



PHEASANT RUN ROAD MAINTENANCE ASSOCIATION, INC.

Canton Administration Building

September 10, 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: Mike Sheppard, Manager, Deborah Dooley, Secretary, Charles Larocque, Canton Township

I. Call to Order

Mr. Hohenberger called the meeting to order at 6:02 pm.

- a. Approval of Agenda
Motion by Yoder, supported by Aitken, to approve the agenda as presented.
Motion carried unanimously.
- b. Approval of Minutes
 1. August 13, 2024 PRRMA minutes.
Motion by Whitaker, supported by Yoder, to approve the August 13, 2024 PRRMA Minutes as presented. Motion carried unanimously.

II. Financial Activity Review

- a. 2024 Budget
Mr. Sheppard stated PRRMA has received all three association dues and Canton for the third quarter, receiving a total of \$304,000. He stated interest so far is \$11,000.

Mr. Sheppard stated Nagle finished the road repairs, Canton finished the Summit Lights repairs, and they are beginning to complete the roadway striping. He stated we are hoping for a meeting with Spalding DeDecker in October. He stated we can begin to talk about the 2025 road repairs after the PASER rating.

Mr. Sheppard stated Reliable removed some tree stumps in the Summit

Parkway along with an irrigation system. He stated the sidewalk repairs on Cherry Hill will be completed next.

Mr. Whitaker inquired when exactly are the dues due for each quarter. Mr. Sheppard stated he would like them paid before the end of the quarter.

Mr. Whitaker inquired if any sidewalk repairs will be done this year. Mr. Laroque stated the miscellaneous sidewalks fund is low and any not done this year will be moved to 2025. Mr. Whitaker stated this is the sidewalks deemed in need of repair by Spalding DeDecker including the curbs. Mr. Hohenberger stated probably next spring would be his best guess for those sidewalk repairs. He stated at this time we do not have Spalding DeDecker's evaluation and will not get those till our meeting with them in October. Mr. Aitken inquired if they would mark those areas or keep them on an electronic map. Mr. Hohenberger stated typically those have been electronically, however they have not included the individual sidewalks in the past. He stated we can discuss this process with Spalding DeDecker at the October meeting. Mr. Yoder stated he thinks they mark when they are ready to do the sidewalk repairs.

b. Cash Flow Analysis

Mr. Sheppard stated dues have been collected for quarters 1, 2 & 3 and interest for each month stated on the revenue side. He stated the budget for 2025 could be completed by the end of November.

Mr. Aitken inquired that the contingency for crack sealing of \$3,500 is used each year. Mr. Hohenberger stated we can ask Spalding DeDecker to recommend those areas to crack seal in their report. Mr. Hohenberger stated the irrigation repairs were done on Summit Parkway. He stated this irrigation system has not been operational for a few years. He stated he wanted it operational before the new trees were planted.

III. Old Business

a. Spalding DeDecker Update on Assessment, Roadway, Sidewalks and Curbs
Mr. Hohenberger stated he hopes this will happen at the October meeting.

b. Update on Golf Cart Crossings
Mr. Hohenberger stated he gave the go ahead to the contractor. He stated the Township had them do the striping of the Summit parking lot. He said the golf cart crossing will be marked with the next week. Mr. Whitaker inquired how long the roads will be shut down for striping. Mr. Hohenberger stated it only takes 10-15 minutes to dry.

IV. New Business

a. Next Meeting Date
The next meeting will be October 8, 2024 in person in the lower level of

Township Hall, with Spalding DeDecker to review concrete and asphalt recommendations. He stated this will assist PRRMA in setting the 2025 Budget.

Mr. Aitken inquired if Mr. Sheppard is comfortable with his position as the PRRMA Manager. Mr. Sheppard stated he will feel more comfortable when he gets the audit back. He stated when he gets this information back, he will be more comfortable knowing what the auditor needs in future years.

Mr. Sheppard stated he spoke with Mrs. Waldbauer about the website. He will meet with Mrs. Waldbauer for a couple of hours to update the site. He stated when he updates, he can update where all the golf cart crossings are to alert residents of the possible road closures for striping.

Mr. Whitaker inquired if someone must negotiate the snow removal contract for Summit Parkway. Mr. Hohenberger stated no, the Township does the snow removal on Summit Parkway. Mr. Aitken inquired if each association takes care of Glengarry that it encompasses. Mr. Hohenberger stated yes, that is their responsibility. He stated if each association wants to work together with one snow removal contractor that makes sense. Mr. Whitaker stated all the subs work with one landscaper now, but not the case with a snow removal contractor.

V. Adjournment

Motion by Yoder, supported by Aitken to adjourn the meeting at 6:27 pm. Motion carried unanimously.

Future Agenda Items:

Tree Trimming