

HLA Board Meeting May 20, 2019

Minutes

Call to Order: 7:00 pm

Roll Call

Present			Absent
President Coan Treasurer Waldorf	Vice President Pirtle Director Reed Director Robards (arrived 7:05)	Secretary Keith Director Cassatt	

Approval of Previous Minutes

Motion By: Vice President Pirtle

Seconded By: Director Cassatt

Vote tally: 5- 0

Approval of Annual Meeting Minutes

Motion By: Vice President Pirtle

Seconded By: Treasurer Waldorf

Vote Tally: 5-0

Approval of Expenditures

Motion By: Treasurer Waldorf

Seconded By: Vice President Pirtle

Vote tally: 5-0

Treasurer's Report

All data presented is as of April 30, 2019.

The Total Cash Balance is \$1,525,591.96 and is made up of the following fund balances:

Emergency Fund	\$113,827.43
General Funds	\$1,036,094.62
Lake Funds	\$247,876.58
Road Funds	\$127,793.33

The above funds include checking and CDAR accounts.

The outstanding receivables total is \$174,124.79, a decrease of \$11,022.17. For additional breakdown, please refer to the attached Balance Sheet.

The Year-to-Date Net Income is \$201,322.66 with Revenues of \$276,145.12 and Expenses of \$74,822.46. Please see the attach Profit and Loss Statement for further detail.

As for actual Cash details, for the month of April the cash deposits were \$14,538.77 and the cash expenditures were \$18,690.06. Additional report details are posted on the Heritage Lake website.

There were no unusual expenses in April.

The Finance Committee did not meet in May.

This concludes the treasurer's report for May 20, 2019.

President's Report

- Presodent Coan received a call on Thursday afternoon, May 16 from Mackinaw Fire & Rescue wanting to do water rescue training that night. President Coan contacted board members that were available due to an issue of using a 20mph motor on the lake. President Coan tried to notify as many people as we could.

Committee Reports

Membership Chaired

- **Conservation**
- Chair Lemke stated that Procellacor will be applied this week.
- Dam: Inspection Report was sent to Tim Weir who sent it to Insurance Company. Maintenance was completed.
- **Environmental Control**
 - 5-Tree Permits
 - 2 -Raleigh Ave.
 - 42 - Kenton St.
 - 20 - Greenbriar Rd.
 - 16 - Cornwall Ave.
 - 6 -Cornwall Ave. (Dead trees no permit required)
 - Met Harry McBurney at 23 Yorkshire Dr. on May 10 drove around block to show him where all the water sheds to his property. Chair Stokes put dye in ditch and took pictures to show him where water flows to the back of his property at 14 and 16 Carlton Dr.
 - Stopped by 34 Wilshire Way when S&D Tree Service cut oak tree hanging over 30 Wilshire Way's shed, he dropped tree with minimal damage to his shed besides what occurred when tree fell. Stopped by 30 Wilshire way yesterday and talked to Jeremy Jennings he stated they did not clean up a lot of limbs that were leaning on his shed, he had to pull limbs off shed and gather limbs and rake up around shed. Damage to gutter on east side of shed.
 - Chair Stokes recommended that we need to make a master list on ECC problems we find and keep a record at office. This includes the leaning oak tree at the volleyball court at the beach. Chair Stokes had Jeff Berges look at this a couple of times. If this was in dirt he would not worry as much. Since this is in sand, the root system is wet all the time and root system is rotting. If this tree falls, it is in line to fall on a 2-year-old \$30,000 Garage.
 - Chair Stokes was at the boat ramp when Mackinaw Fire took their rescue boat out on lake.
 - Tree by pool shed is leaning over pool shed and pump house
 - Member Mark Small volunteered to serve on the ECC.
- **Road Committee/SSA**
 - Road Updates: Director Reed met with the county engineer and engineering services provider looked at all issues that happened over the winter. Issues were sent to the contractor who conducted road work. We should get conclusion from contractor in the next couple of weeks.
 - Cracks are being monitored on Bradford. Should get completed by late spring/early summer.
 - Engineer looking into left over ditch work on Martinique and Roxbury and was observed during rainstorms. Director Reed will be meeting with them soon to agree on the areas that came apart and how they are going to be addressed. We will finish up with UCM on

issues that did not get completed last year which is part of their contract.

- SSA meeting was held last week, biggest priority is the road work that happened over winter. Budgeting process will need to be approved in August. Bonnie Lemke and Jim Flynn attended the SSA meeting.
- **Social Committee**
Secretary Keith looking for Social Committee meeting dates for this coming week. Patty will continue to work with Nicole on setting up a meeting with Board members. There was interest last meeting with some people taking over some of the responsibilities.

Board Chaired

- **Maintenance**
 - Dam has been mowed with new mower from Tri-County and mower performed very well.
 - Wilshire Wood tree was taken down. Will need to work on an erosion control in that area and follow-up.
 - Director Cassatt and Director Reed are going to follow-up with the culvert issues near Scarborough comes off Coil Road. The culvert needs to be cleaned up. Director Cassatt noted that maintenance have done some work on that culvert. A large tree was removed but there is still a tremendous amount of debris left that needs to be cleaned out. That area also needs erosion control and rip rap applied in that area.
- **Office Organization and Website**
 - Secretary Keith noted that Patty Parmele will be gone June 19 until July 8th. We will need to cover 3 Wednesdays, 2 Mondays, and 1 Saturday in her absence. Treasurer Waldorf and Director Robards volunteered to help Secretary Keith watch emails and maintain the office while she is gone. The office will be closed on Wednesday, July 3rd.
 - Secretary Keith sent the Records Retention Policy to the Board members. We are going to try to purge some of the older documents in compliance with the statutes. Most are kept on a permanent basis, but some can be purged.
- **Pool and Lodge**
 - **Pool**
 - Pool was cleaned out 2 weeks ago and we received a lot of help, Rick Stokes, Tim Weir, Danette Gooch, and Dave Sanford.
 - Rick Stokes has been keeping the pool cleaned out and drained from rain.
 - The pool needed some repair, concrete on sides needed repaired, new jets installed. From 1-1/2" pipe down to 3/8" pipe to will help with flow issues in the shallow end. It will create more pressure hoping it will flow better. Repaired anti-suction grate was loose Rick Stokes secured it down. Rick Stokes did a lot of work while I was out of town for work. Director Reed contacted the painter we used in the past, but he is unavailable. Rick Stokes volunteered to paint the pool. He painted the concrete that had been repaired. Paint was 5 years old, couple areas that needed repair. A new chlorinator will be installed soon and then we will begin to fill the pool. Paint will need to cure. Patty will send update on pool status.
 - Discussion on how to handle pool pass registration.

- Patty will create a pool pass registration form for lifeguards to hand out and registration form will be posted online.
- **Administrative & Human Resources**
 - No Report
- **Building/Zoning & Security**
 - Backyard Chicken regulations have been changed in the Rules and Regulations which passed the board in August of 2018. Rules and Regulations will be updated on the HLA website. Household pets are those that have been domesticated.
 - New addition to the Rules and Regulations regarding animals.
 - C. Animals
 1. All Household Pets must always be on a leash; unless on private property and confined by a fence or electric collar, or within the grounds of the dog park. No Household Pet is permitted to run at large within the Subdivision.
 2. Backyard chickens are permitted at Heritage Lake for HLA members in Good Standing and in accordance with the following:
 - a. A one-time \$25 registration fee;
 - b. An annual registration/notice of chickens with the HLA office; and
 - c. Maintain full compliance with the Tazewell County Code
 - i. Title 7, Article 25(c), "Application Procedure"; and
 - ii. Title 7, Article 25(f) "Requirements for Particular Special Uses", Subsection (8), "Chickens/Fowl".
 3. No animal, except Household Pets and Backyard Chickens, shall be kept or maintained within the HLA Subdivision.
 4. Any complaints and/or violations must be reported to the Tazewell County Sheriff's Department. Any animal control issues should be made to Tazewell County Animal Control.

Director Robards made the motion to pass to change the Rules and Regulations for chickens.

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

- **Golf Cart, Utility Cart and ATVs Policy:** To ensure the safe operation of golf carts, utility vehicles, and ATVs on HLA property. There will be no charge for golf cart registrations.
 - All golf carts, utility vehicles and ATVs [hereinafter "carts"] operated on HLA property must be registered with the HLA Office.
 - HLA will provide a sticker for each registered cart. The sticker shall be displayed on the left front fender of the cart.
 - All cart drivers must have valid driver's license.
 - Carts shall be operated with courtesy, care, and consideration for the safety of pedestrians and property.
 - Carts shall only be driven on established HLA roadways and parking areas.
 - Carts driven on HLA roadways must adhere to all Illinois traffic laws and regulations, including, but not limited to, speed limit, DUI, and distracted driving laws, such as the prohibited use of electronic devices. Carts must also adhere to the HLA rules and regulations concerning motor vehicles.
 - Carts shall yield the right-of-way to all other vehicular traffic and pedestrians.

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- Carts shall only be operated on HLA property during daylight hours – not earlier than one-half hour following sunrise and not later than one-half hour before sunset.
- Headlights and taillights on carts are to be illuminated during operation.
- **Equipment**
 - Carts shall be equipped with a rear-mounted slow-moving-vehicle orange triangle.
 - Carts shall be equipped with a rear-viewing mirror.
 - Carts shall have working headlights and taillights, which shall be used at all times.
 - Carts shall be equipped with an audible horn or other warning device.
 - Carts shall not be modified in any manner that affects the manufacturer's recommended mode of operation, speed, or safety.
- **Citations/Violations**
 - Failure to comply with the HLA Golf Cart, Utility Vehicle, and ATV Policy may [in addition to any other remedies available to the HLA] result in a warning, fine, and/or revocation of the HLA cart registration privileges. The fine assessment range is not less than \$25 and not more than \$100 per incident, depending on the egregiousness of the violation.
- **Accidents**
 - Drivers involved in any accident must immediately report the incident to the Tazewell County Sheriff's Office. A copy of the police report will be submitted to the HLA office.
- **Insurance**
 - Cart owners are responsible for any personal injury or property damage caused by cart operation. HLA assumes no liability for accidents, misuse, theft, damage, injury, or any other occurrence or mishap arising from cart operation on HLA property.
 - The owner of any cart operated on HLA property must purchase a golf cart, utility vehicle, and/or ATV insurance policy covering the basic liability coverage recommended by the State of Illinois to cover vehicles traveling on public roadways.

Director Robards made a motion to accept the Golf Cart Policy.

Motion by: Director Reed

Seconded by: Vice President Pirtle Vote Tally: 6-0

- **Outdoor Amenities**

- Vice President Pirtle reported that the campground and campground restrooms are open.
- New ropes and floats for beach and new sand has been added. Jake Lemke will help with any diving that needs to be done to set floats and ropes.
- Currently in the process of getting amenities open for Memorial Day.
- Frontier checked the phone at the beach house and determined that the phone is broken, and a new outdoor 911 phone needs to be purchased. Vice President Pirtle asked that a new phone be ordered.
- Vice President Pirtle will contact Neville and request a new dumpster be placed at the beach house.

Minutes

- ## Unfinished Business

New Business

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

- Executive Session:** pm

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

Executive Session Adjournment:

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

Meeting Adjournment: 8:31 pm

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