

PHEASANT RUN ROAD MAINTENANCE ASSOCIATION, INC.
BOARD OF DIRECTORS
MEETING SUMMARY
March 28, 2017
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 Tuesday, March, 28, 2017.

Members Present: Greg Hohenberger, Canton Township, Kevin Whitaker, Pheasant View, Bill Serchak, Canton Township, Chad Hetherington, Fairways, Tom Gamache, Fairway Pines

Members Absent: None

Others: Tim Kljun, Roadway Manager, Deborah Dooley, Secretary, Hadyn Notestine, Fairway Pines, Paul Denski, 452 Merion Drive, Cam Miller, Attorney

I. Call to Order

Mr. Bill Serchak called the meeting to order at 5:28 pm. Mr. Serchak requested to move Item IV. Other Business, Paul Denski, 452 Merion Drive to the first order of business.

- a. Approval of Agenda
Motion by Gamache, supported by Whitaker to approve the agenda as amended moving IV. Other Business, Paul Denski, 452 Merion Drive ahead as first order of business. Motion carried unanimously.

IV. Paul Denski, 452 Merion Drive

Mr. Serchak explained the origin of PRRMA. Mr. Gamache stated the PRRMA Website has the Roadway Reciprocal Agreement, as well as the PRRMA By-Laws. Mr. Denski stated he has that information. Mr. Denski stated he brought his attorney, Cam Miller, to listen to this discussion. Mr. Serchak stated he is interested in hearing Mr. Denski's concerns.

Mr. Serchak stated PRRMA discussed Mr. Denski's issues with his driveway at the last meeting. Mr. Denski presented to the Board updated pictures of his driveway as of today. Mr. Denski stated he has owned the home since 2012.

Mr. Serchak stated Mr. Denski's original email regarding his driveway was from January 24, 2017. He stated the first week of February, Canton DPW visited the site. He stated the storm drain runs underneath the driveway (right side) to the catch basin to the back of Mr. Denski's property. Mr. Serchak stated DPW ran a camera with TV through the plastic pipe and found it in good condition. He stated DPW did a report February 1, 2017. He stated DPW placed dye on the pavement and ran water through the dye and identified dye coming into the catch basin under the casting and curb, at the side of the

driveway. Mr. Serchak stated the casting is 4-5 inch thick cast iron. Mr. Kljun stated he and Mr. Notestine were present for this test.

Hadyn Notestine arrived at 5:32 pm.

Mr. Serchak stated he visited Google Earth for a picture of the driveway in 2011. He stated it appeared to be a fairly new driveway at that time. Mr. Serchak stated he inspected the Building Records for 452 Merion Drive indicating the home was built in 1995, with windows and roof replaced in 2015. He stated no other information was present. Mr. Serchak stated at the March 2, 2017 PRRMA meeting the Board approved to fix the catch basin. He stated the catch basin will be repaired from inside the basin. He stated this is not an unusual issue with catch basins. Mr. Serchak stated it is unclear to himself, as well as the Board, how the catch basin caused the issues with Mr. Denski's driveway. He stated since the roof had been replaced, the Board was wondering if the roofing company parked on the driveway causing the initial cracks. Mr. Denski stated Barnett Roofing had delivered the shingles to the roof, per his request. Mr. Serchak stated with edge cracks, it would be indicative that something heavy was on the driveway. Mr. Serchak inquired on the condition of the driveway when Mr. Denski purchased the home and was an inspection completed. Mr. Denski stated the driveway looked good when he purchased the home.

Mr. Denski stated the driveway looked good last fall. He stated in January the driveway began to sag and every time it would rain the sagging would get deeper. He stated this precipitated the email to PRRMA in January. Mr. Denski stated when DPW came out in February they sucked 3-4 yards of sand out of the catch basin. He stated the sand was from his driveway. He stated he didn't notice the cracking until the heaving began. He stated every time it rains it gets worse. Mr. Serchak stated he is curious as to why it was just noticed in January. Mr. Denski stated if you push a stick into one of the cracks, the stick emerges a foot, as there is nothing under the cement. Mr. Denski stated he has a quote from Dominic to have the driveway replaced and indicated the cracking was the cause of lack of base. Mr. Denski stated nothing has been on his driveway to cause this cracking since he has owned the home. Mr. Denski stated the catch basin failed causing the rain to wash the sand foundation into the catch basin. Mr. Denski inquired who will take responsibility for liability of his driveway if someone falls and gets hurt. Mr. Miller stated until the Township opens the catch basin up it is unknown why it failed. He stated when there is nothing beneath the cement it is going to crack with its own weight.

Mr. Whitaker stated the question is what precipitated the sand to be washed into the catch basin. Mr. Gamache stated when the crack occurred, the water slowly eroded the soil around the crack. He stated once the sand was washed away the cement began heaving, same as with sinkholes. He stated if the drive cracked there would be no way for water to wash sand away without the crack in the catch basin. Mr. Hohenberger stated there is no definitive way to prove the catch basin failed, causing the problem. Mr. Serchak stated storm structures do leak. Mr. Notestine stated the gutters in the back of the home empty into the back of the yard, the gutters in the front of the home do not dump on the driveway, they dump across the sidewalk into the grass. Mr. Denski stated the

downspouts go into the ground six feet away from the driveway. Mr. Denski stated if his driveway was cracked at any time in the past it would have been replaced within a month. He stated this issue is getting worse and worse. Mr. Serchak stated the catch basin would not have been able to hold 3-4 yards of sand, DPW must have estimated the amount of sand removed. Mr. Gamache stated he and Mr. Notestine discussed this issue a number of times trying to figure how this happened. He stated without cracks in the driveway there would be no way the water could wash away the sand without a place for it to go. He stated once there was a crack in the catch basin it began to wash away the sand into the catch basin. He stated once the void began it became larger and larger allowing more and more sand to wash away. Mr. Kljun stated what if the cracks in the driveway and the crack in the catch basin to occur at the same time.

Mr. Serchak stated prior to the last meeting, it was his thought to replace the driveway. He stated after the March 2, 2017 meeting the unknowns were discussed. He stated it was agreed upon by the Board that the catch basin needed to be repaired and if the sidewalk and approach needed to be replaced it was within the PRRMA roadway area of responsibility. Mr. Serchak stated this is one of the unknowns and no one will be able to definitely say what the condition of the catch basin was 6 months ago.

Mr. Serchak stated the more he thinks about this, Mr. Denski has an unusual situation with a rear yard storm which travels along the right side of the driveway. He stated typically that pipe would be on the property line. He stated under the drive is an excavated area, presumable clay, so there is another conduit. He stated he is not speaking of the plastic pipe, but the area dug out, when the pipe was put in. He stated the more he thinks about it, he goes back to his original thought to replace the driveway. Mr. Serchak stated he is not aware that any other driveway has failed within PRRMA. He stated his concern is that PRRMA is setting precedence if PRRMA replaces this driveway. Mr. Gamache stated his Association would document specifically why the driveway was replaced. He stated this would minimize the precedence. Mr. Serchak stated when the pipe was put in it is unknown where the house will sit and the driveway placement. He stated since the driveway was fairly new in 2011 it is unknown if the previous residents had this same problem and did not pull a permit to replace driveway.

Mr. Kljun stated would it be beneficial to lift the slabs off to uncover any unknown conditions. Mr. Gamache inquired when the catch basin is repaired how will we know if there is a void adjacent to the repair. Mr. Kljun stated the contractor will make the repair and cannot second guess what could or might happen. Mr. Serchak stated if PRRMA moves forward with this he would grout around the pipe connection, because he would not want it to happen again. Mr. Hohenberger stated on the second picture Mr. Denski presented, there is a crack along the entire length of the right side of the driveway to the storm drain in the rear yard.

Motion by Gamache, supported by Whitaker to fund an amount based upon a percentage that is agreed upon by Mr. Serchak and Mr. Denski to repair the driveway at 452 Merion Drive and have Mr. Denski sign off on any future liability. Motion carried unanimously.

Mr. Whitaker inquired if this means the entire driveway will be replaced. Mr. Serchak stated any decent slabs will be saved. Mr. Denski stated he will pay for the slabs that are not cracked because he wants an entire new driveway. Mr. Denski inquired on the sign off on any future liability if this should happen again. Mr. Gamache stated he would ask that Mr. Denski agrees with the repair standards of the contractor. Mr. Serchak stated he will meet with Mr. Denski this week and decide on a percentage of the driveway replacement for PRRMA to be responsible for. Mr. Kljun stated Mr. Denski will select the contractor and PRRMA will pay the contractor. Mr. Denski stated Dominic gave him a quote for \$9,600 for the entire driveway, approach and sidewalk. Mr. Denski stated he wants all work done by same contractor and at the same time. Mr. Serchak stated it makes sense to have Dominic do the entire area all at once. He stated PRRMA has already committed to doing the sidewalk and approach and will have that amount deducted from the \$9,600 quote. Mr. Denski inquired if PRRMA can get Midwest scheduled as well. Mr. Kljun stated he has not received a confirmation from Midwest as to when he is scheduling the catch basin repair. He stated it is presumed that it is still too wet to repair. Mr. Miller inquired if Midwest wants the slabs removed before he begins work. Mr. Kljun stated he did not mention that in his quotation. Mr. Denski stated he will schedule Dominic tomorrow. He stated as soon as Dominic gives him a date he can let PRRMA know. He inquired if putting a seal on the catch basin will fix the problem permanently. Mr. Serchak stated he will speak with Midwest to confirm this fix and he would like a grout behind the structure as well. Mr. Denski stated he would like it fixed right the first time. Mr. Serchak stated he will contact Mr. Denski for confirmation on repairs.

Mr. Whitaker inquired if part of the roadway budget will be set aside to pay for Mr. Denski's driveway. Mr. Kljun stated an amount of \$10,000 is put into the capital plan as an estimate. He stated this means PRRMA's ending cash balance will be \$10,000 lower than originally projected. He stated it will not affect any roadway repairs for this year.

Mr. Denski and Mr. Miller left the meeting at 6:25 pm.

- b. Approval of Minutes
 - 1. March 2, 2017
Motion by Gamache, supported by Whitaker to approve the March 2, 2017 minutes as presented. Motion carried unanimously.

Mr. Notestine had wished to remove Mr. Serchak's comments regarding the size of the pipe under Mr. Denski's driveway. Mr. Notestine withdrew his corrections.

Mr. Gamache stated he would like entrances in all subs not worked on at the same time to allow easy access for residents. Mr. Serchak stated he will speak to Spalding DeDecker to limit entrances for all subdivisions being closed at the same time.

II. Financial Activity Review

- a. Current Reports
- Mr. Kljun distributed the current balance sheet to all members. Mr. Kljun stated PRRMA has \$696,206.56 currently in the reserve. He stated he placed in the capital plan the projected \$10,000 for 452 Merion Drive. He stated this proposed \$10,000 will reduce the amount of money PRRMA has at the end of 2017. He stated it will not affect the 2017 roadway repair project.
- Mr. Kljun stated the checking account stands at \$8,197.95, with a \$4.00 overpayment. He stated PRRMA is in excellent financial shape. He stated he will send the end of month documents to all members.
- Mr. Kljun distributed all the Pheasant Run Road Maintenance Association, Inc. Board of Directors to each member to assure all information is correct. He stated he would like these returned if there are any changes.
- b. Cash Flow Analysis

III. Unfinished Business

- a. 2017 Construction Project - Update
- Mr. Serchak stated there are no bid documents as of yet. He stated he spoke with Spalding DeDecker after the last meeting with shifting areas to be repaired. He stated he sees no reason that both areas in question can be done this year.
- Mr. Serchak stated the bids are being distributed to Nagle, T and M and Al's Asphalt. He stated all firms have been used in the past. He stated he hopes to have the bids soon to select a contractor. Mr. Gamache inquired if a time line will be available. Mr. Serchak stated yes, he gave the drawings from the last meeting to Spalding DeDecker for finalization of those locations. Mr. Serchak stated we do have a significant contingency and would like to do other areas if possible. Mr. Gamache stated he would like as many areas done as possible. Mr. Notestine inquired if the sidewalks were a different contract. Mr. Serchak stated no, it is all one contract.
- Mr. Kljun inquired a confirmation on the dates for Liberty Fest. Mr. Hohenberger stated Liberty Fest is June 14-17, 2017.
- Mr. Whitaker inquired if the PRRMA website will be where all the timing issues will be stored for the project. Mr. Serchak stated yes, as well as sidewalk locations. He stated he will work with the contractor to post their schedule, including updates every week or two. He stated the population is familiar with road repair and sidewalk repair. Mr. Gamache stated if there is sufficient information he can direct residents to the PRRMA Website for specifics. Mr. Serchak stated it will probably give residents a range of the work areas with proposed dates.
- Mr. Hohenberger left the meeting at 6:46 pm.

Mr. Gamache stated his concern is possible residents on vacation. Mr. Serchak stated that has occurred in the past, the contractor will put stone where the driveway/sidewalk was to accommodate the resident. Mr. Serchak stated once we select a contractor, he will meet with them to discuss communication.

Mr. Gamache stated his thought was if the contractor had a website he would update daily. Mr. Serchak stated he would rather not rely on the contractor. He stated he would rather Spalding DeDecker keep PRRMA updated.

b. Tree Replacement Program

Mr. Kljun had no additional inform regarding tree replacements.

c. HOA Upgrades to Islands

Mr. Gamache inquired if there will be some funding from PRRMA for upgrades to islands. Mr. Serchak stated there is no funding for maintenance to the HOA islands. Mr. Serchak stated he will remove this item from future agendas.

Mr. Kljun distributed a proposal for installation of remaining Yield-On Right Turn signs.

Signs required as shown on drawing in Fairway Pines

#123 Glengarry/Pinehurst

#130 Glengarry/Highlands

#140A Glengarry/Oakland Ct.

Signs required as shown on drawings in Fairways

#81 Glengarry/Inverness

#118 Glengarry/Inverness

#114 Glengarry/Sandalwood

#73 Glengarry/Brookmill

#75 Glengarry/Brookmill

Signs required as shown on drawings in Canton

#99 Glengarry/Turn around

Expected cost of removal of wooden signs and installation of 9 signs is \$15,000 currently not shown on the capital plan. Mr. Kljun stated this would complete the sign program for PRRMA. Mr. Kljun stated this is with Fast Signs. Mr. Serchak stated these signs are not necessary from a traffic standpoint, however they have been in place for 20 years. He stated they serve a purpose for new drivers and a reminder for others. Mr. Kljun stated this project will remove all the wooden signs. He stated this will allow compliance with the drawings that were originally approved when the signage was installed.

Motion by Gamache, supported by Hetherington to replace the Yield-No Right Turn signs for \$15,000 at the designated locations be approved. Motion carried by all members present.

Mr. Notestine inquired when the Spring street sweeping will be completed. Mr. Serchak stated he will contact Greg Pyle to schedule anytime after April 1st. He stated this process is not designed for leaves. Mr. Hetherington stated it has been relayed to his residents that if there is a drain in front of their home, to keep it free from leaves to drain properly. Mr. Serchak stated if there is an accumulation of leaves the sweeper may not want to do those areas. He stated he will check with Mr. Pyle.

d. Next meeting date

The next meeting date will be Tuesday, April 25, 2017 at 5:30 pm.

Mr. Serchak stated as soon as he receives the bids he will email them to all members. He stated this decision can be done via email. He stated Spalding DeDecker will tabulate the bids and it is usually calculated by quantities.

IV. Other Business

Paul Denski, 452 Merion Drive, discussed at beginning of meeting. See above.

V. Adjournment

Motion by Notestine, supported by Hetherington to adjourn at 7:04 pm. Motion carried by all members present.