

PHEASANT RUN ROAD MAINTENANCE ASSOCIATION, INC.
BOARD OF DIRECTORS
MEETING SUMMARY
July 9, 2019
5:30 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, July 9, 2019.

Members Present: Kevin Whitaker (arrived 5:43 pm), Pheasant View, Joe Maltese, Fairway Pines, Bill Serchak, Canton Township, Chad Hetherington, Fairways

Members Absent: Greg Hohenberger, Canton Township

Others: Tim Kljun, Roadway Manager, Deborah Dooley, Secretary

I. Call to Order

Mr. Bill Serchak called the meeting to order at 5:29 pm.

- a. Approval of Agenda
Motion by Hetherington, supported by Maltese to approve the agenda as amended adding: III. Other Business, d. Insurance Documents and e. Common Sidewalks. Motion carried by all members present.
- b. Approval of Minutes
 1. June 4, 2019
Motion by Maltese, supported by Hetherington to approve the June 4, 2019 PRRMA minutes as presented. Motion carried by all members present.

II. Financial Activity Review

- a. Current Reports
Mr. Kljun distributed the Balance Sheet as of July 9, 2019. He stated the current Huntington checking account has a balance of \$6,138.08, Huntington Money Market (future road repair account) has a balance of \$595,498.73. He stated the current accounts payable is \$4,901.66 includes tree maintenance invoice and insurance invoices.
- b. Cash Flow Analysis
Mr. Kljun stated these was a rebate from Travelers for \$433.00. He stated the interest paid in June for Money Market is \$619.39. He stated total interest to date is \$2,389.93.

Mr. Kljun stated he adjusted the budgeted amount for this roadway project since it was decided to repave all of Merion Drive this year. He stated it was decided that

Summit Parkway and Pheasant View would not be done this year. He stated there are two subdivisions that will be serviced in 2019, Fairway Pines and Fairway. Mr. Maltese inquired if Cypress Court was removed from this year's project. Mr. Serchak stated we will be doing both Cypress Court and Merion Drive this year.

III. Other Business

- a. Update on Roadwork for this year
Mr. Serchak stated at the Pre-Construction meeting held on Friday, June 21, 2019 at 10:00 am it was discussed to televise the Court and have an underground contractor complete that work. He stated Spalding DeDecker will complete all the inspections. He stated the staging area is on the south side corner of Glengarry and Summit Boulevard. He stated they will begin with the Court and then move on to sidewalks. Mr. Serchak stated he has received sidewalk assessments from Fairway Pines and Pheasant View. Mr. Hetherington stated he has asked his Board for help in assessing the sidewalks in Fairways. Mr. Serchak stated he will tell Spalding DeDecker to begin working on the areas already assessed and Fairways is working on identifying the sidewalk issues. Mr. Maltese inquired if it is necessary for Fairways to walk their sidewalks since Spalding DeDecker will be looking also. Mr. Serchak stated he would prefer to have Spalding DeDecker look at the areas identified.

Mr. Serchak stated he is having Spalding DeDecker look at areas of sidewalks that could be lifted, mud jacked. He stated this process is much cheaper and these areas can be excluded from Nagle's contract. He stated then these slabs can be lifted in the fall. Mr. Kljun stated a lot of the slabs that were identified 2 years ago were perfectly good slabs just lifted.

Mr. Maltese inquired why are we doing sidewalks again. Mr. Serchak it is really up to PRRMA to have a routine cycle. He stated two years ago was a big year and we were playing catch up. He stated we can set a 5 year cycle to do a major look at all sidewalks. He stated we can definitely respond to any complaints or safety issues as needed.

Mr. Serchak stated there is no scheduled time to begin. He stated Nagle wanted to begin this week but hasn't and hopes to next week.

Mr. Serchak stated homeowner notification will be communicated with Nagle by him when roadwork begins. He stated he would ask the HOA's to notify their residents. He stated the roads will be a bigger issue and Rob has acknowledged that he dropped the ball on communication in Fairways last year. Mr. Whitaker inquired if sidewalks will be staggered in work. Mr. Serchak stated they just usually start removing and next day start pouring cement. He stated it will be a production line process.

Mr. Maltese stated there seems to be some large pot holes on Summit Parkway. Mr. Serchak stated we can patch those. Mr. Maltese stated some are very large

and need repair. Mr. Serchak stated he can add those for remove and replace. Mr. Kljun stated we still have funds remaining from Winter Roadway Repair. He stated we have only spent \$3,775 out of \$10,000 budgeted. He stated we have \$6,225 remaining. Mr. Serchak stated he will mark the bad section near the golf course and do this area this year.

Mr. Kljun stated the whole entrance off Beck Road and Glengarry is so bad you can see the rebar rods. Mr. Serchak stated he will speak to Spalding DeDecker and if we cannot replace this year we will repair the hole this year. Mr. Hetherington stated he doesn't know if it needs replaced this year or just patched.

Mr. Kljun stated Country Club and Mornington has a collapsed catch basin and inquired if this will be repaired this year. Mr. Serchak stated yes, that is this year's project. Mr. Hetherington stated the patching that Everlast did last year at that basin is all coming apart.

- b. Tree Trimming along Summit Boulevard
Mr. Serchak stated the Links of Pheasant Run has complained about the shrubs and trees creating a sight issue at their entrance on Summit Parkway. He stated he received another complaint at the entrance into the golf course for sight issues. Mr. Maltese stated the dead trees came back at the Guard Shack on Glengarry, however need to be trimmed. Mr. Kljun stated he will have these taken care of by Davey. Mr. Kljun stated he will call Davey and have them assess the areas and trim as needed.
- c. Next Meeting Date
The next PRRMA meeting date is August 20, 2019 at 5:30 pm.
- d. Insurance Documents
Per discussion Mr. Kljun will email PRRMA insurance documents to all Board members to determine if there are any overlaps within the Associations .
- e. Common Sidewalks
Mr. Maltese inquired who is responsible for sidewalks on Cherry Hill and also some on Canton Center around Fairway Pines. Mr. Serchak stated those are Fairway Pines responsibility. Mr. Maltese inquired if he can contact Nagle himself to have these areas repaired. Mr. Serchak stated yes, call Rob and ask him to hold the rates PRRMA is paying. He stated concrete sidewalk work first and then the asphalt streets. He stated no dates for starting as of yet.

IV. Adjournment

Motion by Maltese, supported by Hetherington to adjourn at 6:27 pm. Motion carried by all members present.