

HLA Board Meeting April 22, 2019

Minutes

Call to Order: 7:01 pm

### **Roll Call**

Present			Absent
President Coan Treasurer Waldorf	Vice President Pirtle Director Reed Secretary Keith	Director Cassatt Director Robards	

### **Approval of Previous Minutes**

Motion By: Vice President Pirtle

Seconded By: Director Robards

Vote tally: 6-0

### **Approval of Expenditures**

Motion By: Treasurer Waldorf

Seconded By: Director Reed

Vote tally: 6-0

### **Treasurer's Report**

The Total Cash Balance is \$1,528,863.21 and is made up of the following fund balances:

**Emergency Fund ..\$113,779.27**

**General Funds ...\$1,040,860.08**

**Lake Funds .....\$247,495.16**

**Road Funds .....\$126,728.70**

The above funds include checking and CDAR accounts.

The outstanding receivables total is \$185,146.96, a decrease of \$70,947.48. The decrease reflects the General Assessments that were due March 1. Late fees were added to accounts not paid by April 1. For additional breakdown, please refer to the attached Balance Sheet.

The Year-to-Date Net Income is \$213,269.78 with Revenues of \$269,811.38 and Expenses of \$56,541.60. Please see the attach Profit and Loss Statement for further detail.

As for actual Cash details, for the month of March the cash deposits were \$95,366.33 and the cash expenditures were \$14,763.30. \$413,778.33 was transferred to a CDAR and Money Market Fund at Morton Community Bank. Additional report details are posted on the Heritage Lake website.

There were no unusual expenses in March.

The Finance Committee did not meet in April.

This concludes the treasurer's report for April 22, 2019.

### **President's Report**

No report

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## **Committee Reports**

### **Membership Chaired**

#### ▪ **Conservation**

- Raleigh sentiment basin cleanup will start in April or May depending on the weather.
- Chair Lemke will contact Keith Plavec to get plans for the 24" stand pipe discharge that we are going to add to the Raleigh sentiment basin.
- Chair Lemke located a person to mow the dam with a cost of \$550 and clean up the sentiment basin on Raleigh Drive.
- Procellacor application will start in the next 30-40 days when the millefleur starts to grow. There will be 2 checks on the progress.
- Chair Lemke will also check on company that sprays Procellacor located in Canton, Illinois.
- Director Reed discussed the flow of water on right side of Raleigh. Chair Lemke will speak with the contractor on the Raleigh sentiment basin to do this section also.

#### ▪ **Environmental Control**

- 1 Tree permit
  - 3 Canterbury Road
- 2 fence permits
  - 27 Essex, 4' Picket Fence approved
- Yorkshire fence, privacy fence disapproved as it is was a privacy fence and setback is in the way of Ameren's easement to trim trees. Member home for sale and wanted curb appeal.
- Garage permit
  - 3 Avon Ct meets square footage and has appropriate setbacks, approved.
- House building permit
  - 23 Yorkshire, Chair Stokes disapproved permit due to house layout is in the middle of main water stream feeding into culvert. Board postponed decision until more information is available.
- New home
  - 657 Heritage all appropriate setbacks on home layout are okay. Chair Stokes approved permission to start construction.

#### ▪ **Road Committee/SSA**

- Inspected a report of road damage at 733 Heritage Drive due to someone pulling into an unused driveway. Damage was to the shoulder and not to the road.
- 287 Heritage Drive ditch work done last year opposite of the lake. There is not a good place to send the water. Best solution is to put a culvert across the road and send the water into the pavilion area ditch. Director Reed will discuss with engineer.
- 4 Kent Ave drain in members yard may have tied into their driveway culvert. It seems the drain is not tied into anything anymore. A member's drainage that goes into the ditch it is not HLA issue. Director Reed will talk to the member.

#### ▪ **Social Committee**

- Easter egg hunt went great. We beat the snow and had good weather. Approximately 60 kids attended, and with donations, we were able to purchase baskets for next year at a significant discount.

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- Garage Sales will be May 4th. Please add information to map by Noon May 1st. Maps will be printed that evening. Link and instructions are on Facebook/Website.
- Poker run date is June 15, not June 4th. More information to come.
- The Social committee needs volunteers to help plan and staff events. A social committee in-person meeting will be scheduled soon to plan the remainder of the year. The bulk of our planning is done through e-mail and Facebook. We're looking for people who would be willing to coordinate one event in the year and help with the others. Please watch website, social media, and bulletin boards for info on the meeting date and time.
- Board requested for a list of proposed dates for Social committee in-person meeting to allow Board member to attend.

**Board Chaired**

▪ **Maintenance**

- Attended demo on new mower. Some ruts will need to be fixed before it can be mowed successfully.
- New maintenance employee hired Caleb Barnes to work evenings.
- Purchased a roller to roll the soccer field and the campground for \$75.00.
- Director Cassatt discussed the need to do a modification on the trailer for the new mower or purchase a new trailer.

Director Cassatt asked for a Motion to Approve purchase a new mower for \$15,122.

Motion By: Treasurer Waldorf      Seconded By: Director Robards      Vote tally: 6-0

▪ **Office Organization and Website**

Tom Keith is working on a Record Retention Policy that complies with statutes and will send out to the board as a draft. We already have a retention provision in our Rules and Regulations and there is not much difference in what the statutes are now one and what it did originally.

▪ **Pool and Lodge**

▪ **Pool**

- Director Reed, Danette Gooch, and Rick Stokes made plans to start cleaning out the pool on May 4. Director Cassatt volunteered to help, and maintenance workers will also assist. Once the pool is pumped out, Deano's Pools will be contacted. Member Clark offered use of his pumps to help pump out the water faster.
- Discussion regarding pool repairs needs.
  - Chlorine feeder broke last year, 2 pressure sensors are broke and will be \$1,000 to fix. It is highly recommended that the Chlorine feeder be running.
  - Deano's Pool recommended spending \$1600 additional for a feeder that uses tablets rather than granular. Tablets cost less providing a cost savings of \$300-\$400 a year. Granular contains a lot of stabilizers which keeps the pool cloudy. The tablets do not have as many stabilizers in it.
  - Pool outlets are too large, deep end gets too much flow, and lower end gets none. Deano suggested we go to a smaller outlet to decrease flow in deep end to allow more flow in shallow end reducing the chance of something growing in the pool.
  - Discussed algae that occurs late in the year caused by phosphates and discussed getting a phosphate test kit to monitor phosphate level.
  - Recommendation by Deano that showers be taken before entering pool.

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- Paint is okay in the pool right now. In the future, may need a new liner or a drop in premade floor in the future.
- 30% pool discounts for members who purchased pool passes last year.
- Director Reed asked for a Motion to purchase a new chlorinator for \$2,652.00

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

- **Administrative & Human Resources**

No Report

- **Building/Zoning & Security**

- Discussion regarding loose pets. HLA does not have the right to touch anyone's animal. Recommendation is for members to call Tazewell County Animal Control for animal issues.
- Website posting will be made to remind members when walking their dog to remember to pick up after their dog keep the dog under control and not let it go onto a member's lawn. If there is an individual complaint, member's will be advised to call Tazewell County Animal Control.
- Rules and Regulations will be updated to reflect for the allowance for chickens by members.
- Discussion regarding the use of the tennis courts for pickleball and adding pickleball lines to the court. Director Reed will discuss with Dave Riggert.
- Discussion on the Golf Cart Vehicle Policy. Secretary Keith will finalize policy and present to the board for approval at the May Board meeting.
- Discussion regarding the necessity of the beach dumpster and moving the Lodge dumpster to another location within the Lodge parking lot.

- **Outdoor Amenities**

- Dave Sanford and Blaine Gilbert have opened the beach house. Hot water will be turned on soon.
- Campground is now open. Hot water will be turned on later.
- Beach phone will be turned back on first part of May.

**Unfinished Business**

- Weight Limit Restriction Violations. Most dumpster companies were very helpful in respecting weight limits.
- Discussion regarding size and location of dumpsters at the Lodge and Beach.
- Collections.
  - Members with outstanding accounts receivables greater than \$500 and more than 120 days will be sent letters giving members 2 weeks to come into the office to set up a payment plan or go to collections. There are another 20-25 outstanding accounts that will come up in the next 3 months. We will send out notes early enough to get them on a payment plan between now and December.
- Vehicle Stickers.
  - There will be a website posting to alert members that parking warning tickets will be issued for cars without vehicle stickers.

**New Business**

- Office received an offer from Zack Hove who is working on his Eagle Scout Badge to build 2 bicycle racks, one for the Lodge and one for the Beach.

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Vice President Pirtle made a Motion for Zack Hove to build 2 bicycle racks to help him earn his Eagle Scout ranking. Motion Seconded by Director Robards Vote Tally: 6-0

- Office received request from Jill Deiss and Brian Clark to use the volleyball court at the beach to host a St. Jude Volleyball tournament on July 27, 2019

Director Robards made a Motion to approve the St. Jude Volleyball tournament on July 27, 2019. Motion Seconded by Treasurer Waldorf Vote Tally: 6-0

- **R&R I: General: Subsection C:** All Domestic animals must be on a leash at all times unless on private property and confined by a fence or electric collar, or within the grounds of the dog park. No domestic animal is permitted to run at large within the Subdivision.
  - Notice was posted online regarding domestic animal issues.
- **R&R II: General: Subsection D:1** No vehicle, boat, or camper, or other motor vehicle shall be parked on any street or shoulder in the subdivision for longer than 48 hours, unless parked on a designated, ECC Committee approved parking space on the Member's property.
  - A website online notice will be posted regarding parking violations and warning tickets that will be issued for parking violations.

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

**Executive Session:** 9:10 pm

Motion By:                      Seconded By:                      Vote tally:

**Executive Session Adjournment:** 9:18 pm

Motion By:                      Seconded By:                      Vote tally:

**Meeting Adjournment:** 8:59 pm

Motion By:                      Seconded By:                      Vote tally: