



PHEASANT RUN ROAD MAINTENANCE ASSOCIATION, INC.

Canton Administration Building

March 12, 2024

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: Tim Kljun, Deborah Dooley, Charles Larocque, Canton Township, Jim Hagerty

I. Call to Order

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

a. Approval of Agenda

Motion by Yoder, supported by Whitaker, to approve the agenda as presented. Motion carried unanimously.

b. Approval of Minutes

1. January 9, 2024 PRRMA minutes.

Motion by Whitaker, supported by Yoder, to approve the January 9, 2024 PRRMA Minutes as presented. Motion carried unanimously.

II. Financial Activity Review

a. Current Reports

Mr. Kljun stated the amount proposed for Nagle for roadway repair is \$194,774.00. He stated these amounts include the sidewalk repairs on Beck Road. He stated that no sidewalk repairs from Pheasant View in Canton's evaluation. The evaluation was done by Canton late last year. Mr. Hohenberger stated these are evaluations along Canton Center, and Cherry Hill, it does not include any interior roads. He stated there have been no sidewalks reported from the Pheasant View HOA to repair. He stated Fairway Pines has \$26,629 in repairs and Fairways has \$23,659 in repairs. He stated the engineering cost is \$16,071.

Mr. Kljun stated \$325,000 is projected to be spent in 2024 on repairs. Mr.

Kljun stated that it is projected to have a balance at the end of the year of \$301,068.

Mr. Yoder inquired if the monument at Glengarry and Beck Road is included in the repairs. Mr. Kljun stated no, this was not included. Mr. Yoder stated he would like to include the monument for repairs on the southern side, at the bottom, where the area is starting to crumble. Mr. Kljun stated he will have the contractor take a look at this monument. Mr. Whitaker stated each subdivision was tasked to walk their subdivision and report any repairs that will need to be done this year. Mr. Kljun stated yes, this needs to be done for repairs this year on sidewalks. Mr. Hohenberger stated we need each HOA to pull together the sidewalk list of potential repairs by our next meeting. He stated with Mr. Larocque's assistance to have the Canton Contractor extend the same price Canton receives to PRRMA for internal repairs to be completed. Mr. Hohenberger stated Canton does not go out on any interior roads to survey for repairs. He stated this is done by PRRMA since they are private roads. Mr. Kljun stated he will email the roadway map for repairs out to all members. Mr. Kljun stated he will send an email out to all members as to when the roadway work will begin and in what area first.

Mr. Kljun stated the account receivables sent out and will be updated. Fairways and Canton will owe money. He stated Fairways owes \$1,264.94 for two water bills and the current electric bill. He stated Canton has paid a portion of their cost and still owes \$900 and an electric bill. Mr. Kljun stated an invoice has been sent and will be resent to Fairways and Canton.

Mr. Kljun stated Huntington Bank states PRRMA has \$664,864.74 in our roadway reserve and \$11,158.90 in our checking account.

b. Cash Flow Analysis

III. Old Business

a. Update on Fraudulent Check

Mr. Aitken stated looking at the documents, there seems to be a difference of opinion on when PRRMA informed them of the issue regarding the check. He stated the best solution is to send a demand letter to the bank and decide based upon their response. Mr. Hohenberger stated the Canton Detectives are still working on this case and any prosecution would require restitution. Mr. Aitken stated the bank has rejected our request to refund the money to our account. He stated our agreement with the bank says notification must be made within 30 days.

b. Update on Outlet Repair Fairway Pines Monument

Mr. Kljun stated at this time no action had been taken. He stated now that the weather has improved, we can speak to Van Buren Electric to find out what the problem is. Mr. Hohenberger stated to contact Van Buren Electric and see

what their recommendations are for repairs. Mr. Yoder inquired if there is a plug at Country Club Lane and Cherry Hill. He stated they would like to plug in Christmas lights at that location. Mr. Kljun stated he thought an outlet was installed at every location. Mr. Whitaker stated a plug was placed at all lights. Mr. Yoder stated he would take a look.

- c. Update on 351 Country Club Court Driveway Repair
Mr. Kljun stated this has been given to Spalding DeDecker to investigate and follow-up. He has not heard anything. He stated that this repair is included in the cost of repairs.

- d. Update on Summit Parkway Streetlights
Mr. Hohenberger stated Canton is aware of this issue, they have had multiple contractors out to identify problem. He stated the last contractor indicated that there is likely a break in the line somewhere from the electrical feed from the main box. He stated sometime this month the contractor will be coming out to trench and lay new wire to connect those lights. He has requested a time to begin from the contractor.

Mr. Yoder inquired who is responsible for maintaining the lights on Summit and Beck. Mr. Kljun stated Canton is responsible for maintaining those lights. Mr. Yoder indicated one light is out and he has noticed sometimes those lights are on during the daytime. Mr. Kljun stated they are not supposed to be on during daytime hours. Mr. Kljun stated he will ask Van Buren Electric to make repairs.

- e. Update on Pheasant View Street Signs
Mr. Whitaker stated he feels we can table this issue. He stated the only ones that are really weathered are the signs on Beck.

- f. Update on Sidewalk Repairs on Beck Road Per Township Attorney
Mr. Hohenberger stated those repairs are lined up and ready to go.

- g. PRRMA Management
Mr. Kljun stated he is selling his home and relocating to Erwin, Pennsylvania. He stated in the interim he will continue to work for PRRMA either until his home has sold or PRRMA has a replacement. Mr. Hohenberger wished Mr. Kljun a great full retirement as well as the entire Board.

Mr. Hohenberger stated as a Board we need to decide on how we want to proceed. He stated we can request proposals from individuals and management companies. Any suggestions or individuals interested can be sent to Mr. Hohenberger. Mr. Hohenberger will work with Mr. Kljun to work up the scope of work required. He stated this needs to be done as soon as possible. Mr. Hagerty stated he is interested.

IV. New Business

a. Next Meeting Date

The next meeting date will be Tuesday, April 9, 2024 at 6:00 pm.

V. Adjournment

Motion by Yoder, supported by Aitken, to adjourn the meeting at 6:56 pm. Motion carried unanimously.

Future Agenda Items:

Tree Trimming