

November 27, 2017
Heritage Lake Association Board Meeting
Call to Order: 7:05 PM

Roll Call

Present:
President Coan
Vice-President Weir
Secretary Nafziger
Treasurer Waldorf
Director Pirtle
Director Welsh
Director Cassatt

Approval of Previous Minutes

Motion by: Director Pirtle Seconded by: Treasurer Waldorf Vote Tally: 6-0

Approval of Expenditures

Motion by: Treasurer Waldorf Seconded by: Director Cassatt Vote tally: 6-0

Treasurer's Report

All data presented is as of October 31, 2017.

The Total Cash Balance is \$837,508.99 and is made up of the following fund balances:

General Fund.....	\$127,850.62
Lake Fund.....	\$ 96,483.36
Road Fund.....	\$323,589.01
Emergency Fund CD.....	\$ 87,922.05
Lake Fund CD.....	\$101,262.01
General Fund CD.....	\$100,401.05

The outstanding receivables total is \$227,152.51, a decrease of \$7,510.11. For additional breakdown, please refer to the attached Balance Sheet.

The Year-to-Date Net Income is \$175,409.42 with Revenues of \$635,228.48 and Expenses of \$347,436.78. Please see the attached Profit and Loss Statement for further detail.

As for actual Cash details, for the month of October the cash deposits were \$29,005.77 and the cash expenditures were \$99,146.77 Additional report details are posted on the Heritage Lake website.

There were no unusual expenses in October.

The Finance Committee did not meet in November. The 2018 proposed budget was mailed to members along with their current statement of accounts. Members with outstanding balances of \$500 or greater and more than 120 days late were reminded that the account will be sent to collections.

This concludes the Treasurer's report for November 27, 2017.

President's Report

None

Committee Reports

Member Chaired

- **Conservation**
 - The committee has acquired two new members.
 - Will consult with Jeff Miller about cleaning the sediment basins prior to January 1, 2018.
- **Environmental Control**
 - Three tree permits: Yorkshire, 31 Raleigh (electrical line issues), 25 Windsor (dead Ash tree).
 - 122 Canterbury requested \$2,000 environmental impact fee waiver, request denied; still waiting for submission of paperwork for tree removal; all paperwork has been requested to be submitted ASAP.

Board approval was granted to Committee Chair Stokes to delay issuing the building permit for 122 Canterbury until the \$2,000.00 environmental impact fee is paid. In addition, the builder and homeowner must observe January 1 road weight limit restrictions. Weight limits will be enforced as of January 1, 2018. The homeowner is responsible for any fines.

- Two complaints with regard to neighbor disputes. These were resolved verbally.

Road Committee

- Phase 2 ditch work is complete.
- Much of the ditch work consisted of work on Martinique, Cheshire and Cornwall. Three culverts on Cornwall were cleared and had rip-rap applied. All has been seeded and a drop-culvert drainage system has been installed near Sandy Beach. Total for this work was \$53,000.00
- Culvert 17 and 18 that cross Heritage Drive near Sandy Beach are complete. These are additions and were not part of the original contract. Savings from the culvert line was utilized for this additional work. Total cost for the work was \$31,000.00
- The inlet was identified for Culvert 17 and it now has a new inlet (moved the inlet) and it is concrete. The old inlet was completely rusted and no longer functional. The outlet for Culvert 17 has also been dug out and rip-rap will assist with curtailing erosion.
- The Culvert 18 inlet has been dug-out several times in the past. Rip-rap has been added to it. The engineer will monitor this culvert closely.
- Culvert lining for two small, rusted culverts on Westminster will be the last large project for 2017. Work will start next week.
- Based upon new core samples, the engineers have been asked to develop a revised plan for 2018. Austin Engineering has that plan in progress.

- Discussion has begun with the County with regard to engineering, plans and interaction with the newly formed SSA Commission.
- At the end of 2017 there should be approximately \$100,000.00 remaining in the Road Fund.
- Administrative Assistant Patty Parmele will have Chair Reed review any incoming road work invoices before they are sent to the Board for payment.
- Road weight limit signs are currently being manufactured and will be posted on 10-foot posts.
- **Finance**
 - No November meeting.
- **Social**
 - No report.

Board Chaired

- **Maintenance**
 - Road shoulder cutting
 - Year-end amenity clean-up is occurring with mowing the leaves for mulch and picking up sticks.
 - Plows are ready to go.
- **Office Org.**
 - Office is running well.
 - The printer experienced some problems but Rich Sharp has repaired it and it is currently working. Any further costly issues and a new printer may need to be purchased.
 - The December meeting has been scheduled for the 18th of the month.
- **Pool & Lodge**
 - Pool
 - Lodge – new outdoor lighting installed
- **Administrative & HR**
 - No report
- **Building Zoning & Security**
 - No report
- **Outdoor Amenities**
 - The lake valve was reopened due to large amount of rain received. Director Pirtle noticed only a small amount of water draining after he opened the valve. Member Theobald donned his scuba gear, went into the water and discovered a rock had lodged itself in the pipe. He removed the rock and also raked out leaves and silt so the pipe now has excellent flow. A big thank you to Member Theobald for his efforts.
- **Website**

- All the financial information and meeting minutes for 2017 have been loaded onto the HLA site.
- **SSA**
 - There is an upcoming meeting with County Engineer Craig Fink and other committee members to determine how the SSA Commission and process will work in 2018.
 - A vote was taken on the tax levy and a contract was signed for the ordinances at the previous meeting.
 - The HLA member and parcel list was submitted to the County. A review of the list is ongoing. The list submitted will be used for the 2018 tax levy. The list to be used for the 2019 tax levy will be voted on by the SSA Commission at their February 2018 meeting.
 - Treasurer Waldorf will be responsible for overseeing the HLA member and parcel list (tax levy list) and any needed corrections. Any corrections to the current list will need to be submitted ASAP.
- **Unfinished Business**
 - Waste Management – hope to meet with several companies and discuss pricing, a yearly bulky waste day and a yearly recycling day.
- **New Business**
 - The 2018 Annual Meeting will be held on March 24, 2018.
 - If needed, the Reconvene Date has been set for April 28, 2018.
- **Open Floor**
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Executive Session: 8:20 PM

Motion By: Treasurer Waldorf Seconded By: Director Pirtle Vote Tally 6-0

Executive Session Adjournment: 8:28 PM

Motion By: Director Pirtle Seconded By: President Coan Vote Tally 6-0

Meeting Adjournment: 8:27 PM

Motion By: Treasurer Waldorf Seconded By: President Coan Vote Tally: 6-0