



**PHEASANT RUN ROAD MAINTENANCE ASSOCIATION, INC.**

Canton Administration Building

Zoom Meeting

**February 18, 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 6:03 pm.

a. Approval of Agenda

Motion by Maxwell, supported by Hohenberger to approve the agenda as presented. Motion carried unanimously.

b. Approval of Minutes

1. January 7, 2021 PRRMA Minutes

Motion by Hohenberger, supported by Watson to approve the January 7, 2021 PRRMA Minutes as presented. Motion carried unanimously.

II. Financial Activity Review

a. Current Reports

Mr. Kljun stated the Balance Sheet is as of February 18, 2021 is as follows:

Checking	\$ 7,013.03
Accounts Receivable	\$110,975.00 (1 <sup>st</sup> qtr. Dues from Canton & Pheasant View)
Money Market	\$200,633.67
Total Assets	\$318,651.90

b. Cash Flow Analysis

Mr. Kljun stated as of end of January the Roadway Reserve account was at \$188,047. He stated this will increase due to the two 1<sup>st</sup> Quarter Dues received by Canton and Pheasant View. He stated he also expects dues from Fairway Pines and Fairways. He stated by the end of 2021 the reserve will be proposed at \$180,089.

Mr. Kljun stated the items proposed for 2021 are as follows:

- Roadway Repair
- Crack sealing
- Winter Roadway repair contingency
- Projected Roadway repair engineering
- Golf Cart Crossings/stripping
- Replace lighting fixtures in Pheasant View
- Lighting Receptacle Replacement in Fairway Pines

Mr. Kljun stated he sent Mrs. Maxwell an email today identifying location of the lighting Receptacle Replacements and the Canton Center/Glengarry Boulevard entrance. Mrs. Maxwell confirmed that she received this email. Mrs. Maxwell inquired if Mr. Kljun had reviewed placing one at the Cherry Hill Entrance. Mr. Kljun stated he has nothing indicating this needed repair; however, he can have it looked at. Mrs. Maxwell stated she does not think it is a repair, and wondered if there is any electrical at that location. Mr. Kljun stated yes, there should be lighting for all the entrances. He stated this lighting at that location is only for the monuments. He stated there is electrical at the left, middle and right sides. Mr. Kljun stated he will send Mrs. Maxwell a copy of the drawing showing the electrical at that location. Mr. Kljun stated he can add receptacles at the Cherry Hill/Highland entrance.

Mr. Kljun stated there is also projected tree trimming and sidewalk repairs at \$40,000. He stated \$150,000 is also projected for roadway repairs. He stated all the proposed above work is scheduled to occur prior to September, 2021. Mr. Kljun stated there can be changes, additions or deletions to this proposed list.

Mr. Serchak stated even with the proposed \$150,000 for roads and \$40,000 for sidewalks, and other items, it will still give PRRMA a balance reserve of approximately \$180,000.

### III. Old Business

- a. Spalding DeDecker Sidewalk Proposal, Roads, PASER.  
Mr. Serchak stated Spalding DeDecker has not completed the sidewalk assessments. He stated he would like to meet with Nagle and Spalding DeDecker to discuss the work for 2021. He would like to meet possible during the day and inquired if anyone is available to meet. It was decided that Mr. Serchak, Mr. Kljun and Mrs. Maxwell will meet with Nagle and Spalding DeDecker and have Spalding DeDecker prepare a scope of work to be done. He will let the group know when this zoom meeting will take place.
- b. Quotes for Electrical on Monument Entrances discussion.  
Mr. Hetherington inquired if all of the HOA's were to present lighting issues for a proposed estimate. Mr. Kljun stated all he was aware of was the Fairway Pines modification at the entrance of Glengarry and the Pheasant View modification at Beck Road entrances fixture replacements. Mr. Kljun stated he has checked the electrical at Fairways and it was found to be operating at 100%. Mr. Hetherington stated he is hearing that the photocells are shutting off randomly. Mr. Kljun stated that is the result of either a bad bulb or ballast. He stated he checked everything personally and it has been to be operational. He stated to inform him specifically which lights and he will check this area again. He stated the electrical contractor stated he has made all the necessary repairs that has been requested. Mr. Kljun stated the bulb at the south entrance has been replaced, as well as the south monument. Mr. Serchak stated we will leave this item on the agenda as needed. Mr. Hetherington stated he will get feedback from residents and get back with Mr. Kljun.

Mr. Watson inquired about the \$25,000 proposed for tree trimming. He stated he does not remember the Board discussing this. Mr. Kljun stated there was a question at the end of 2020 regarding trimming trees for sight distance. He stated he allocated money but PRRMA has not discussed. Mr. Serchak stated he can have Canton employees go out and trim trees where Nagle will be working this year. Mr. Kljun stated if we are talking about tree trimming along the mediums and entryways there seems to be a clarification necessary since the HOA's have been allocated the responsibility to maintain their own areas. He stated this is conflict with PRRMA paying for tree trimming. He stated Canton contribute to maintenance. He stated a discussion is needed. He stated he will send out copies of the policy for review and discussion.

- c. Golf Cart Crossing Discussion, Fairway Pines.  
Mr. Serchak stated he would propose that PRRMA share some of the cost for the crossings. He stated they will be realigned and more pedestrian friendly. He stated there are 6 crossings in the PRRMA area. He stated in some cases there is dual use. He stated he will get cost from the contractor. Mr. Serchak stated he will have Erica (Canton Engineering) set in at the next PRRMA meeting and go

over these costs. He stated the sketches are crude, but there are notes. Mrs. Maxwell inquired what the proposed \$6,500 for golf cart crossings included. Mr. Kljun stated that was for striping. Mr. Serchak stated he is talking about the concrete, alignment and construction of the cart/pedestrian crossings. Mr. Serchak stated some of the crossings are not up to ADA standards and provide smoother transition from concrete and asphalt. Mr. Serchak stated he would like the Board to review the sketches. Mr. Kljun stated traffic control signs will have to be moved and are PRRMA's responsibility.

Mr. Watson inquired if PRRMA has paid for this in the past or is this something new PRRMA is asking to pay. Mr. Serchak stated he is asking PRRMA to contribute some of the sidewalk monies that PRRMA has set aside. He stated the Board can reject this request if they desire. Mrs. Maxwell stated her Board pushed back on the \$6,500 for the striping of the golf cart crossings. She stated she may get additional push back for new concrete. Mr. Serchak stated this realignment is for pedestrian crosswalks. Mr. Watson stated he is not in favor of even paying for the striping. He stated he believes the sidewalks are a more pressing need. He stated there are trip hazards everywhere in his subdivision. Mr. Kljun stated he suggest to Mr. Watson to read page 9-10 of the Roadway Reciprocal Easement agreement, PRRMA is responsible for striping in the roadway. Mr. Serchak stated the sidewalk themselves are within the PRRMA area of responsibility and should be paid for in part by PRRMA. He stated he will get a cost for sidewalks and bring back to the next meeting.

d. Curbs Discussion, Fairway Pines.

Mrs. Maxwell had a resident inquire due to having his driveway replaced and had to pay for the curb area to be replaced. She stated that it was discussed that if the curb in a road area that is being replaced, the curb will also be replaced. She stated there are areas that are not within the roadway that will be replaced and need replacing as well. Mr. Serchak stated we have done curb replacements outside of the roadway repairs. He stated there is a great contractor that is able to get the concrete out of the asphalt and pour concrete to construct a new curb. He stated usually you have to pull out a few inches of asphalt. He stated this cost would come out of the proposed \$150,000 of roadway repairs. Mrs. Maxwell stated she will get addresses and pictures and forward to engineering.

#### IV. New Business

a. Next Meeting Date

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

V. Adjournment

Motion by Hohenberger, supported by Maxwell to adjourn the meeting at 6:44 pm.

Motion carried unanimously.

Future Agenda Items:

Tree Trimming