

# *Pheasant View Homeowners' Association*



Len Liuzzi - President  
Dee Heinze - Vice-president  
Mark Waldbauer - Secretary  
Mark Wein - Treasurer  
David Nagy - Roadway Manager  
Kim Saker - Grounds & Landscape Manager

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## REGULAR MEETING MINUTES

Tuesday, November 6, 2007

**LOCATION:** Canton Township Administration Building, lower level meeting room "E."

**BOARD MEMBERS PRESENT:** Heinze, Nagy, Saker (7:15), Waldbauer, Wein.

**BOARD MEMBERS ABSENT:** Liuzzi.

**GUESTS ALSO PRESENT:** Paul Porter, Tim Self of New Beginnings Restoration Inc..

**CALL TO ORDER:** The Vice-President called the meeting to order at 7:07 PM.

**APPROVAL OF THE AGENDA:** The agenda was modified as to allow Mr. Self to address the Board early in the meeting.

**MOTION:** to approve the meeting agenda as modified. - Mark Waldbauer, motion supported; Ayes all present, the motion carried.

**APPROVAL OF THE MINUTES:** **MOTION:** to approve the minutes of the regular Board meeting minutes from Tuesday, October 2, 2007 as presented. - David Nagy, motion supported; AYES all present; the motion carried.

**ANNOUNCEMENTS:** The chair recognized the guests present.

**CITIZEN / HOMEOWNER NON AGENDA COMMENTS:** None.

**GUEST PRESENTATION:** Tim Self of New Beginnings Restorations, Inc. presented a product produced by the Crane Corporation in Columbus Ohio. They have been in business since 1947. This product is a premium laminated vinyl coated aluminum trim which carries a true life of the home, 60 year transferable warranty. The warranty covers the material and labor. The website at [www.exteriorportfolio.com](http://www.exteriorportfolio.com) will offer more information regarding the product. Tim carries workers' compensation, liability insurance, and is a member of the better business bureau. New Beginnings Restorations, Inc. will replace deteriorated wood and then cover exposed wood trim with this product to offer a maintenance free exterior.

The Board discussed trim options and photographs were inspected. The issue before the Board is insuring that the application of this product on the homes in PVHA<sup>1</sup>, would not constitute a direct violation of the subdivision By-Laws or covenants and restrictions. Following the presentation Tim answered many questions. After Mr. Self left the meeting, the Board engaged in a discussion of the product and its application within PVHA.

This product does not comply with the PVHA Covenants and Restrictions nor does it conform with the materials used

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<sup>1</sup> Acronym for Pheasant View Homeowners' Association

in the construction of our homes. Allowing the use of this product would set a precedent which opens the door for other residents to use less acceptable materials. The homes in PVHA were constructed under specific guidelines and the builders followed a set pattern book, using wood trim, wood windows, aluminum, and brick.

However, by allowing this premium product to be used in covering deteriorating wood trim now visible with some homes, allows everyone a one-time, maintenance-free fix, which will immediately increase the curb appeal and eventually increase the value of the homes in the subdivision. With careful use of the Architectural Review Committee and the setting of very specific guidelines for such a product, the Board could consider its restricted use.

Should the Board consider a product which could eventually change the architectural elevation of a home; ie, the use of *fans* or *star burst* patterns on bay, bow, and box windows? The use of synthetic wood products which is at least fifty-percent (50%) wood might also be considered as a maintenance-free option for replacing trim. The Architectural Review Committee has already allowed these types of products to be used, but mostly on deck construction. The Board needs to set some specific specifications regarding these matters. It might help to have the input of the subdivision developer and/or one builder.

**MOTION:** to table the discussion regarding the use of the PVC displayed tonight to allow for input from the subdivision developer, a commercial builder, and to allow for more research into the product. - Mark Waldbauer, motion supported; AYES all present; the motion carried.

#### **OFFICERS' REPORTS**

**PRESIDENT'S REPORT:** No report.

**VICE-PRESIDENT'S REPORT:** No report.

**SECRETARY'S REPORT:** The Secretary reported that he has mailed the newsletter containing the election ballot, to each home in PVHA. The USPS returned two (2) newsletters as undeliverable with no forwarding information available. These were mailed to lot #144, John and Carol Lewis at 45400 Southwick and lot #123, Xin Xin Liu at 1465 Crowndale Lane. Additionally, no ballots were sent to any homeowner who is currently delinquent.

**MOTION:** to accept the Secretary's Report. - David Nagy, motion supported; AYES all present; the motion carried.

**TREASURER'S REPORT:** The Treasurer commented on the activities for the month.

#### **EXPENSES FOR THIS MONTH:**

\$72.77	DTE Energy
\$3,200.27	CANTON TOWNSHIP - Water bill
\$171.01	MARK WALDBAUER - reimbursement for newsletter & ballot printing and mailing
\$153.47	MARK WEIN - reimbursement for office expenses for the year

#### **INCOME FOR THIS MONTH:**

\$120.00	Lot 24 from a payment plan
\$128.50	Lot 54 past dues and fines

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DUES AND FINES STILL OUTSTANDING:

	<u>Lot</u>	<u>Address</u>	<u>Homeowner</u>
\$560.00	19	45996 Windridge Lane	Steven & Teresa Williams
\$375.00	24	1816 Crowndale Lane	Patrick & Karen Kennedy
\$1225.00	25	1844 Crowndale Lane	Ramel Howard
\$112.00	80	1987 Crowndale Lane	James & Mary Brown

There was discussion regarding the change in the fiscal year which PRRMA<sup>2</sup> is currently adopting. The Treasurer is still awaiting our next invoice from PRRMA. Next, a short discussion followed regarding the PVHA year end audit of the books.

MOTION: that the PVHA Board of Directors causes an audit of the books to be completed in early January 2008, at the convenience of the Treasurer. - Mark Waldbauer, motion supported; AYES all present; the motion carried.

MOTION: to accept the Treasurer's Report. - Kim Saker, motion supported; AYES all present; the motion carried.

*NOTE: The Vice-President passed the gavel to the Secretary as the VP was excused from the meeting.*

**DIRECTOR and COMMITTEE REPORTS**

**ROADWAY MANAGER'S REPORT:** The subdivision monument in the Windridge Boulevard entry is going to be repaired. The police report has been forwarded to PRRMA for disposition; this is PRRMA common property and is their concern for repair. Repairs to the roads are ongoing. Some discussion followed regarding the crack filling as it appears that T&M may have missed some portions or the work was not adequate. Nagy will bring the matter before PRRMA.

Nagy has spoken with Liuzzi regarding PVHA's insurance coverage and how it might potentially overlap with existing coverage carried by PRRMA. In case of a claim, the coverage should be coordinated among all of the entities. Liuzzi currently holds the declaration page. Nagy has not yet heard back from Liuzzi.

The date of the fiscal year for PRRMA has been adjusted to more closely align with the road work repair. PRRMA can best determine of the overall condition of our roads in the spring, following the winter months. The repairs are made in the non winter months. This change allows PRRMA to apply real numbers into the budget for the upcoming repairs to be made. PVHA has not seen what the new assessment rates will be for 2008. The new reserve study has not yet been adopted, the funding model has not yet been adopted, and the lawsuit and litigation are ongoing. The next meeting for PRRMA is Wednesday, November 7, 2007.

MOTION: to accept the Roadway Manager's Report. - Mark Wein, motion supported; AYES all present; the motion carried.

**SUBDIVISION GROUNDS AND LANDSCAPING MANAGER'S REPORT:** SNOW REMOVAL CONTRACT - Independent Lawn Service has sent us a bid for the snow removal season. We can save money if we prepay. They are willing to extend the payment terms of the contact due to our Board meeting schedule.

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<sup>2</sup> Acronym for Pheasant Run Road Maintenance Association.

The prepayment at a flat rate of \$2950.00 for snow removal and a flat rate of \$1950.00 for salting our intersections would total a prepayment amount of \$4900.00. As indicated, this would be a one-time payment for the snow removal season. Discussion followed. The Board was satisfied with a prepayment plan using the same company for lawn service, and our Subdivision Grounds and Landscaping Manager recommends Independent Lawn Service. We need to have the following questions answered:

1. Snow removal commences at a snow fall depth of two inches (2") measured where?
2. Is a bus stop considered being an intersection for salting?
3. Does this include the sidewalks along Beck Road and both entry ways?

This is a savings over Garret Landscaping from last year. Saker will get answers to our questions and forward the information to the members of the Board. The Secretary will then administer an electronic / E-mail vote.

Commentary followed regarding the Holiday decorations with a mention that we appreciate them, but they obscure some traffic control signs. They should give care to not cover the signs when the next set of decorations is set in place. The cost should be less this year due to the ownership of many decorations used.

**MOTION:** to accept the Subdivision Grounds and Landscaping Manager's Report. - Mark Wein, motion supported; AYES all present; the motion carried.

**ARCHITECTURAL REVIEW COMMITTEE:** No report.

**SUBDIVISION COMMUNICATION COORDINATOR'S REPORT:** No report.

**ORDERS OF THE DAY:** SUBDIVISION ANNUAL MEETING & ELECTION - The chair recommended that the Annual Meeting be primarily an annual reporting type of meeting. Preparing a written report or an outline is a good idea so that nothing is missed. It was the consensus of the Board that a meeting packet is again prepared. Typically the printed reports include the meeting agenda, annual meeting minutes, and the Treasurer's Report. Saker will write her report and have it read at the meeting as she will be unable to attend. We will accept questions from the membership later in the meeting following all of the reports. This should reduce the overall time of the meeting.

**ELECTIONS** - We must accept Nominations from the floor. We have received many ballots in the mail. Waldbauer commented that our By-Laws permit full two (2) year terms for the open seats on the board to be filled via the election process. A resignation creates a vacancy for the unexpired length of the term. Vacancies are to be filled by Board appointment. While creating the ballot, a decision needed to be made. The Secretary decided it was most expeditious to open four (4) Board member seats and let the membership vote. The candidates receiving the most votes are seated with the top three receiving full two (2) year terms and the fourth candidate to fill the remaining term created by the vacancy.

Directors to the Board are elected at the annual meeting. Officers and committee chairpersons are elected at the December Board of Directors meeting. A short discussion followed.

**OLD BUSINESS:** It was mentioned that after months of discussion, we have taken no formal action regarding the employment of legal counsel; for filing liens on the behalf of the PVHA Board of Directors. Should we take this action before a new Treasurer takes over the books? A short discussion followed.

**MOTION:** for the PVHA Board of Directors to employ legal counsel for filing liens on the behalf of the Board. Dave Nagy will contact John Oldham to request his professional service in this regard. - Mark Wein, motion supported; AYES all present; the motion carried.

**NEW BUSINESS:** None.

**ACTION ITEM REVIEW:**

1. Len will call Paul W. Gerus to schedule the date for the January 2008 audit.
2. Dee to call Tim Self (New Beginnings Restoration Inc.) Inform him of the motion to table the decision.
3. Dee to communicate with Richard Lewiston.
4. Dee to communicate with any builder who has a home in PVHA.
5. Dee to email the Board with the Richard Lewiston response upon receipt of the response.
6. Nagy to speak to PRRMA regarding some inferior work regarding crack filling in PVHA.
7. Saker to contact Independent Lawn Service to get answers to snow removal questions.
8. Saker to forward information to Waldbauer to cause an electronic vote.
9. Nagy to contact John Oldham to request his professional services regarding PVHA filing of liens.
10. Saker to contact Canton Township Ordinance Officer for updates.

**REGULAR MEETING SCHEDULE and SUBDIVISION CALENDAR:**

<b>Thursday, November 15, 2007</b>	<b>ANNUAL MEETING</b>	Admin Bldg. - Freedom Room - 7 PM
Tuesday, December 4, 2007		Administration Bldg. - meeting room E - 7 PM

**ADJOURNMENT:** MOTION: to adjourn. - Mark Wein, motion supported; AYES all present; the motion carried.

The meeting adjourned at 8:42 PM.

These minutes were taken directly from a tape recording of the meeting, and are respectfully submitted.

*Mark R. Waldbauer*

Secretary - Pheasant View Homeowners' Association

Prepared: November 24, 2007