

# *Pheasant View Homeowners' Association*

PO Box 871463, Canton, MI 48187

[WWW.PHEASANTVIEW.ORG](http://WWW.PHEASANTVIEW.ORG)



Jim Hegarty - President  
TejKiran Singh (Sunny) - Vice President, Grounds & Maintenance Manager  
Kevin Whitaker - Secretary  
Mark Waldbauer - Treasurer  
Don Watson - Roadway Manager

## **REGULAR BOARD MEETING MINUTES Monday, September 14, 2020**

**LOCATION:** Each member at home, meeting via “Zoom” video conference, open and available to the membership. Zoom link is posted on the PVHA Facebook Page.

**BOARD MEMBERS PRESENT:** J. Hegarty, T. Singh, M. Waldbauer, K. Whitaker, D. Watson

**BOARD MEMBERS ABSENT:** None

**GUESTS ALSO PRESENT:** J. Waldbauer (Lot #113)

**CALL TO ORDER:** J. Hegarty called the meeting to order at 7:03 PM

### **APPROVAL OF THE MINUTES:**

- ✓ *J. Hegarty motioned to approve the August 10, 2020 Board of Directors meeting minutes. Second by M. Waldbauer. Ayes all present; the motion carried.*

**ANNOUNCEMENTS:** None

### **CITIZEN / HOMEOWNER NON-AGENDA COMMENTS:**

- None

### **OFFICERS' REPORTS**

#### **PRESIDENT'S REPORT:**

- Approved and returned documents to ZDF. ZDF will invoice the \$8,000 fee in 12 monthly installments. ZDF will review the Covenants & Restrictions, Bylaws, Affidavit of PDD, Articles of Incorporation, Reciprocal Roadway Easement Agreement – HOA, Reciprocal Roadway Easement Agreement – PRRMA and Pheasant Run Road Maintenance Association (PRRMA) By Laws over the next 60 days. Links to our online documents were sent to ZDF. In addition to updating the documents, ZDF will also include mention of the mailboxes, landscape upkeep (unsightly conditions inclusive of swing sets) and the ARC.
  - ✓ *M. Waldbauer motioned to approve Presidents Report. Second by D. Watson. Ayes all present; the motion carried.*

#### **VICE PRESIDENT'S REPORT:**

- Two homeowners (Lots #1 and #148) have not yet taken action regarding not having a sufficient number of trees along the street. This is to be in compliance with the Canton Township Tree ordinance. Another notice will be sent at the request of the Canton Twp. Ordinance Department which has requested that multiple reminders be sent prior to getting engaged.

- Homeowners at Lot #134 (46733 Southwick) have taken action to start the clean up their overgrown landscaping.
  - ✓ *J. Hegarty motioned to approve Vice Presidents Report. Second by M. Waldbauer. Ayes all present; the motion carried.*

#### **SECRETARY'S REPORT:**

- No report.

#### **TREASURER'S REPORT:**

- M. Waldbauer completed the Workers Compensation audit. Historically PVHA has received a rebate. If issued it should be received in a month.
- There has been an increase in the number of requests for assessment payment verifications.
- Water expenses are running very close to budget. To date we are 90.7% spent to the budget. The irrigation system has been shut down with the anticipation that rain will be sufficient enough to keep the landscaping watered.
- M. Waldbauer has filed our annual report with the State of Michigan to maintain our nonprofit corporation license. This license allows Pheasant View HOA the ability to legally collect, sue, and apply liens as needed.
  - ✓ *J. Hegarty motioned to approve the Treasurer's Report. Second by D. Watson. Ayes all board members present; the motion carried.*

### **DIRECTOR and COMMITTEE REPORTS**

#### **ROADWAY MANAGER'S REPORT:**

- Homeowners have been complaining that the trees were pruned excessively prior to the repair of the road. The trees were trimmed to accommodate the large milling equipment. The removed tree branches will be picked up by the contractor. A notification will be sent to the homeowners via Facebook on how to repair those trees that were pruned. The other two subs were also impacted by the pruning of the trees in areas where road work was performed.
- The next PRRMA meeting has not yet been scheduled.
- The PRRMA FY-2020 3<sup>rd</sup> quarter payment was processed via "bill pay" from the HOA's checking account at Bank of America on September 20, 2020. Waldbauer learned from Watson that the payment was received made out to "The Charter Township of Canton" and not negotiable. Watson hand delivered a second replacement check to the township Treasurer's office. According to BOA representatives, an agreement between all local banks and the township require all electronic bill payments addressed to 1150 S. Canton Center Road to be made payable to the township. A second trial check is being processed.
- As a result, PRRMA did not receive the payment by its due date, September 30, and a late fee was charged. No decision to rescind the late fee has yet been made.

#### **ARCHITECTURAL REVIEW COMMITTEE (ARC):**

- Although roof work had been performed at Lot #41, 46756 Overhill, no formal request was made to ARC. J. Hegarty sent emails and postal letters to the homeowner on record.

#### **SUBDIVISION COMMUNICATION COORDINATOR'S REPORT:**

- J. Waldbauer announced the Go Daddy account is now up and operational. Emails are now being forwarded correctly to the Board.
- J. Waldbauer recommended that PVHA purchase a Zoom Subscription month to month for \$15.00 / month. A slight reduction is offered if an annual subscription is purchased, but we are unsure how long we will need to utilize Zoom calls.

**OLD BUSINESS:**

- Nothing to report

**NEW BUSINESS:**

- D. Watson to begin the process of issuing RFQ's for the 2020-2021 snow removal contract.
- Next month the Board will need to discuss the format for the November Annual Meeting. In addition, a discussion of outgoing and incoming Board members must take place.

**NEXT MEETING DATE:** Monday, October 12, 2020 (*Columbus Day*) HR Conference Room 7:00 PM  
(*Tentative pending the extension of the State of Michigan "Stay at home" order*).

**ADJOURNMENT:**

- ✓ *J. Hegarty motioned to adjourn at 8:11 PM. Second by M. Waldbauer. Ayes all present; the motion carried.*

Minutes respectfully submitted,  
Kevin Whitaker - Secretary