

HLA Board Meeting July 24, 2017
Minutes
Call to Order: 7:00 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: Treasurer Waldorf Vote tally: 5-0

Approval of Expenditures

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

Treasurer's Report

All data presented is as of June 30, 2017.

The Total Cash balance is \$868,011.77 and is made up of the following fund balances:

General Fund.....\$219,679.45
Lake Fund.....\$ 81,675.44
Road Fund.....\$277,378.19
Emergency Fund CD.....\$ 87,877.57
Lake Fund CD.....\$101,194.47
General Fund CD.....\$100,206.65

The outstanding receivables total is \$366,471.61, an increase of \$153,249.00. The increase reflects road fund fees due July 1st. For additional breakdown, please refer to the attached Balance Sheet.

The Year-to-Date Net Income is \$417,068.10 with Revenues of \$585,182.07 and Expenses of \$168,113.97. Please see the attached Profit and Loss Statement for further detail.

As for actual Cash details, for the month of June the cash deposits were \$163,696.42 and the cash expenditures were \$18,830.73. Additional report details are posted on the Heritage Lake website.

There were no unusual expenses in June.

The Finance Committee did not meet in June.

This concludes the Treasurer's report for July 24, 2017.

Questions:

President Coan: Is there a cap on the emergency fund?

Treasurer Waldorf: Not that I am aware of.

President's Report

HLA will continue renting their office space from First Security Bank. We have a three year lease and pay \$300/month.

Committee Reports

Member Chaired

- **Conservation**
 - Spraying of lake chemicals has taken place
 - Exploring purchase of aquacide pellets for the beach area and other places that cannot be reached with the boat.
 - Rocks have been placed below the dam.
 - Mowing is going well.

- **Environmental Control**
 - Numerous requests for tree permits for dead ash trees.
 - Noticing numerous tree deaths in the subdivision. Birch and red maple trees along with others.
 - Will evaluate the large, dead, oak tree leaning over a resident's garage near the beach.
 - Driveway permit for 302 Westminster. Road Committee Chair Reed will check to see if that ditch is scheduled for work during the road reconstruction.
 - Report of teenagers starting the brush pile in the dam parking lot on fire. The resident who lives next to the lot extinguished the fire. The incident was reported to Deputy Davis. The Board may need to discuss if HLA maintenance should continue to use that area for brush burning or if another location should be sought.
- **Road Committee**
 - Working at #14 and #18 Stratford to correct erosion issues.
 - Concern with #17 Canterbury related to the sediment pond and electronic fence – will work with Maintenance Director Cassatt on this.
 - Some additional items added to ditch work contract. Has been discussed with the contractor and Director Cassatt.
 - Culvert at #32 Raleigh is undersized (8inch) and will need to be replaced.
 - Asked the engineer to evaluate Greenbriar to add to the contract for resurfacing.
 - Priority of next phase of ditch and culvert work is Cornwall Ave, Cheshire Drive, Berkshire Rd.
 - Temporary repairs on Hawthorne. Suggested to consult engineer with regard to the area of residences which is in very poor condition.
 - On Westminster (primary road area) there are two 2-inch culverts in very poor condition.
 - Request funds, \$5,000 for one day of spray patch sealing to prep roads for winter and next year.
 - Maintenance needs cold patch and request for \$1,000 for supply for the remainder of 2017.
 - Above requested funds are already in the budget so no motion needed.
 - Director Cassatt and Chair Reed will examine ditch at #22 Carlton as work was not finished.

From the floor: Concern was expressed with regard to the width and elevation of the roads and preventing water run-off.

Response: The elevation of the roads, in some areas, will be higher than current elevations to prevent water erosion and run-off. The engineer will be closely examining various areas to correct any issues.

- **Finance Committee**
 - See Treasurer's report
- **Social Committee**
 - Approximately 20 families at the pool party. The event went well and another one will be planned next year.
 - The Poker Run will be held on September 16th. It will start and end at the Lodge with 4 stops total. The Hoffman's and The Forney's will be hosting stopping points at their homes.
 - Next year hope to have a "Land and Sea" poker run to include homes on the lake.
 - An accounting for monies taken in and spent will be submitted for this event and any other event when HLA funds are being used to support/provide the event.
 - Committee Chair Shake has developed an accounting form to submit for each event.
 - The Chili Cook-off pays for itself and no HLA funds are used.

Board Chaired

- **Maintenance**
 - Staff has been busy and "thank you" to Dave Sanford for his extra efforts in getting signs posted.
 - The plywood underneath the Pavilion needs repair and will most likely be addressed when weather is cooler.
 - The one-ton truck has been inspected and needs repair. The work to be done will include two new tires, an alignment, and front end work. This is the truck that is used to plow snow as well as other jobs.
 - The high school PT employees will soon be done working for the summer and returning to school.
 - Request from resident with regard to the west entrance and the grass along the roadside

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obscuring any oncoming traffic. Maintenance will address and weed along that area.

- **Office Org.**

- Tara Raleigh will be leaving July 27th. Secretary Nafziger recognizes the good job she has performed for HLA.
- 6 applications have been received for the administrative assistant position. Five of the applicants will be interviewed. Interviews are scheduled for the week of July 24th.
- We received our new desk top computer.

- **Pool & Lodge**

- Great pool season. The pool has not been closed a single day.
- The diving board is broken and a replacement has been ordered.
- The existing stand will be powder-coated and re-used.
- The Lodge is frequently being used.
- Frisbee golf coming this month. The signs are up.

- **Administrative & HR**

- No report.

- **Building & Zoning & Security**

- No report.

Comment from the floor with regard to a green Kia vehicle that has frequently been in the subdivision. The man who drives the car has been soliciting door to door. They have a permit to be in Mackinaw but not at HLA. There have been several complaints with regard to this person and he has been told that he may not solicit at HLA but he persists. Treasurer Waldorf will contact the Village office and inquire about wording to be placed on the Village permit that clearly states that the permit is for Mackinaw only and not HLA. Deputy Davis will be contacted with regard to this vehicle and person.

If residents have an issue they should call 911 or if it is a non-life threatening event, they should call the Tazewell County non-emergency number.

- **Outdoor Amenities**

- Request to order pellets for weed control in the lake beach area.

Motion for \$1,000 to purchase stock-pile chemical pellets to use as needed for lake weed control. This is a lake fund expense.

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

- TelStar Communications has donated two large outdoor grills to HLA for use at the beach area.

- **Website**

- No report.

- **SSA**

- Bond interest rates discussed at meeting one week ago and 60 days has been reset.

Unfinished Business

- Waste Management Options
 - No report
- Road Committee Additional Expense
 - None

New Business

- None

Open Floor for Members

- President Tim Coan recognizes Member Gary Patton to speak.
 - This is with regard to a letter from the HLA Board dated June 29, 2017 that he received on July 5, 2017.
 - The letter states that a shed located on his property is in violation of HLA CCE & R's Sections 2, 4 and 5.

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The letter further states that the utility shed is to be relocated, at his expense, no later than July 12, 2017 in order not to impede the scheduled ditch work. The letter further states that Mr. Patton is to contact an HLA Environmental Control representative for approval of a new location site.

- Member Patton contacted ECC Chair Rick Stokes and Director Cassatt upon receipt of the letter and explained that he was leaving for vacation and would not be able to move the shed by the July 12th date.
- After speaking with Mr. Miller, it is Member Patton's understanding that the current placement of his shed will not interfere with ditch work.
- He is also upset with the short length of time he was given from the time of receipt of the letter and the date in which he was to have his shed moved.
- Director Cassatt explained at the time the letter went out, it was not known for certain that the shed would impede work however the Board believed that the shed is located too close to the street and in the HLA right-of-way.
- Mr. Patton questions if retroactively, the Board will go back and examine all the sheds/buildings that may be in violation. He states that none of his neighbors have a problem with his shed.
- He questions if there is going to be any road built in the area of his shed in "the wood line".
- He shows pictures from 1998 that indicate where the cul-de-sac was at that time as well as the "grass line". He states that the grass line is still there.
- Director Weir states that he hopes that during the road project that all of the neglected right-of-ways will be cleaned up.
- Ditch drainage has also been an issue. It is difficult to know where the actual road edge is located due to the amount of sediment that has accumulated on the cul-de-sac.
- Treasurer Waldorf apologizes for the short notice given for the shed removal.
- Director Weir spoke with Member Patton via phone on July 6th with regard to this matter.
- Director Weir's concern is this shed and any other shed being placed on the Heritage Lake right-of- way.
- Director Weir also states that the amount of notice given to Mr. Patton for relocation of his shed was too short and he asks what a fair amount of time to move the shed would be.
- Mr. Patton is unsure where he will be able to place the shed on his lot due to the lack of level areas on his property. It will be necessary for him to build a platform on which to place his shed.
- Director Cassatt has offered machinery and help relocating the shed along with Director Pirtle and others.
- Director Pirtle also apologizes for the timing of the letter and asks Member Patton to please work with HLA in good faith and find another spot for his shed that is not on the HLA easement or property. Member Patton states that he will need to "build something" for the shed.
- The Board asks that Member Patton please move forward and prepare to relocate his shed.
- Member Patton believes the Board should have more consideration for residents.
- Member Patton is also advised to bring to the Board's attention, any other building on HLA property.

Chair recognizes Member Burdette:

Member Burdette expresses being tired of people trespassing on the roads, people fishing who are not members, people who do not have stickers using the amenities. Why are the rules not being enforced?

Warning notices are being placed on windshields of cars and board members are working with Officer Davis to try and enforce HLA rules.

Officer Davis is noting license plates of cars without stickers.

Chair recognizes member to speak:

Member questions funding of maintenance for the roads once the road project is complete?

The plan that is being put into place provides for maintenance of the roads for twenty years.

Does the maintenance funding cover parking lots?

No.

Director Weir apologizes for losing his temper during the meeting.

Executive Session - None

Motion By:

Seconded By:

Vote tally:

Executive Session Adjournment

Motion By:

Seconded By:

Vote tally:

Meeting Adjournment 8:38 PM

Motion By: Director Pirtle

Seconded By: Director Cassatt

Vote tally: 5-0