

HLA Board Meeting April 24, 2017
Minutes
Call to Order: 7:04 pm

Roll Call

<u>Present</u>			<u>Absent</u>
President Coan	Secretary Nafziger	Director Pirtle	
Vice Pres. Weir 7:08	Treasurer Waldorf	Director Welsh	
		Director Cassatt	

Approval of Previous Minutes

Motion by: Director Pirtle Seconded by: Director Welsh Vote tally: 6-0 (Minutes from Annual Meeting)
 Director Pirtle Seconded by: Treasurer Waldorf Tally: 6-0 (Minutes post-Annual Meeting)
 Director Welsh Seconded by: Director Waldorf Tally 6-0 (Minutes March 27, 2017 Board Meeting)

Approval of Expenditures

Motion By: Director Waldorf Seconded by: Director Welsh Vote tally: 6-0

Treasurer's Report

All data presented is as of March 31, 2017.

The Total Cash Balance is \$758,524.60 and is made up of the following fund balances:

General Fund.....\$186,104.32
Lake Fund.....\$ 84,986.96
Road Fund.....\$198,333.43
Emergency Fund CD.....\$ 87,833.59
Lake Fund CD.....\$101,099.26
General Fund CD.....\$100,167.04

The outstanding receivables total is \$238,169.66, a decrease of \$86,922.50. For additional breakdown, please refer to the attached Balance Sheet.

The Year-to-Date Net Income is \$171,084.58 with Revenues of \$250,340.69 and Expenses of \$79,256.11. Please see the attached Profit and Loss Statement for further detail.

As for actual Cash details for the month of March, the cash deposits were \$84,392.14 and the cash expenditures were \$47,173.44. Additional report details are posted on the Heritage Lake website.

There were no unusual expenses in March.

The Finance Committee met April 10. Aging schedules and CD terms were reviewed. Road Fund financing was discussed. Final engineering estimates are consistent with those presented at the Annual Meeting. The Finance Committee also discussed the importance of timely tracking and monitoring of the expenditures. They will develop a tracking spreadsheet for the road expenditures and cash flows.

This concludes the Treasurer's Report for April 24, 2017.

Questions: None

President's Report

None at this time.

Committee Reports

Member Chaired

- **Conservation**
 - Received invoice for secondary structure for dam – have not received plans yet. Request for copy of the plans has been submitted.
 - Sediment basin Number 1 at the end of Raleigh Drive - silt is dug at the end of the season and the cleanups will be performed in early May. Grass will be planted in this area.

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- Mowing along the back side of the dam will occur in June, July and September this year.
- As a requirement of the 2016 dam inspection, large limestone rocks will be placed to make a basin in the energy dissipater area.
- Possible tile placement at the south of end of the dam where trees have a tendency to grow. This will allow water to flow into the dissipater.
- Matt Berkseth has resigned his spraying duties due to moving out of state. Rodney Stickrod has volunteered to receive training and certification for lake spraying.
- Bids will be sought from three vendors for professional lake spraying as well, in the event an alternative option is needed.

- **Environmental Control**

- 5 Tree Permits issued:
 - 629 Heritage Drive
 - 7 Kenton Drive
 - 307 Brandy Drive
 - 125 Heritage Drive
 - 6 Carlton Drive
- 2 Fence Permits:
 - 222 Westminster Drive
 - 807 Heritage Drive
- 1 Pool Permit
 - 1 Bradford (pending)

Questions were raised about the homeowner who last summer built a large, metal shed on the back of his property; the property is adjacent to the campground. Access to this shed during construction and at the current time is being gained through the campground. The owner and the contractor were advised in writing and verbally that they were not to drive through the campground to exit and enter the building, however, it continues. Discussion with regard to a fine against the homeowner, payment by the homeowner to repair the damage to the campground, and construction of a fence or some barrier to prevent further abuse and damage were discussed. Further investigation into this matter will be conducted.

- **Road Committee**

- There were two reported weight limit violations for the roads during the month. Follow up is required.
- Post road weight limits on the website each December to remind residents of the limits and to advise that fines will be issued to those in violation. There will be no exceptions.
- If a resident is expecting a delivery during the time when weight limits are in effect, it will be the resident's responsibility to inquire what type of truck will be delivering their item to insure the delivery truck is within the weight limit restrictions.
- Three new highly visible weight limit signs will be ordered. They will be placed at all three entrances.
- A list from the engineering team detailing the ditch work that will be performed this summer will be available and posted within the next two weeks.
- Will review the amount of ditch work in the plan. The amount of work may exceed what our local contractors can accommodate. The ditch work project may need to be performed by two contractors.
- Letters and a web post with regard to the plan for the ditch work will be prepared. Residents will be advised that if their driveway culvert is obstructed, damaged, undersized or nonexistent, the homeowner will be charged for the culvert with HLA performing the work.
- Drainage of water on our roads is critical to maintain the roads.
- Seal coating will be performed mid -July or early August. The roads are as follows: Heritage Drive between Thornton Dr. and Strawberry Lane, A1 and A2 resurfacing on Brandy Drive between the Lodge and Brandy Lane, the north side of Roxbury, Canterbury, Sherry St., Summit Dr., Stratford St., south end of Essex Ave., Raleigh and Westminster (curve to cul-de-sac).
- Bore and core samples by Ramsey engineering will be performed. This will strengthen our engineering plan and answer some questions that came up during previous core sampling.
- Austin Engineering has notified the County as a courtesy.
- Also during 2017, culverts may be replaced at the corner of Brandy and Greenwood, the corner of

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Sherry and Canterbury, and one on Stratford. The culverts will be inspected before any work is done; replacement and/or repair will occur only if needed.

- A culvert on Cornwall Ave. plugs on the inlet and drains slowly – received a complaint from a homeowner. The inlet of the culvert will be cleaned out. Bids for this work will be gathered by the Road Committee. Approximately \$3,000 is needed for this project. Trees may need to be removed from this area as well.

Motion by: Director Pirtle to allow up to \$4,000 for culvert, tree removal and other necessary work in this area Cornwall Ave. area. Director Weir seconded. Vote tally 6-0.

- A cash flow analysis has been updated for the engineers.
- The Finance Committee is assisting with the cash flow.
- **Finance Committee**
 - See Treasurer's Report
- **Social Committee**
 - Garage sales are this weekend (rain or shine).
 - The newsletter will be sent with the Road Fund bills.
 - A "poker run" is being planned for this summer. More details to come.

Board Chaired

- **Maintenance**
 - Overhead door on the maintenance building has been repaired and works well.
 - Maintenance has been performed on the mowers.
 - Cold patch is being applied to roads.
- **Office Org.**
 - The Road Fund bills will be mailed the week of May 15th. The newsletter will be enclosed with the bills.
 - Any Board member wishing to submit an item for the newsletter may do that by contacting Nicole Shake.
- **Pool & Lodge**
 - Areas of patching on the pool will be repainted.
 - An electrician has moved a fuse box into the lifeguard shed.
 - Working on Frisbee golf course – sign posts will be installed.
 - HLA is beginning to receive applications for lifeguards.
 - The high school will send volunteers to work on areas around the pool as a community service.
 - The pool will be filled one week to ten days prior to Memorial Day.
 - Suggestion to install lights on exterior beams of the Lodge. No decisions made on exterior Lodge lighting.
- **Administrative & HR**
 - None
- **Building & Zoning & Security**
 - None
- **Outdoor Amenities**
 - The water is on at beach house; it has been cleaned and stocked.
 - The campground will be prepared soon.
- **Website**
 - Develop a FAQ section with regard to the SSA and Road project.
 - Suggestion to have an actual "Home Page".

SSA

- At the Tazewell County Board meeting on March 29th, the Executive Committee approved the SSA for Heritage Lake and the vote then went before the full Board. The Tazewell County Board approved the proposal with a vote tally of 27-0.
- Attorney Bob Brown has been in contact with the Bond Counsel and he is going to speak with three banks.
- A Public Hearing will be held on May 31, 2017 at the Tazewell County Justice Center for the proposed SSA.

Unfinished Business

- Waste Management
 - Director Welsh has been researching this subject and has talked to Peoria Disposal and Neville Trucking.
 - A list will be developed with HLA “wants” and requests of HLA.
 - Recycle containers, a large item recycle day and an electronic recycle day are some of what we are requesting.
 - Suggestion by Director Pirtle for a sub-committee to be formed, develop a plan and then return to the HLA Board with proposals. Director Welsh and Treasurer Waldorf will work on this topic.

New Business

- None at this time.

Open Floor for Members

- Question - Has Ameren been contacted and have they given us any feedback to whether they are going to pay for damages to our roads?

Answer - President Coan: “They have been contacted and nothing has been agreed to yet.”

Executive Session 8:42PM

Motion By: Director Pirtle

Seconded By: Director Welsh

Vote tally: 6-0

Executive Session Adjournment 8:58PM

Motion By: Director Pirtle

Seconded By: Director Weir

Vote tally: 6-0

Meeting Adjournment 8:58PM

Motion By:

Seconded By:

Vote tally: