

**PHEASANT RUN ROAD MAINTENANCE ASSOCIATION, INC.**  
**BOARD OF DIRECTORS**  
**MEETING SUMMARY**  
**JUNE 10, 2013**  
**5:30 PM**

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, June 10, 2013.

**Members Present:** Debbie Bilbrey-Honsowetz, Canton Township, Val Krimmer, Fairways, Bill Serchak, Canton Township, Larry Siedell, Fairway Pines, Mark Waldbauer, Pheasant View

**Members Absent:**

**Others:** Tim Kljun, Roadway Manager

**I. Call to Order**

Mrs. Bilbrey-Honsowetz called the meeting to order at 5:32 P.M.

a. **Approval of Agenda**

Motion by Krimmer, supported by Siedell to approve the agenda as presented. Motion carried by all members present.

b. **Approval of Meeting Minutes:**

Motion by Krimmer, supported by Siedell to approve the May 13, 2013 minutes as presented. Motion carried by all members present.

**II. Financial Activity Review**

a. Current Reports

Mr. Kljun stated the financial review for the end of May 2013 including the narrative of activities and the projected cash flow updated through May 2013. This information was distributed via email to the Board members.

b. Cash Flow Analysis

Mr. Kljun informed the board that expenditures were tracking according to projection. The reserve dollar low point was now projected to occur during October 2013 with a balance of \$68,266. The amount stated was dependent upon a 10% increase in member dues for the 2013-2014 fiscal year.

**III. Unfinished Business**

a. 2013 Road Repair Project

Mr. Serchak reported that Nagle Paving Company had been awarded the road repair contract for 2013. The projected start time for the repairs would be scheduled in July 2013 with a completion expected before school begins. A pre-construction meeting with Spalding DeDecker and Nagle is expected to be called during the regular working hours of the township. The location to be later named.

- b. Landscaping  
Mr. Kljun reported that the landscaping request for quotation had been updated to reflect the direction specified by the board presented at the previous meeting. Updated drawings are being prepared by Leigh Thurston to reflect additional scope of work. Upon completion of the drawings, requests for quotation will be sent to the selected contractors.

**IV. Other Business:**

- a. Next Meeting Date  
The next PRRMA meeting will be held on Tuesday, July 16, 2013 at 5:30 p.m.
- b. Fairway Pines Guard House  
No direction has been given relative to the Fairway Pines guardhouse. Pheasant View desires to have it relocated to their entrance.
- c. Sign repair should be reviewed by each roadway manager as to priority replacement. This should aid in preparing the 2013-2014 budget.

**VI. Adjournment**

Motion by Serchak supported by Waldbauer to adjourn at 6:24 p.m. Motion carried by all members present.