

HLA Board Meeting June 25, 2018
Minutes
Call to Order: 7:04 pm

Roll Call

<u>Present</u>			<u>Absent</u>
President Coan	Director Cassatt	Director Walker	
Vice Pres. Pirtle	Treasurer Waldorf	Director Welsh	
		Secretary Nafziger	

Approval of Previous Minutes

Motion By: Vice President Pirtle Seconded By: Director Welsh Vote tally: 6-0

Approval of Expenditures

Motion By: Treasurer Waldorf Seconded By: Secretary Nafziger Vote tally: 6-0

Treasurer's Report

All data presented is as of May 31, 2018.

The Total Cash Balance is \$790,150.64 and is made up of the following fund balances:

General Fund.....\$263,522.98
Lake Fund.....\$105,717.17
Road Fund\$118,095.05
Emergency Fund MM.....\$100,629.75
Lake Fund\$101,589.65
General Fund CD\$100,596.04

The outstanding receivables total is \$216,327.68, a decrease of \$21,107.59. For additional breakdown, please refer to the attached Balance Sheet.

The Year-to-Date Net Income is \$182,669.52 with Revenues of \$272,438.16 and Expenses of \$89,768.64. Please see the attached Profit and Loss Statement for further detail.

As for actual Cash details, for the month of May the cash deposits were \$20,471.50 and the cash expenditures were \$19,859.39. Additional report details are posted on the Heritage Lake website.

There were no unusual expenses in May.

The Finance Committee met June 11. The bylaws have been recorded with the County to reflect all collection costs will be paid by the member. We are continuing to review receivable balances and working with collections attorney. Liens will be placed on properties where assessments are deemed uncollectable. The finance team also met with Road Committee to confirm no outstanding issues with SSA funding and discussed timing for 2019 planning and tax ID update.

This concludes the treasurer's report for June 25, 2018.

Questions: None

President's Report

None

Committee Reports

Member Chaired

- **Conservation**
 - Bids are being sought for dam mowing.
 - The lake was treated in June for weed abatement.
 - A bid for limestone as a rock pad at the Sandy Beach area sediment basin – was received and determined to be too costly. Other materials to be used for the rock pad are being considered.

Minutes

- Comments have been noted with regard to the high amount of milfoil in the swim area of the beach.

- **Environmental Control**

- 2 Tree Permits
 - 211 Brandy Drive – dead birch and ash trees.
 - Emergency permit – wind causing a hickory tree to lean toward a house.
 - 1 Shed Permit at 6 Cornwall Avenue

ECC Chair Stokes also advised members of a major infestation of Japanese beetles. There is not much that can be done to control their population other than to spray the trees with Sevin liquid or use powdered Sevin. They will severely damage trees. They first appear in lawns as grubs. Lawns can be treated early in the season. Trees effected by Japanese beetles are: Ash, Boxwood, Burning Bush, Dogwood, Hemlock, Holly, Magnolia, Northern Red Oak, Redbud, Red Maple, Pine.

- **Road Committee**

- Approximately 89% of the ditch work contract is complete.
- The contractor has been contacted with regard to areas needing clean-up.
- Road construction is scheduled for next week. All work is weather dependent.
- Additions to ditch work contract – area on King Richard getting drop inlet.
- The ditch by the play area at the beach will receive a French drain to eliminate water consistently gathering (4 inch corrugated pipe with vents and rock).
- An outlet has been dug out on Scarborough.
- The road work contract starts at one end and works through the subdivision.
- Detailed information can be found on the website.
- The roads will be dirt and vehicles driving on them will help compact the dirt/roads.
- Volunteers have been given update information.
- Weekly updates for the website will be provided on Saturday or Sunday.
- SSA commission – the engineering expenses were approved.
- SSA commission discussed the lining of culverts identified by the engineer.
- The first payment of \$156,000. for ditch work was approved .
- The vehicle parking issue on Beechwood has been resolved. Thanks to Director Walker and Director Welsh for meeting with the property owner.
- All roads will be under a state of construction through August.
- July 19 is the next SSA meeting. The budget will be set for next year. Some maintenance funds may be needed and possibly some funds for construction if construction is not completed in 2018.
- According to Tazewell County figures, 47 members have not paid their taxes to this date.
- Some crack sealing will be performed on Bradford and SSA maintenance funds will be used for this.
- The County engineer will review ditch work when complete and address any concerns.
- A final walk-through will occur the weekend of July 7th to address any concerns on the part of HLA.
- The intersection of Westminster and Heritage will have rip-rap applied to prevent erosion.
- Member requesting signage (safety signs) “work ahead” be placed on the roads while work is in progress.
- Member expresses concern about a 5x5 area near Brandy and Pickwick where no seed or sod has been placed. Director Cassatt will address with netting and seed.
- ECC Chair Stokes reports that at 2 St. George Ct. the owner has decided to wait on a culvert.
 - ECC Chair Stokes also expresses concern about a culvert on Carlton Drive not being large enough to handle a large rain. Road Chair Reed will speak with the engineer with regard to this matter.
- Director Cassatt expresses concern about the amount of rock being placed in the ditches following excavation. Some culvert outlets and inlets are being filled up to 50% of the depth of the culvert. The elevation of the rock should be lower than 50%.

- **Finance Committee**

See Treasurer report

HLA Board Meeting June 25, 2018

Minutes

- **Social Committee** – no report

Board Chaired

- **Maintenance**
 - The overhead door at the maintenance shed is in very poor condition and needs to be replaced. Motion to spend an amount not to exceed \$1,400 to replace the 12x14 overhead door at the maintenance shed is made by Treasurer Waldorf. Motion seconded by Vice President Pirtle
Vote tally: 6-0
 - The split rail fence near the bank has been removed. The fence near the soccer has been repaired.
 - A guard rail near Thornton and Heritage has been repaired.
 - Brush cutting to improve visibility is being done.
 - The rock along the dam will be sprayed for weed control.
 - ECC Chair Stokes recommends a solution of Dawn soap, vinegar and Epsom salt.
 - Tree trimmings and yard waste will be burned on Fridays, weather permitting.
- **Office Org.**
 - Office is running well with Admin. Assistant Parmele. No complaints or issues.
- **Pool & Lodge**
 - Pool
 - The pool is open and repairs are complete.
 - Manager Danette Gooch is doing well.
 - Director Walker is purchasing the chemicals and concession items.
 - Tazewell County performed an inspection.
 - Member Jan Bremner requests the tennis court be reserved on Thursdays and Sundays, 4:30 – dark, for pickle ball. Pickle ball will be offered to members and their guests, age 18 and older. There is no fee involved.
 - A storage chest has been purchased for pickle ball items.
 - Member Bremner will set up the court each time using two nets and temporary lines. Member Bremner would eventually like permanent pickle ball lines painted on the court. Board agrees no decision will be made about painting permanent lines on the court for a period of 1 -2 years and until it is determined the number of people playing pickle ball.
 - Board approves reserving the court for pickle ball on Sunday and Thursday evenings on a trial basis.
 - The pool deck area is in need of tables, additional lounge chairs, large umbrellas or sun-sails. Director Walker will explore options and prices.
 - Lodge
 - Director Walker will get estimates to paint the Lodge exterior.
 - The roof also needs work. Estimates will be obtained for a new roof.
- **Administrative & HR**
 - No report.
- **Building & Zoning & Security**
 - Member Pat Kennedy is helping to patrol the area for non-member usage of the lake, boat trailer parking area and beach area. Pictures of vehicles with no current HLA sticker and their license plates are being taken. This information is given to Officer Davis. Citations are being issued.
 - Repeated reports of underage people driving 4-wheelers, dirt bikes, golf carts and other vehicles have been received by the office and comments are being made on Facebook. These incidents are being addressed.
 - Director Welsh is working on setting a date for golf cart inspections.

Director Welsh regrettfully submits her resignation from the HLA Board of Directors. She is thanked for her service and her resignation is accepted.

- **Outdoor Amenities**
 - Amenities are being utilized and things are going well.
 - Request for purchase of signs to be placed at the boat ramp stating “No use of gas engines on boats”. Secretary Nafziger will order the signs.

HLA Board Meeting June 25, 2018
Minutes

- **Website**
 - Web designer Holly Johnson is going to work the website so that road updates will have their own tab or so they will be listed first on the page in the order of most recent to last.
 - Will remove "Home for Sale" option on the website.
- **SSA**
 - See Road report for other comments.
 - The County Board approved bids.

Unfinished Business

- No additional Road Committee expenses.
- Backyard chicken matter will be addressed at the HLA July board meeting.

New Business

- None

Open Floor for Members

-

Executive Session: 8:45 pm

Motion By: Vice President Pirtle

Seconded By: Secretary Nafziger

Vote tally: 6-0

Executive Session Adjournment: 9:00 pm

Motion By: Vice President Pirtle

Seconded By: Treasurer Waldorf

Vote tally: 6-0

Meeting Adjournment: 9:00 pm

Motion By: Vice President Pirtle

Seconded By: Treasurer Waldorf

Vote tally: 6-0