



PHEASANT RUN ROAD MAINTENANCE ASSOCIATION, INC.

Canton Administration Building

Zoom Meeting

January 7, 2021

6:00 p.m.

Members Present: Bill Serchak, Canton Township, Greg Hohenberger, Canton Township, Gelita Maxwell, Fairway Pines, Don Watson, Pheasant View, Chad Hetherington, Fairways

Members Absent: None

Others Present: Tim Kljun, Deborah Dooley

I. Call to Order

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

a. Approval of Agenda

Motion by Hohenberger, supported by Maxwell to approve the agenda as amended, adding IV. New Business as b. Golf Cart Crossings and moving b Next Meeting Date to c. Motion carried unanimously.

b. Approval of Minutes

1. July 1, 2020 PRRMA Minutes
2. October 1, 2020 PRRMA Minutes
3. December 3, 2020 PRRMA Minutes

Motion by Watson, supported by Hohenberger to approve the July 1, 2020, October 1, 2020, and December 3, 2020 PRRMA Minutes as presented. Motion carried unanimously.

II. Financial Activity Review

a. Current Reports

Mr. Kljun stated the Balance Sheet is as of December 31, 2020. He stated the checking account is \$6,453.06, Roadway Reserve is \$161,605.47 for a total of

\$168,058.53.

Mr. Kljun stated the income and expense indicates dues paid is \$318,112. He stated PRRMA received a refund of \$380 from workman's comp. He stated an insurance claim paid to PRRMA of \$10,307.50. He stated \$2,505 was interest to the reserve account. Mr. Kljun stated revenue in 2020 was a total of \$330,925.22.

Mr. Kljun stated the expenses incurred were \$457,240.16. He stated the budget was \$456,004.10. He stated this is a .3% overrun in excess of \$1,236.06.

b. Cash Flow Analysis

Mr. Kljun stated in 2020 PRRMA began the year with \$294,315 and ended with \$161,505. He stated this was a reduction in the reserve of \$130,365. He stated he feels PRRMA is in good shape.

Mr. Kljun stated the interest rate on the reserve account has decreased significantly beginning in the middle of the year. He stated he expects no greater than \$500 in 2021 in interest income.

Mr. Kljun stated the projection for 2021 is as follows:

Begin	\$163,946
End	\$184,052

Mr. Kljun stated the projection for 2021 is contingent upon a couple of issues; projects and costs. He stated the total projected cost for 2021 is \$275,111.

Roadway Repair	\$150,000
Roadway Crack Sealing	\$ 17,356
Winter Road Repairs	\$ 14,755
Roadway Engineering	\$ 20,000
Roadway Striping Golfcart Crossings	\$ 6,500
Electrical Pheasant View Fixtures	\$ 1,500
Sidewalk Assessment	\$ 25,000
Proposed Sidewalk Repairs	<u>\$, 40,000</u>
Total	\$275,111

Mr. Kljun stated he needs input from all Board members if there is any additions or deletions for capital planning. He stated the projections can change.

Mrs. Maxwell stated she would like to discuss the electrical discussed for all

subdivision entrances. She stated Fairway Pines needs electrical replacements at their entrances. Mr. Serchak stated he would like to invite Spalding DeDecker to PRRMA's February meeting to discuss roads/PASER rating and sidewalks.

Mr. Kljun stated he will need to get quotes for electrical replacements at all three subdivisions monuments. He asked the Board to get him the scope of issues involved for each subdivision. He stated he will create a spreadsheet for all work to be quoted. Mr. Hetherington stated some of Fairways lights are working intermittently.

Mr. Kljun stated he would like to discuss Pheasant View roads. He stated the June 2020 Spalding DeDecker assessment was primarily yellow with a PASER rating of 56-65. He stated this includes most of the roads, with the exception of Southwick, which as recently been milled and resurfaced. He stated all the roads in yellow are in jeopardy. He stated the roadway indicated in yellow is approximately 225,214 square feet. He stated the target cost is \$450,428 to mill and resurface these roads. Mr. Kljun stated Pheasant View roadways are the 2nd oldest roads in PRRMA and very little road repairs have been done in the past.

III. Old Business

a. Spalding DeDecker Sidewalk Proposal

Mr. Serchak stated we will discuss the sidewalk update at the February meeting.

b. 2021 Budget Discussion

Mr. Kljun stated on or about January 20, 2021 the first quarter dues invoices will be mailed to the associations. He stated the due date is February 28, 2021. He stated he will email and USPS mail the invoices.

Ongoing budget discussions will be included in the next agenda.

IV. New Business

b. Electrical and Lighting Upgrades to Monument Entrances

Mr. Kljun will get quotes upon determining the scope of work needed.

c. Golfcart Crossings

Mr. Serchak stated Canton will have a three-year plan to replace the golf cart paths. He stated there will be areas that intersect with PRRMA areas. He stated this will happen in late 2021 with an October target.

d. Next Meeting Date

The next meeting date will be Thursday, February, 18, 2021 at 6:00 pm
Zoom.

V. Adjournment

Motion by Hohenberger, supported by Watson to adjourn the meeting at 6:36 pm.

Motion carried unanimously.

Future Agenda Items:

Tree Trimming