00 pm.

VI. Adjournment

Motion by Siedell, supported by Waldbauer to adjourn at 7:07 pm. Motion carried by all members present.