



PHEASANT RUN ROAD MAINTENANCE ASSOCIATION, INC.

Canton Administration Building

February 12, 2025

Zoom Meeting

6:00 p.m.

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

Members Absent: Carl Yoder, Fairways

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

I. Call to Order

Motion by Aitken, supported by Whitaker to call the meeting to order at 6:07 pm.

Motion carried by all members present.

a. Approval of Agenda

Motion by Aitken, supported by Whitaker, to approve the agenda as presented. Motion carried by all members present.

b. Approval of January 14, 2025 PRRMA minutes.

Motion by Aitken, supported by Whitaker to approve January 14, 2025 PRRMA Minutes as presented. Motion carried by all members present.

Mr. Hohenberger arrived at 6:08 pm.

II. Financial Activity Review

a. 2025 Budget

Mr. Sheppard stated not much going on in January. Bills paid for December 2024 and cashed in January 2025 will be considered as January expenses.

Mr. Sheppard stated he and Mr. Hohenberger spoke with Spalding DeDecker and the survey work has been completed. He stated the work on the bid documents will begin. He stated there will be additional specifications to design the bid documents. Mr. Larocque stated the first was just a cost estimate and the second was actual design plan cost estimates.

Mr. Sheppard stated the insurance is the monthly insurance premium. He stated we will get money rebated for workman's compensation.

b. Cash Flow Analysis

Mr. Sheppard stated PRRMA received interest of \$672.22. He stated minus the \$11,950.94 expenses for January, the bank balance ending in January was \$560,527.86.

Mr. Whitaker inquired if PRRMA will stay with Huntington Bank or change financial institutions. Mr. Sheppard stated he has not discussed this option with anyone and believes all is going well. Mr. Whitaker stated he felt that Huntington Bank should have taken some ownership on the fraudulent check clearing. Mr. Aitken stated we might want to give Huntington a call to see if there are additional protections beyond their policies. Mr. Hohenberger stated Mr. Sheppard has made a lot more electronic payments to avoid checks going through the mail. He stated he also believes the Quicken software will also be a benefit to catch fraud.

III. Old Business

a. Bids

Mr. Sheppard, after speaking with Spalding DeDecker, he hopes to have those ready in the next two to three weeks.

IV. New Business

a. Landscape

Mr. Sheppard stated he sent board members the estimate for landscaping from Oakley for 2025. He stated there was discussion on asking for a discount for tying into other work. He inquired if the board would want to go out for other bids. Mr. Whitaker stated his HOA uses Oakley and he as for a 3% discount if his HOA paid for the entire year and was told yes. Mr. Sheppard stated he will reach out to Oakley for a discount. All board members are in favor of asking for the discount.

b. Next Meeting Date

Next meeting date is Tuesday, March 11, 2025 at 6:00 pm.

Mr. Whitaker inquired if Mr. Sheppard is still planning to post financials on the PRRMA Website. Mr. Sheppard stated yes, he is getting the audit firm all that they need, and he hopes to have financials on the web by the end of next week.

Mr. Aitken stated there were two accidents in his subdivision that he let Mr. Sheppard know about. He stated one was a street sign knocked down. Mr. Sheppard stated he contacted the company that did our signs in the past and they were going to come out and look and give us a quote. Mr. Sheppard and Mr. Hohenberger stated they discussed not filing an insurance claim if we can

get the cost under \$2,000-\$3,000. Mr. Aitken stated he has name plates.

Mr. Aitken stated the other issues is the overhead blinking light at Glengarry/Canton Center. Mr. Sheppard stated he drove by last night and they were working. Mr. Aitken stated they were working and not working. Mr. Sheppard stated he might look for a different electrical vendor. He stated this looks like a historical problem where they need more power to fix the problem.

V. Adjournment

Motion by Aitken, supported by Whitaker to adjourn the meeting at 6:25 pm. Motion carried by all members present.

Future Agenda Items:

Tree Trimming