

# *Pheasant View Homeowners' Association*



David Nagy - President  
Robert Shanahan - Vice-president  
Susan Henson - Secretary  
Richard Trapp - Treasurer  
Mark Waldbauer - Roadway Manager

Post Office Box 871463 - Canton, Michigan 48187  
www.pheasantview.org

## **REGULAR MEETING MINUTES Tuesday, July 12, 2011**

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

**CALL TO ORDER:** 7:05 PM

**ROLL CALL:**

**BOARD MEMBERS PRESENT:** D. Nagy (out-going President), S. Henson, R. Trapp, M. Wegrzyn, K. Harrington, M. Waldbauer, R. Shanahan (out-going Vice President)

**BOARD MEMBERS ABSENT:** None

**OTHERS PRESENT:** L. Luizzi, M. Brown

**APPROVAL OF THE AGENDA:** Motion by D. Nagy to move New Business after Approval of the Agenda. Motion approved by M. Waldbauer, seconded by R. Shanahan, approved by all. The agenda was approved.

**NEW BUSINESS:**

- Election of the Officers
  - President – D. Nagy nominated M. Wegrzyn. M. Wegrzyn accepted the nomination. S. Henson submitted a self-nomination. By a show of hands, S. Henson was elected to the position of President by majority vote.
  - Vice President – M. Wegrzyn accepted the position of Vice President.
  - Secretary – K. Harrington accepted the position of Secretary.
- Formalization of the new Architectural Review Committee (ARC)
  - Pankaj Patel – ARC Chair
  - M. Brown
  - Steve Henson
- Motion to approve nominations and election of all persons for a one year term of office by M. Waldbauer, seconded by D. Nagy, approved by all
- Request from R. Trapp that someone from the ARC attend the meetings to address possible violations. Much work is being done that may not have the approval of the ARC. D. Nagy indicates that all residents are asked to submit a file to ensure compliance.

**APPROVAL OF THE MINUTES:** May meeting minutes approved electronically by R. Trapp (May 14, 2011) and D. Nagy (June 12, 2011). M. Waldbauer approved the May meeting minutes on June 14, 2011.

**ANNOUNCEMENTS:** None

**ORDERS OF THE DAY:** None

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

**OFFICERS' REPORTS**

PRESIDENT'S REPORT:

- Our insurance agent, Drew Craig, may require a new letter naming S. Henson as the new president. The bank will also need to be notified and bank signature card updated.
- Will need another letter for the post office box. R. Trapp and S. Henson will hold the keys.
- By-laws were turned over to K. Harrington.
- D. Nagy turned over his historic documents as well as electronic files.
  - Workman's Compensation Insurance info was handed over to S. Henson.
  - D. Hall current review and approval for new panels. This also included the thermal panels and court documents. They are not pending.
  - ARC files that correspond to electronic files.
- Motion to approve by M. Waldbauer, seconded by R. Trapp, approved by all.

VICE-PRESIDENT'S REPORT: None

SECRETARY'S REPORT: None

TREASURER'S REPORT:

- R. Trapp reviewed the budget. We are in good shape.
- Lot 73 was paying in installments with a final payment anticipate in June. This is now late with a balance of \$208.
- DTE bill was paid.
- We now have liens on four properties. Together these properties owe \$13,000. Payment has not been forthcoming with the implementation of the lien.
- We have 2011 dues as well that total around \$2000.
- D. Nagy was under the impression that the next step would be small claims court versus a collection agency. T. Kljun is currently overseeing this endeavor.
- R. Trapp would like to see T. Kljun at the next meeting for a status update. R. Trapp has contacted him about attending the next meeting.
- R. Trapp would like to have a new letterhead for his correspondence. S. Henson to provide this information.
- Motion to approve by D. Nagy, seconded by S. Henson, approved by all.

**DIRECTOR'S and COMMITTEE REPORTS**

ROADWAY MANAGER'S REPORT:

- R. Trapp submitted a bill from Independent Lawn Care. The charges include \$245 for sprinkler start up. The bill is approved by for payment.

- R. Shanahan noted the south Windridge sign is down. Waldbauer will report the damage to PRRMA for sign replacement.
- D. Nagy indicated that the north light at the south Windridge light is out. Waldbauer will make repairs to the light.
- See attached PRRMA Budget.
  - August 1 is the beginning of PRRMA's fiscal year.
  - General expenses are shown that include the apportionment.
  - Estimate that our portion for next year will be around \$49000. This includes a 10% increase. Canton has an increase of 12%.
  - R. Trapp questioned how the 10% was assigned. M. Waldbauer indicated that this is the maximum allowed. Some of this money goes towards the reserve. M. Waldbauer indicated that the PRRMA website will show the balance sheet which is different than the budget.
  - The next PRRMA meeting is July 18, 2011.
- Roadwork is due to start soon. Sealcoating will not be done this year to save money.
- Motion to approve by D. Nagy, seconded by R. Trapp, approved by all.

ARCHITECTURAL REVIEW COMMITTEE REPORT: None

SUBDIVISION COMMUNICATION COORDINATOR'S REPORT: None

GROUNDS AND MAINTENANCE REPORT:

- R. Shanahan (out-going) initiated the process to obtain curb tree vouchers and made note of eight current violations. He drafted a letter that can go out. D. Nagy recommended that M. Wegrzyn and R. Shanahan get together to make the transition.
- M. Waldbauer indicated that the sprinklers are now running.

**OLD BUSINESS:** None

**ACTION ITEM REVIEW:** None

**NEXT MEETING DATE:** August 9, 2011, CTAC-LLMR<sup>1</sup> B, 7:00 PM.

**ADJOURNMENT:** 8:15 PM. Motion to approve by D. Nagy, seconded by R. Trapp, approved by all.

---

<sup>1</sup> Acronym for Canton Township Administration Complex - Lower Level Meeting Room.