

PHEASANT RUN ROAD MAINTENANCE ASSOCIATION, INC.
BOARD OF DIRECTORS
MEETING SUMMARY
September 28, 2009
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 Monday, September 28, 2009.

Members Present: Ann Conklin, Canton Township, Dave Nagy, Pheasant View, Craig Stephens, Fairways, Laura Gitre, Fairway Pines

Members Absent: Mark Waldbauer, Pheasant View

Others: Tim Kljun, Roadway Manager, Deborah Dooley, Canton Township

I. Ann Conklin called the meeting to order at 5:40 p.m. Let the record show that Dave Nagy is present for Mark Waldbauer, Pheasant View and has full voting rights as a member of Pheasant View Homeowners Association.

a. Approval of Meeting Minutes:

- i. July 13, 2009 Meeting Minutes
Motion by Gitre, supported by Casari to approve the minutes for July 13, 2009 as amended. Motion carried unanimously.
- ii. July 27, 2009 Meeting Minutes
Motion by Casari, supported by Nagy to approve the minutes for July 27, 2009 as amended. Motion carried unanimously.

II. Financial Activity Review:

- a. Current Report
Mr. Kljun stated each Board member has the financial documents for the end of July and August 2009.

Mr. Kljun stated the investment money is not generating what they should be, because of the current economic situation. The money market accounts interest is in the 1% range or less. PRRMA still has CD's that are paying very well.

- b. 2009/2010 Budget Review
Ms. Conklin stated the revised budget has been distributed and approved and was mailed to each Board member after the July 27, 2009 Board meeting. This budget shows the amount of money we project from reserves, \$320,000. Ms. Conklin stated she believes this budget is on the website now and Mr. Kljun will check to make sure.

III. Unfinished Business

a. Road Repairs

i. Project Update for 2009 Season

Ms. Conklin stated they are finishing the crack sealing this week. Ms. Conklin stated the slurry seal proposed will cost around \$75,000 and they will not be doing as much as proposed.

Mr. Casari stated slurry seal is different than seal coating. It has a different product that is mixed in with the asphalt. Mr. Casari stated slurry seal is an asphalt material with sand, stone chips, and polymers added. Slurry seal seals the cracks and gives a resistance to wearing off quicker. Mr. Casari stated slurry seal will not be a totally smooth surface. Mr. Casari stated Spalding DeDecker feels it is a good fit to bring some of the surfaces in good condition. Mr. Casari stated Spalding DeDecker thought maybe it would be a good ideal to do a smaller portion of slurry seal and see how it goes through the winter, to prove it before PRRMA spends a lot of money on it. The area to be tested will be Glengarry and Beck only.

Ms. Conklin stated there will be a pre-construction meeting with Spalding DeDecker next week and inquired if any Board members would like to attend.

Mr. Casari stated he believes the road repairs will be completed by the middle of October.

Ms. Conklin read the recommendation from Spalding DeDecker: "Specifically for the crack sealing, is scheduled to be completed in the next two weeks. The slurry seal was scheduled to be completed the last week of September and the first week of October; however we believe the existing repairs have progressed well and the crack sealing will work to seal the pavement and prevent water from entering into the subsurface to promote longevity to the pavement. This will allow us to push the slurry seal to 2010 and reevaluate next year to save PRRMA approximately \$75,000 this year. This is being proposed to you and will allow a trial area of slurry seal to be installed in the area of Glengarry and Beck Road to be driven on and evaluated if it is acceptable for applications in the associations."

Mr. Nagy stated the new company that is doing the repairs is doing a nice job. Ms. Conklin stated she received a complaint that none of the work needed to be done. The other complaints were with the signage being inadequate for traffic control. Mr. Casari stated every time the company was called they stated

they would get signage right out and if they waited a day the job was complete. Mr. Casari stated we will deal with that in the specification next year. It will indicate that everyday inadequate signage is provided there will be a penalty of \$100 or \$150 and this should correct the issue.

Mr. Stephens stated every year some work has been done at Glengarry and Summit Parkway. This year there is a very smooth joint between the asphalt and concrete and is very impressive and he feels it is better quality. Ms. Conklin stated they have done a good job with crack sealing also.

Mr. Nagy inquired if Pheasant View has received crack sealing. Ms. Conklin stated they were finishing it this week. Mr. Nagy inquired if where the contractor cut out will they do crack sealing in that area also. Mr. Casari stated yes, he has talked to them about doing the crack sealing there.

Mr. Nagy inquired if there was a warranty with the work the previous contractor did. Ms. Conklin stated no. Mr. Nagy stated there is a strip on Crowndale, south of Stonebridge Way and that looks like it is sinking. Ms. Conklin stated we need to meet with Spalding DeDecker out there on Thursday to look at it.

Mr. Stephens stated he does not believe any crack sealing has been done in Fairways as of yet. Ms. Conklin stated they were out last week and according to Spalding DeDecker they will be finishing this week. Ms. Conklin stated she will send them an email letting them know that it doesn't appear any crack sealing has been done in Fairways and Pheasant View and what is the plan.

Mr. Stephens stated there are still some potholes. There is a pothole on Summit, Mornington and Country Club and this has to be addressed in some way. Mr. Casari stated he will call Mark Balon tomorrow.

Ms. Gitre stated there is a pothole in concrete on the county road off of Cherry Hill and Highland entrance into Fairway Pines. Mr. Casari stated he will get some cold patch for that area, which is in the County road right of way and the County will not do anything. Mr. Casari stated the County has offered to give Canton cold patch free and load it for us. Mr. Casari stated we need to generate a list to be cold patched.

b. Sidewalk Repair

i. Fairway Repairs

Mr. Kljun stated it appears they will be delayed until tomorrow, weather permitting. Mr. Kljun stated they are scheduled to do the two locations in Fairways that were identified as safety issues and the responsibility of PRRMA.

ii. Pheasant View Repairs

Mr. Kljun stated one area in Pheasant View is scheduled also tomorrow, weather permitting. PRRMA will bill Pheasant View for this repair.

Mr. Nagy inquired if homeowners can contact the contractors for additional cement work they would like done at their own expense. Mr. Casari stated many time contractors who bid sidewalk repair will also receive side jobs. Mr. Casari stated if we get a contractor who does a lot of sidewalk work and a good job, the homeowners can inquire. Mr. Nagy stated if the homeowners knew in advance, a flyer can be distributed notifying the residents who the PRRMA approved contractor is and place a disclaimer to protect PRRMA against any liability. Mr. Stephens stated he did put a note out this year to his homeowners, but no one got a good deal from this year's contractor. Ms. Conklin stated we can advertise next year. Mr. Nagy stated it would be beneficial to pass on the good deal to the homeowner.

c. Insurance Updates

i. Sign replacement – Pheasant Run Golf Club

Ms. Conklin stated there was a sign bumped by a mower and it fell over. Ms. Conklin stated Mr. Kljun submitted it for repair and has asked if he should submit the bill to Canton Township. Ms. Conklin stated Canton does not feel Canton should be liable, since the sign was already damaged. Mr. Kljun stated it was the golf cart crossing sign at Mornington and Mornington Court. Mr. Kljun stated the sign has been repaired and now reinstalled using our new technique for installation. Ms. Conklin stated one of the mowers bumped the sign and it was rotted and in the same condition as most of the other signs. Mr. Nagy inquired if it was a Canton mower. Ms. Conklin stated yes. Mr. Nagy stated he knows what Ms. Conklin is talking about as far as the signs rotting. The way the signs are constructed it lends itself to that happening. Ms. Conklin stated a vehicle that runs into a sign is different. Mr. Stephens stated he suspects the vehicle drivers might say they only touched the sign also. Mr. Stephens stated he is inclined to go along with Ms. Conklin that the sign was rotting. Mr. Stephens stated he has inspected leaning signs in the past and has realized the base is rotted. Ms. Conklin stated the ones that PRRMA has billed signs that vehicles have run into.

Mr. Kljun stated the new technique for sign installation is the sign is no longer buried in the ground. There is a concrete pylon with a square piece of metal and build the sign so the internal portion of the sign fits over the top. This technique will eliminate the issue of rotting. Mr. Kljun stated if the sign is damaged for one reason or another you can replace it much easier. Mr. Kljun stated Fast Signs from Novi is the contractor we are using. Fast Signs is competitive and much faster.

Mr. Nagy stated on Stone Bridge and Crowndale there was a sign replaced and they put the flags outward instead of inward. When the school buses or large trucks come by it would snag the street name and tear it off. Mr. Nagy stated if the contractor would construct this method on all of the signs as they are replaced it would be beneficial.

Mr. Kljun stated the Pheasant Run Golf Course stop sign is \$1,100 to rebuild and replace.

Motion by Nagy, supported by Casari that the cost of the stop sign at Pheasant View Golf Club is the responsibility of PRRMA and not Canton Township. Motion carried unanimously.

Mr. Kljun stated the other issue is earlier this year we had major damage to one of the signs at Pinehurst and Glengarry. The sign was struck by vehicles, maybe more than one. Mr. Kljun stated not only was the wood post destroyed but the electric light on top was destroyed and was a very expensive light fixture. Mr. Kljun stated this has been repaired and the total cost was \$5,000. The unit was installed and is working properly. Mr. Kljun stated the cost was submitted to the insurance company and was reimbursed less the \$500 deductible. Mr. Kljun stated subsequent to that at the same intersection, Pinehurst and Glengarry, the yield sign was struck by a vehicle. No police report was made and an observation was made by a resident of Fairway Pines. The sign was repaired at a cost of \$1,100. Mr. Kljun inquired if this should be also submitted to the insurance company for reimbursement.

Mr. Kljun stated he called the insurance company and asked for some details. Mr. Kljun stated the insurance company stated our property damage cost for insurance is approximately \$1,400 per year. The workman's compensation insurance is \$700 per year of which we get approximately \$500 back. The bond is \$233 per year and we have the umbrella insurance (\$4 million) costing \$2,176 per year. Mr. Kljun stated our total

insurance is less than \$4,000 per year. Mr. Kljun stated PPRMA has already claimed \$4,500 on that \$1,400 property damage. Mr. Kljun stated if we go with additional claims there is the possibility that Auto Owners will not renew our policy or will increase our premium.

Mr. Kljun stated he went back and investigated when we started PPRMA and our insurance cost as a brand new organization, was \$12,020 for the first year for only property liability. Mr. Kljun knowing that should we go for an additional insurance claim for \$600 (\$1,100 minus \$500 deductible).

Ms. Gitre stated on the light that was damaged why didn't we bill the insurance company of the vehicle that hit the light instead of our insurance company. Mr. Kljun stated there was no police report and the person was not identified. Mr. Kljun stated the police report was made after the fact with no witness. Ms. Gitre stated how many claims have we submitted to our insurance company in the past. Ms. Conklin stated an insignificant amount.

Ms. Gitre stated you have insurance to turn in claims. Ms. Conklin stated if the insurance company is threatening non-renewal, we can find another insurance company. Mr. Kljun stated he has gone out for quotes in the past and no one responded positively. Ms. Conklin stated part of the problem was they asked how much we currently pay for insurance and no one could give a lesser quote.

Mr. Nagy stated the Dearborn Agency would be happy to look at our insurance needs. Mr. Kljun stated he believes he did call the Dearborn Agency. Mr. Nagy stated he thinks it is a value to loss ratio issue. Ms. Conklin stated is it worth the \$600 claim to have our rates increase.

Ms. Conklin stated Mr. Kljun did not mention directors and officers insurance. Mr. Kljun stated we do have that.

Motion by Stephens, supported by Nagy to not turn in the \$600 claim to the insurance company for reimbursement. Motion carried unanimously.

Ms. Conklin inquired if Mr. Kljun had explored Trex as a base for the signs. Mr. Kljun stated Fast Signs stated there is no difference in cost whether we decide on a Trex base, pine base or pine base with metal. Mr. Nagy stated there was a class action law suit with Trex indicating problems with their

product. Mr. Nagy stated there are other alternative wood composites. Mr. Kljun stated he only uses the word Trex as a generic description. Mr. Kljun stated Fairway Pines mailboxes have held up very well with the wood composite. Mr. Stephens inquired if it would be just the base. Mr. Kljun stated yes.

Motion by Gitre, supported by Stephens to use a wood alternative composite for all sign bases only. Motion carried unanimously.

d. Independent Review of Books

Ms. Conklin stated she is waiting for the final information from the auditors. Mr. Kljun stated he picked up all the information that was at Myler and Zipka today. Mr. Kljun stated the audit has been completed and should come in the next few days. Mr. Kljun stated the income taxes for the appropriate years will all come as a result of the audit. The audit will be from August 1 to July 31.

e. Tree Trimming Proposal

Ms. Conklin stated we all agreed the tree trimming in select locations (4) be trimmed to see how it would work and see if there would be any negative impact in the neighborhood. Ms. Conklin stated the four areas were trimmed by Davey, and the group thought it was ok and no negative feedback. We agreed to proceed with all tree intersections with stop signs this year. The quote was significantly more because we had many more locations. Ms. Conklin stated last year PRRMA spent \$570 on four locations, \$142.50 per intersection. This year we are proposing 27 locations at \$1,725.00, for \$63.89 per intersection. Ms. Conklin stated she wanted the entire Board to approve the tree trimming.

Mr. Nagy inquired if this tree trimming is at all signs or just stop signs. Ms. Conklin stated just stop signs. Mr. Kljun stated these 27 locations are where PRRMA was required to install the low mounted stop signs. Mr. Stephens inquired if these 27 locations are where the trees interfered with visibility. Ms. Conklin stated yes, that is correct.

Ms. Conklin stated there is not a low mounted stop sign at Glengarry and Canton Center Road, but you cannot see the stop sign until you are right upon it and she hopes that location is on the list. Mr. Kljun stated that would have to be an added location. If there are additional areas, those will have to be added. Ms. Conklin stated she feels the tree at Glengarry and Canton Center near the guardhouse should be removed.

Motion by Stephens, supported by Casari to trim 27 plus trees by Glenn's Everything Outdoor. Motion carried unanimously.

f. Street Sweeping

Mr. Casari stated let him know when PRRMA wants the streets swept. Mr. Casari stated we usually do one late spring, before Liberty Fest and one after the paving program is complete but before the leaves fall or after leaves have been picked up. Ms. Conklin stated the week of October 12th would be good and she will email Board weather permitting and also when the crack sealing is complete.

g. Weed and Grass Removal from Cracks

Ms. Conklin stated we have not done the weed and grass removal from the cracks yet. Ms. Conklin stated the cost is \$1,200 from Oakley, the only bidder.

Motion by Gitre, supported by Stephens to apply weed and grass removal from cracks between gutter and asphalt by Oakley. Motion carried unanimously.

Mr. Nagy stated he is upset that homeowners cannot apply weed and grass killer and sweep the street in front of their homes. Ms. Gitre stated maybe this is something we can bring up at the HOA annual meeting.

IV. New Business

a. Sign Replacement Plan

Mr. Kljun stated he will call Fast Signs and tell them PRRMA would like to use a wood composite for all sign bases as opposed to wood or metal.

Mr. Kljun stated Fast Signs has also asked if they could offer a maintenance program for our signs to cover issues of damage and rotting. Mr. Kljun stated they are working on a quote for the 300 plus signs for painting and structural damage. Mr. Kljun stated he will ask for a quote. Mr. Kljun stated signage is one of PRRMA's largest expenses. Mr. Stephens stated the signs do require routine maintenance. Mr. Kljun stated painting the signs have been done in Fairway Pines in the past.

Ms. Gitre stated the sign at Troon and Fountain View on the southwest corner needs repair. Mr. Kljun will get a quote.

Mr. Kljun stated when the Pinehurst light sign was rebuilt in order to expedite its installation; Mr. Kljun gave them a fixture he had restored years earlier to use. Mr. Kljun stated he asked Fast Signs to order a new one as part of the insurance issue and has it been received and Fast Signs is storing it now. Mr. Kljun inquired what the Board would like to do with the sign. Ms. Conklin stated we will store it in the Sheldon Road facility, just let her know when it will arrive. They can bring it to Ms. Conklin and she will take care of it.

Mr. Stephens stated Fairways is interested in putting solo lights on top of the sign posts. Mr. Nagy stated his HOA Treasurer works for DTE and would be a good contact.

V. Other Business

Mr. Stephens stated in his subdivision there were some students attacked at the school bus stop last week. A car pulled up, some older students got out of the car and pushed some students to the ground, got back into their vehicle and left. Mr. Stephens stated a lot of students witnessed and they believe they can identify the students involved.

Mr. Casari stated the Beck and Crowndale traffic signal and widening of the intersection has been postponed, due to budget cuts. Mr. Nagy stated the traffic seems to be increasing. Mr. Casari stated in preparing the budget for 2010 it was clear that unless Canton deleted our roads program completely, the budget was not going to balance. Mr. Casari stated Beck and Crowndale ended up being a very costly improvement. There were widening on all four segments that had to occur to get the center left in and the mast arms. The project was roughly \$400,000 in cost. Mr. Casari stated his recommendation was to delete that project from the list. Mr. Casari stated the budget has not been approved as of yet with these changes. Ms. Conklin stated the millage rate has been approved and that tells staff how much money they will have.

Mr. Casari stated you do have a two mile stretch of Beck Road that does not have a signal. However, it is a pretty safe stretch even though there maybe some speeding and may create more accidents with a signal. Mr. Casari stated his thought is that it is a mile point and a good place to slow traffic and help bring some of the Beck Road traffic into a 45 mile per hour range as opposed to a 55 mile per hour range. Mr. Casari stated the negative is that it will put more traffic through Southwyck.

Mr. Casari stated there is no reason that the Canton Center project (5 lanes concrete), reconstruct Canton Center from Cherry Hill to south of Palmer, should not begin in 2010. There is a project slated for Cherry Hill and Canton Center to widen the west leg so that there is more stacking for the left turn movement from east bound Cherry Hill to north bound Canton Center. There are two more 2009 projects, Cherry Hill/Lilley and Cherry Hill/Haggerty; those will probably not be constructed until 2010. Those will be the widening of Cherry Hill and Lilley (primarily the left hand turn lane movement), and Cherry Hill and Haggerty (left turn signal).

The next meeting will be Monday, November 16, 2009 at 5:30 p.m.

VI. Adjournment

Motion by Gitre, supported by Nagy to adjourn at 7:04 p.m. Motion carried unanimously.