

Heritage Lake Association
Board of Director's Meeting
April 23, 2018

Call to Order: 7:00 PM

Roll Call:

Present		Absent
President Coan	Vice President Pirtle	Director Welsh
Director Walker	Treasurer Waldorf	
Director Cassatt	Secretary Nafziger	

Approval of Minutes:

Motion by: Treasurer Waldorf Seconded by: Director Walker Vote tally: 5-0

Approval of Expenditures:

Motion by: Director Pirtle Seconded by: Treasurer Waldorf Vote tally: 5-0

Treasurer's Report:

All data presented is as of March 31, 2018.

The Total Cash Balance is \$788,867.31 and is made up of the following fund balances:

General Fund..... \$268,893.03
Lake Fund..... \$104,576.97
Road Fund..... \$112,679.64
Emergency Fund MM..... \$100,609.07
Lake Fund CD..... \$101,550.92
General Fund CD..... \$100,557.68

The outstanding receivables total is \$245,182.49, a decrease of \$94,067.40. This decrease reflects the annual assessments due on March 1. A reminder was posted March 23 and late fees were added to all accounts not paid by April 1. For additional breakdown, please refer to the attached Balance Sheet.

The Year-to-Date Net Income is \$205,773.05 with Revenues of \$265,031.29 and Expenses of \$59,258.24. 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 \$112,320.42 and the cash expenditures were \$11,550.48. Additional report details are posted on the Heritage Lake website.

There were no unusual expenses in March.

The Finance Committee met April 10 and Pat Kennedy was welcomed as a new member. The collections process and fee responsibility for unpaid assessments was discussed. Garbage collection and the impact on roads was also discussed.

This concludes the Treasurer's report for April 23, 2018.

Questions: None

President's Report:

None

COMMITTEE REPORTS

Membership Chaired

- **Conservation Committee**

- The dam clean-up day on April 14th went well. Six football players from Dee-Mack High School, along with a school representative, participated in cleaning the north (back) side of the dam. The area looks very good and their help was greatly appreciated.
- The spring and summer schedule is on track.
- HLA member has talked with Director Cassatt about the sediment basin on Raleigh Drive and silt being left in that area; more water is observed gathering and sitting on the property. Committee Chair Lemke will contact the property owner to discuss the matter further.

- **Environmental Control Committee**

- Committee met with Glen Frank (builder) and Litwiller Excavation on new house being built on lot #122 Roxbury. All setbacks ok, silt fence installed, ground broke on 4-16-18. Silt fence will stay in place until all ground cover is growing.

3 Tree Permits:

6 Thornton
216 Heritage Drive
43 Kenton Street

1 Shed Permit:

39 Roxbury

- All new or replaced culverts need to be approved first by E.C.C. or Road Committee.

- **Road Committee**

- Ditch contract plans were sent out for bid/ bids were returned and the Commission voted on the winning bid on April 19. The bid will next go to the Tazewell County Board for approval. Five bids were returned, most were underneath the estimate and the selected bid was \$100,000. below the estimate. The highest bid was 2 ½ times the estimate. Of the four bids that were not significantly over the estimate, three of the four did not return forms that were required as part of the contract and one of the four included the correct forms, but bid traffic control as an included item, rather than as a separate bid. Discussion was held on best to handle these issues and the Tazewell County State's Attorney was included in the discussion. The approval went to the lowest bidder although this bid includes traffic control as a built-in cost rather than as a separate line item.
- Letters will be sent to the entire membership giving general information with regard to the road project, and to specific members pertaining to work being done in their property area.
- The final plan will be ready and go out for bid on April 30, 2018. The bids will be opened on May 21st and approved at the May County Board meeting.
- Ditch work will occur in May and June.
- Road work will occur in July and August with some carry over into September.
- Speed "bumps" will occur after the roads are seal coated.

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- Speed “humps” are recommended on reconstructed roads (roads that are going to be torn up). “Humps” are more aggressive to people who drive fast.
- The speed bumps on the resurfaced roads will remain.
- King Richard culvert – HLA will pay for the culvert in this specific instance.
- Property tax bills have been mailed by the County and they have been updated online. The bills list Heritage Lake SSA. It is also listed as “drainage” on the bills.
- It is recommended that an “approval form” from the Board be drafted and issued to the contractors on site this year. The forms will be placed in the contractor’s windshield and will provide proof of permission to be on HLA property. The contractors will also be provided a phone number to call in case of an incident or question while working on HLA property.
- As of today, there are “traffic counters” on the roads throughout HLA and, reportedly, throughout the County. It has not been determined who placed them or why they are present. They are not related to the road project and have not been placed by Tazewell County. Chair Reed will find out who has laid them on HLA roads and request they be removed since HLA is a private subdivision.
- If any member has medical needs, and limited access to their home is going to be a problem, please notify the office.
- Parking may be an issue with the road reconstruction. The road contractors are required to place door hangers on the resident’s doors 48 hours prior to the time they will be working on that road. They are also required to set out “No Parking” signs 24 hours prior to work being done.
- Parking may need to be handled on a street-to-street basis.
- Some ditch work materials will be stored on old Sandy Beach.
- Parking will be an issue this summer.
- The contractors are obliged to keep the road closings to a minimum during construction.
- Austin Engineering will be working for HLA during all three phases of the road project, this was decided during the last SSA Commission meeting.
- \$42,745 of engineering expense has been paid through the SSA which was approved during the last SSA Commission meeting.
- The engineering plans will be posted on the website and available at the office after the County Board approves the contract.
- Member expresses concern about any ditch work being done at his residence at the corner of Thornton and Heritage Dr. Director Cassatt and Road Chair Reed will meet with the member to discuss his concerns.

Social Committee

- The report from the Easter egg hunt is attached. Due to the snow and rescheduling, turnout was less than usual. Donations from this year were used to purchase some baskets for next year, but will not cover the typical need. A bigger and earlier push for candy and prize donations will need to be made for next year’s event.
- Garage Sales are May 5th.
 - An online map that members can add their own sale to have been created, and instructions are being sent out when requested from hlagaragesale@gmail.com.
 - Ads will be posted in Facebook groups and on Craigslist. If you have access to another free source to post an ad, please contact HLAGaragesale@gmail.com for a copy of the ad. Local papers have changed their charging structure for neighborhood sales, making it a too expensive of an option for what we get out of it.

- Signs will be placed at major intersections on April 28th (they are generic and say “This Saturday” so have to go out after the Saturday before.
- Is there any chance of getting the Beach restrooms open by then?
- Land & Sea Poker Run is in the planning for Early June
 - A combination of using both Lakefront and inland member’s homes for stops (2 routes, one all lakefront, and one all inland so anyone can participate)
 - Ending with a gathering/BBQ/block party type event at the beach Pavilion
- Not budgeted, but will be a BYOeverything Pot-luck type event, so minimal cost that will be taken out of the entry fees.
- Would like feedback from the board on dates for a pool party. July 14th, 21st, or 28th, any preference?

Board Chaired

Maintenance

- Seasonal maintenance is being performed on the equipment in preparation for mowing and trimming.
- The dilapidated section of split rail fence in front of the bank will be removed in May.

Office Organization and Website

- Preparing a large mailing of road project information letters.
- Will post on the website that volunteers are being sought to be “neighborhood road representatives” for the duration of the road reconstruction. One person living on each road or neighborhood, will be responsible for disseminating pertinent road information to their designated area.

Pool and Lodge

- Contact Director Walker is learning the duties and responsibilities of the pool and Lodge.
- He has attempted to make contact with last year’s pool manager and will continue with those efforts with Deano’s Pools to begin the pool opening process.
- He received a notice about a possible recall on the AED. He will check the AED serial number and be certain it is working correctly.
- A suggestion was made that the locks at the Lodge need to be changed due to the fact that there are numerous keys to the Lodge and there is no documentation of who is in possession of those keys. He is going to research a keypad type of system.
- The pool will be open Memorial Day, weather permitting.

Administrative and Human Resources

No report.

Building/Zoning and Security

No report.

Outdoor Amenities

- In the process of opening the campground and the beach restroom.
- Some erosion is occurring at the volleyball court due to water run-off. Sand will be brought in and the area will be groomed.

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- Dave Sanford is going to build a series of steps to get from the parking area down to the beach area.
- E.C.C. Chair Stokes expresses concern with possible rotting and falling of the large tree at the end of the beach near the new, member-owned garage. It sits in wet sand. Director Cassatt and V.P. Pirtle will inspect.

SSA

- Tazewell County will vote on Austin Engineering and ditch work at 6:00 PM, Wednesday, April 25th.
- The SSA Commission will meet on May 24th to approve the final contract for pavers.

UNFINISHED BUSINESS

- Road Committee Additional Expense - None
- Waste Management Options
- No report due to Director Welsh absence.

NEW BUSINESS

- Amend Article XI Section 2. Allow HLA to Collect Attorney Fees and Court Costs.
- Attorney Mooty has been contacted for interpretation. Will await his answer.
- Suggestion to publish information on the HLA website with regard to individuals owing money to HLA. There are some associations who publish the name, address and amount owed.
- Secretary Nafziger will seek information with the Illinois Association of Lake Communities (IALC) prior to the next meeting.
- Attorney Mooty will be consulted before any names, addresses and/or amounts owed are published.
- Tazewell County Article 25 Section 8 Special Uses Backyard Chickens
- Member Joliff and Member Ragan distributed literature with regard to cities, towns and villages in Illinois that allow chickens and also major U.S. cities that allow hens.
- They ask for HLA consideration to incorporate a Backyard Chicken Ordinance into the subdivision. They ask for up to 6 chickens per home, no roosters and no guineas.
- Tazewell County is proposing changes to their chicken/fowl ordinances.
- Member Ragan and Member Joliff advise that hens are not as loud as barking dogs and six chickens have less waste than a 40 - pound dog. Properly cared for coops provide fertilizer/compost for the garden or there is an individual in Mackinaw who will haul away the waste.
- The chickens would be enclosed in a coop or "run" so they would be less likely attacked by predators.
- Safe handling and hand washing would help eliminate health risks.
- Chickens make good pets, they are a good hands-on activity for children and teach responsibility. Children could have them as a 4-H project. They are also part of earning badges for Girl Scouts and Boy Scouts.
- Tazewell County will charge a \$300 fee for chicken permits.
- Mackinaw charges a yearly \$25 fee for chicken permits.
- HLA would charge a yearly fee, TBD, and a permit would be issued only to members in good standing.
- Tazewell County Sheriff Office would be responsible for policing the policy and area.

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- These members visited 88 houses and received 82 signatures. They have 21 online signatures for a total of 109 signatures.
- HLA will not commit to or vote on any ordinance with regard to chickens until after Tazewell County votes on the pending proposed changes to their Ordinance.
- Concern with regard to property values and esthetics is voiced by Director Cassatt.
- Member Joliff states that studies have shown that allowing chickens is currently attracting younger buyers to communities.
- The topic will be re-visited at the June HLA Board meeting.
- A motion was made by V.P. Pirtle to hold the next HLA Board meeting on May 21st, one week early due to the Memorial Day holiday. Secretary Nafziger seconded the motion. Vote tally 5-0

OPEN FLOOR

- Chair Rick Stokes expresses concern with regard to fireworks at HLA and would like to see HLA abide by the Illinois Pyrotechnics Act. At least one licensed person must be on site and also must have a one -million- dollar liability insurance policy.
- Director Cassatt suggests we continue as we have been and have Officer Davis handle any complaints that may arise.
- Member Rick Stokes wishes to go on record that he does not condone and does not participate in any firework activity that may occur at HLA.
- Treasurer Waldorf explains that there was recently an Illinois Pyrotechnic Act training class at Brock Lake. She suggests that someone may look into training.
- V.P. Pirtle states that HLA does not condone fireworks, does not purchase fireworks and does not set fireworks off.
- Member Juneman: Is the SSA fee set by the Board or the SSA Commission? The fee is set by the SSA Commission under the guidelines that were voted on by the HLA members in March of 2016.
- Question: Will it stay at this amount?
 - Answer: It may vary a small amount but will not be more than \$715.00.
- Member Droege: Suggests renting out campground spaces for storage. We could charge a reasonable rate and rent to members.
 - Answer: It has been done in the past. Issues arose when people parked campers and boats and then abandoned them.

Motion to Adjourn:

8:27 PM by V.P. Pirtle Seconded by: Secretary Nafziger

Motion for Executive session:

8:27 PM by President Coan Seconded by Secretary Nafziger

Executive Session adjourn:

8:55 PM by V.P. Pirtle Seconded by Secretary Nafziger

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Heritage Lake Association
Social Event Report

Event Name: HLA Easter Egg Hunt

Event Date: March 31st, 2018

Approximate Attendance: 36 kids

Total Expenses: \$195.95

Total Donations collected: \$55.00

Reimbursement Amount Requested: \$195.95

- **Submitted 03/14/18 via email to HLAoffice@frontier.com**
- **\$55 in cash collected will be used to purchase discounted baskets after Easter.**