

Call to Order: 7:02 PM

Roll Call

<u>Present</u>		<u>Absent</u>
Vice President Weir	Director Cassatt	President Coan
Leeann Welsh	Barb Waldorf	Director Pirtle
		Secretary Nafziger

Approval of Previous Minutes

Motion By: Director Welsh

Seconded By: Treasurer Waldorf

Vote tally: 3-0

Approval of Expenditures

Motion By: Treasurer Waldorf

Seconded By: Director Welsh

Vote tally: 3-0

Treasurer's Report

All data presented is as of January 31, 2018.

The Total Cash Balance is \$646,769.74 and is made up of the following fund balances:

General Fund.....	\$116,660.69
Lake Fund.....	\$102,427.14
Road Fund	\$125,151.53
Emergency Fund MM.....	\$100,568.42
Lake Fund CD	\$101,477.24
General Fund CD	\$100,484.72

The outstanding receivables total is \$172,608.74, a decrease of \$20,007.92. For additional breakdown, please refer to the attached Balance Sheet.

The Year-to-Date Net Income is \$-11,586.60 with Revenues of \$2,503.17 and Expenses of \$14,089.77. Please see the attach Profit and Loss Statement for further detail.

As for actual Cash details, for the month of January the cash deposits were \$22,670.25 and the cash expenditures were \$19,184.14. Additional report details are posted on the Heritage Lake website.

There were no unusual expenses in January.

The Finance Committee did not meet in February. Association assessments were mailed in January and are due March 1.

This concludes the treasurer's report for February 26, 2018.

President's Report

No Report

Committee Reports

Membership Chaired

- **Conservation**

- Preparing Conservation presentation for Annual Meeting

- **Environmental Control**

- Paper work submitted and \$2,000 fee for lots 121 & 122 have been paid. No construction will start until after April 15, 2018
- Received a request for a garage addition on an attached garage at 213 Heritage. No action needed by Heritage Lake Association other than required Tazewell County permit.
- Added a notation on website denoting that a Tazewell County Permit is required for deck construction. Any permit construction needs a Tazewell County Permit.

- **Road Committee**

- Planning for 2018 road work.
Shawn Cassatt and Co-Chair Reed met with engineer along with 2 members of the Tazewell County Highway Department and reviewed areas where ditches are a major issue.
- Need to get the bid out as soon as possible. Final bid approved by the Tazewell County Board meeting on April 25th. Advertisement for bidding will start on March 30th
- At the February 14th meeting the agreement for the Phase II engineering services was reviewed approved.
- Austin Engineering, our previous engineer, was selected through the County process.
- The list of property owners was reviewed and certified.
- The total tax this year, per member is \$693.51 and will vary year to year depending on actual expenditures and how much was collected. This will be reflected in the real estate tax bills.
- Previously the County engineering office thought they would do the Phase III engineering. Some concern on whether or not the County would stick to a set price.
- Tazewell County would not be liable for work performed if they are chosen to perform the Phase III engineering work.
- Moving forward we will send it out to bid for an engineering firm outside the County.
- Engineering dollars spent through the planning of the SSA until December 12, 2017, was \$10,690.07, less than expected.
- There are no past expenses from the last 5-10 years. Heritage Lake all expenses to date.
- New expenses will be incurred as the project goes on because the County has to approve the plans.
- Attorney Brown's expenses approved for \$350 for County Administrator, tax assessments, and for consulting with an attorney who was representing a member at the lake. Sent response to Attorney Brown, that if he was to consult with members at Heritage Lake the SSA will not pay for that.
- Treasurer Waldorf suggested that tax ID parcel numbers and dollar amounts be posted on website without names for members to check to assure they are correct.
- Going forward the Tax Id list needs to be ready by December 31 of each year. Board will approve list in January and approved by Commission in February.
- Co-Chair Reed will discuss with the County on receiving updates when property ownership changes.

Minutes

- **Road Weight Limits**
 - Received report PDC truck with roll-off over limits.
 - Member requested to move motor home weighing 17,000 lbs.
 - Director Cassatt discussed issue with member
 - Director Cassatt is drafting warning tickets
 - Co-Chair Reed will discuss recommended weight limits with County engineering and our engineering firm to help set regulations and set rules.
 - Co-Chair Reed recommended that we clarify rules and regulations for weight limits.
 - Treasurer Waldorf recommended that a date for rules and regulations for weight limits be set by October 1st before January 1st date.
- **Finance Committee**
 - No report.
- **Social Committee**
 - See attached report from the Chili cook-off.
 - Easter egg hunt date is being determined.
 - Shooting for March 24th in the afternoon after annual meeting (if acceptable to the board) or March 25th (Sunday) in the afternoon.
 - Adult game night was cancelled due to lack of participation.
 - Garage Sale will be May 5th, and first Saturday in May from now on. Registration will be free and all online, more information will be sent to Administrative Assistant to help members who don't have internet. No ads will be placed in papers, the price for group/neighborhood sales has made that prohibitive. Individuals are welcome to place their own ads. Information will be posted on HLA website and Facebook, and local Facebook groups.
 - A Spring Poker Run is in planning stages.
 - A lake season kick-off is on planning stages for Memorial Day Weekend at the beach.

Board Chaired

- **Maintenance**
 - Will be filling secondary road potholes after March 8th.
 - Additional work in March cleaning up rock and debris from snow plows
 - Service starting on mowers
 - Maintenance crew is asking to remove the split rail fence in front of the bank on Fast Avenue.
 - Director Cassatt was contacted by Bobby Kellum, coordinator for the Dee-Mack Football Team Spring Cleanup for donation. Director Cassatt recommended a \$250 donation for the football team for various projects to be named.
- **Office Organization**
 - The office is in Annual Meeting preparation mode. The documents have been sent to Attorney Brian Mooty for review and the HLA vehicle stickers have been ordered.
- **Website:**
 - The SSA Commission meeting minutes are being posted on the HLA website.
- **Pool & Lodge**
 - No report.

- **Administrative & HR**
 - No report.
- **Building & Zoning & Security**
 - No report
- **Outdoor Amenities**
 - Director Pirtle will call plumber to open bath houses in 2 weeks
- **Website**
 - The SSA Commission meeting minutes are being posted on the HLA website

Unfinished Business

- **Road Committee Additional Expenses**
 - None
- **Waste Management Options**
 - Director Welsh we have received requests for recycling. Director Welsh contacted Waste Management, PDC and Neville
 - PDC refused to provide a bid
 - Neville is present at tonight's meeting
 - Waste Management did give opportunity for recycling, service costs would be \$35-\$45 a month per person. They can offer a 35 yard bin, but there is a requirement for a concrete floor and fence which adds cost.
 - The recycling bin in Mackinaw is funded by the County. Members can use the recycling bin in Mackinaw.
 - Neville is willing to help but there will be a cost and can't be done on individual basis, everyone would be charged
 - Possibility of a "Junk Day" or "Spring Cleaning Day" both companies could provide this service but cost would be \$5,000 - \$6,000 for one day to have 7 – 8 dumpsters. Same charges as what Mackinaw pays.
 - There are weight restriction issues. All of Heritage Lake takes 2 full trucks does not matter if we split into 2 days
 - Neville's will make extra pickup, but member needs to call Neville prior to pick-up and they will charge accordingly.
 - Director Welsh will work on extra pickup announcement for HLA website and Facebook.
- **2018 Annual Meeting**
 - Working on updating member information and vehicle sticker forms. If possible, will include with ballots.

New Business

- None

Open Floor for Members (MEMBERS PLEASE SIGN IN) 3 minute time limit

- Member Kennedy: Is there a fee for garage addition?

Minutes

- Executive Session:** pm

Motion By: _____ Seconded By: _____ Vote tally: _____

Motion By: _____ Seconded By: _____ Vote tally: _____

Motion By: Director Leeann Welsh Seconded By: Director Waldorf Vote tally: 3-0