

HLA Board Meeting August 28, 2017
Minutes
Call to Order: 7:03 pm

Roll Call

<u>Present</u>			<u>Absent</u>
President Coan	Secretary Nafziger	Director Pirtle	Director Welsh
Vice Pres. Weir	Treasurer Waldorf	Director Cassatt	

Approval of Previous Minutes

Motion By: Director Pirtle Seconded By: Vice President Weir Vote tally: 5-0

Approval of Expenditures

Motion By: Vice President Weir Seconded By: Treasurer Waldorf Vote tally: 5-0

Treasurer's Report

All data presented is as of July 31, 2017.

The Total Cash Balance is \$912,734.92 and is made up of the following fund balances.

General Fund.....\$183,748.86
Lake Fund.....\$ 82,005.62
Road Fund.....\$357,522.85
Emergency Fund CD.....\$ 87,922.05
Lake Fund CD.....\$101,262.01
General Fund CD.....\$100,273.53

The outstanding receivables total is \$287,249.47, a decrease of \$79,222.14. The decrease primarily reflects road fund fees collected in July. For additional breakdown, please refer to the attached Balance Sheet.

The Year-to-Date Net Income is \$352,380.70 with Revenues of \$587,658.59 and Expenses of \$235,277.89. Please see the attached Profit and Loss Statement for further detail.

As for actual Cash details, for the month of July the cash deposits were \$88,168.07 and the cash expenditures were \$43,623.82. Additional report details are posted on the Heritage Lake website.

There were no unusual expenses in July.

The Finance Committee met August 18. The 2018 budget preparation was discussed. The input file has been distributed to board members. The board member's budget should be submitted prior to October for consolidation and review at the October board meeting. The mailing to the membership would need to occur immediately after the October board meeting and approved in the November or December board meeting.

Plans to verify and finalize tax IDs for the SSA were discussed.

One finance committee member has resigned and the committee is looking for additional members.

This concludes the treasurer's report for August 28, 2017.

Questions: None

President's Report

None

Committee Reports

Member Chaired

- **Conservation**
 - Dam has been mowed – the committee is pleased with the results.
 - Two sediments basins have been inspected with Jeff Miller – it may not be necessary to clean

Minutes

them this year.

- Fish stocking will occur in November. The State of Illinois no longer provides us with assistance and information on fish species stocking for the lake.
- Red-eared blue gill have been ordered for stocking to help eliminate sand fleas at the beach.
- Granular product has been purchased for weed control at the beach area of the lake.
- October 15th is the date scheduled for the lake draw-down.
- The valve for lake water out-flow will be closed on or around December 25th. This will end the draw-down.

Discussion from floor:

The main objective of the draw-down is to decrease the amount of chemicals/herbicides placed in the lake by inhibiting the growth of milfoil by exposing and freezing the roots during the winter months.

Will sand help control the weeds at the beach area? May need to apply more herbicide.

Could tractor pull weeds out? No, it is too soft and mucky now for a tractor to be in that area.

Could more structure/fish attractors be placed at the 10 – 20 foot level? (other than Christmas trees)

That has been done in the past and there is a map at the office that indicates where structure has been placed. Structure at dam area is a problem with swimmers at the docks. People continue to swim off the fishing docks even though signs are posted and no swimming is allowed in that area.

Residents may email Kurt Lemke with suggestions in regard to fish attractor placement and ideas.

- **Environmental Control**

- No report

- **Road Committee**

- Phase 1 ditch work is complete.
- Engineer and Chair Reed will soon inspect the roads to make sure everything has been done correctly to this date.
- 9 Stratford an apricot tree was hit accidentally by an excavator – apology given to the property owner by Director Cassatt.
- Sealcoat started today.
- May not be able to work tomorrow due to rain – may be Wednesday or Thursday weather dependent.
- Area on Summit that had been repaired is now rutted out – will address with engineer.
- By weeks end, all roads on list should be done except for the cul- de-sac on Essex which was removed from the seal coat plan this year. That circle will be tilled up and A3 will be placed on the surface.
- Essex, Brandy Greenbriar, Heritage Drive (section that was not repaired last year), North Roxbury, Summit, Stratford, Raleigh, Canterbury and Sherry will all be complete.
- Stage 2 of ditch work has been reviewed with the engineer; this includes Cornwall, Cheshire, Berkshire and Martinique. Most of the drainage issues will involve reconstructing the roads. The roads are lower than the ditches in many areas. The roads are too low and have a negative pitch. All the drainage issues will not be fixed this year but work will continue next year. There will also be a report with regard to culvert work on those streets.
- There are several very deep culverts on Cornwall. There will need to be riprap and erosion control work in these locations.
- Westminster has two culverts in very poor shape; the bottom is rusted out. An estimate for the cost of these repairs will be obtained.
- 24 Essex has no driveway culvert, there is a concrete driveway and the engineer did not see a need for a driveway culvert. The homeowner has requested a culvert. Reportedly, water runs down his driveway and washes out an area in his backyard. It is the Board's opinion that we will go with the engineer's recommendation. If the engineer does not recommend the need for a culvert and if the homeowner wants a culvert, then it is up to the homeowner to pay for the cost of installation and the culvert (total cost). Chair Reed will recommend a couple of contractors that HLA is using to the property owner. Chair Stokes will be advised of this situation.
- 10 Raleigh has parking pad issues. Director Cassatt will use his own equipment and resolve this issue.

Minutes

- There were areas where trees were removed to access a culvert during the ditch work process. Chair Reed has requested that if a tree needs to be removed, then HLA needs to be informed prior to any tree removal. It is the wish of the Board and Chair Reed that as many trees as possible should be left in place.
- May need to be more specific in the contract where debris from the trees and dirt should be placed.
- Chair Reed acknowledges receiving an email sent by Marvin Theobald late this afternoon. Mr. Theobald also sent the email to the Board. President Coan states that the email has been given to the appropriate people for answers to the questions he (Mr. Theobald) has raised.
- Approximately $\frac{3}{4}$ of the cold patch approved last month has been used. More will be needed to meet demand until the end of the year.

Director Pirtle makes a motion to approve up to \$1,000 for cold patch. Director Cassatt seconds the motion. Vote tally 5-0

- There is also a need for one additional day of spray patch work. No motion is needed because the spray patch is currently in the budget.
- The engineering expenses for 2017 are nearing the total amount budgeted – Chair Reed has spoken with Devon Birch and the following reasons were explained:
 - More work has been accomplished than originally planned for this year
 - Some items have taken more time than estimated; i.e. ditch work
 - Chair Reed and engineer will monitor to prevent an overage in the budget for this year.

Treasurer Waldorf requests a “flag” and notification to the Board if it appears we may go over the budget.

Director Pirtle expresses concern with regard to allowing the Road Fund to go to a zero balance. He believes money should be kept in the Road Fund for repair and maintenance of parking lots, cold patching and other on-going maintenance expenses. He suggests keeping an approximate \$100,000.00 in reserve.

Chair Reed has planned to carry-over funds for maintenance for 2018 and 2019 of approximately \$10,000.00 per year.

- **Finance Committee**

See Treasurer report

- **Social Committee**

- The Garage Sale is Saturday, September 9th. The Lodge is being made available for members who live off a main road. A St. Jude's group will also be setup in the Lodge (hosted by a member).
- The Poker Run is Saturday, September 16th. Information will be posted on the website tomorrow. The event will start at the Lodge between 5 and 6 PM. There will be four house stops and will finish at the Lodge. \$5 per hand. The top 5 hands will split the pot minus expenses.
- Rib Throw-down is October 7th.
- The Halloween Bonfire & Trunk or Treat is scheduled for October 28th.
- Considering a Movie Night at the Lodge on November 14th or 21st instead of football in November. The football night has not been well attended in the past.
- The annual Christmas party will be December 9th.

Board Chaired

- **Maintenance**

- New tires have been installed on the front of the one-ton truck and it was also aligned. It is now ready for plowing.
- Mowing and brush work is keeping staff busy.
- A special thanks to Noah Stanford, Arlo Walsh and Luke Brodahl for their help this summer. They did a very good job. Thanks also to the maintenance staff for working so well with them throughout the summer.

- **Office Org.**

- Patty Parmele is the new HLA Administrative Assistant. She brings a great amount of experience to HLA.

Minutes

- Patty's training is in progress. Janet Bremner has provided the main portion of Patty's training. Barb Waldorf, Nicole Shake and Shelli from Heinold Accounting have also helped. Thanks to all!
- We have changed the office hours to Monday 8-12, Wednesday 3-7, Thursday 3-7 and the first and third Saturday of each month, 9-11am. We will monitor office usage to determine the most convenient times for the members.
- Patty will be present at the September meeting.
- We have the new(rebuilt) laptop.
- **Pool & Lodge**
 - Pool – Due to cool weather the pool was closed one week early. Other than the last week, the pool season was very good.
 -
 - Lodge
 - The Lodge is doing well; no problems.
 - The final signs for the Frisbee golf course are in place and it is ready for action.
 - People are playing tennis.
 - There is a report of Pickle Ball starting as well.
- **Administrative & HR**
 - none
- **Building & Zoning & Security**
 - none
- **Outdoor Amenities**
 - The season is winding down.
 - The maintenance staff is doing a good job of keeping the beach clean.
 - A compliment was given by a member on the mowing at the campground and the dog park.
 - Restrooms at the campground were recently painted by Dave Sanford.

Question from the floor: Is there a new Heritage Lake maintenance shed in the campground?

No, the shed is on private property. Trees may be planted to separate the campground property from the resident's property and eliminate any egress.

Question: There is a goose with a broken wing hanging around here at the lake. Anything we can do?

If the goose can be caught, Wildlife Prairie Park has offered to take it for rehabilitation.
- **Website**
 - Will soon start WordPress training for Patty.
- **SSA**
 - September 15th is the end of the 60 day wait period for the SSA.

Unfinished Business

- Waste management options
 - No report

New Business

- None

Open Floor for Members

- Member Kennedy expresses concern over the amount of yard waste, trimmings and debris placed at the boat launch parking area to burn. A fire often smolders for a number of days and depending on the direction of the wind, the smoke and smoldering effects both him and his neighbors. He also has a concern that people from town and a lawn service business (Berges Tree Service) are dumping their waste on this pile. He requests that people wait until it is dry before they burn. He also suggests that some of this brush could be placed in the lake for structure/fish attractors.
- Another issue he discussed is the fact that he has witnessed people on the lake with a gasoline motor boat. He spoke to the individuals and told them gas motors are not allowed on the lake.

It was suggested to Member Kennedy that he try and take a picture or get a license plate number from these individuals.

Discussion among board members offered options of placing a camera in the area of the boat launch parking area and no longer allowing members to burn at the boat launch parking lot. Further options and discussion will continue.

- Member Hardy expresses concern with regard to the speeding vehicles on Kenton. He requests a speed bump to be placed on Kenton.

The Board discussion includes waiting until the roads are completed and asking Officer Davis to monitor that area and issue Tazewell County tickets instead of HLA tickets. Director Pirtle replies that this is a reasonable request and we will inquire about the cost of a speed bump.

Executive Session: 8:21 PM

Motion By: Director Pirtle Seconded By: Director Cassatt Vote tally: 5-0

Executive Session Adjournment: 8:35 PM

Motion By: Director Pirtle Seconded By: Director Weir Vote tally: 5-0

Meeting Adjournment 8:35 PM

Motion By: Director Pirtle Seconded By: Director Weir Vote tally: 5-0