

HLA Board Meeting June 26, 2019
Minutes
Call to Order: 7:04 pm

Roll Call

<u>Present</u>			<u>Absent</u>
President Coan Vice Pres. Pirtle	Director Cassatt Treasurer Waldorf	Director Reed Director Robards Secretary Keith	

Approval of Previous Minutes

Motion By: Director Cassatt Seconded By: Director Robards Vote tally: 6-0

Approval of Expenditures

Motion By: Director Pirtle Seconded By: Director Waldorf Vote tally: 6-0

Treasurer's Report

All data is as of May 31, 2019

The Total Cash balance is \$1,512,389.46

Emergency Fund.....	\$113,906.98
General Funds.....	\$1,022,469.34
Lake Funds.....	\$247,906.15
Road Funds.....	\$128,106.99

The above funds include checking and CDAR accounts.

The outstanding receivables total is \$162,598.70, a decrease of \$11,526.09. For additional breakdown, please refer to the attached Balance Sheet.

The Year-to-Date Net Income is \$189,333.84 with Revenues of \$276,911.26 and Expenses of \$87,577.42. 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 \$14,649.61 and the cash expenditures were \$27,931.56. Additional report details are posted on the Heritage Lake website.

The previously approved purchase of the mower for \$14,319 was completed in May and accounted for as a capital expense. There were no other unusual expenses in May.

The Finance Committee did not meet in June.

This concludes the Treasurer's Report for June 26, 2019.

Questions: None

A thank you to the Board is expressed from Conservation Chair Kurt Lemke for the good financial condition of the Association.

President's Report

None

Committee Reports

Member Chaired

- **Conservation**
 - Chair Lemke introduces Mr. Devin Birch from Austin Engineering and Mr. Bob Dalton. These gentlemen are engineers who have completed a study on the current condition of the dam and are providing HLA with two preliminary options in order to solve the current problems with the dam and acquire approval from the IDNR for drain pipe reline.

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- Chair Lemke expresses his goal is to, within six months, have approval from IDNR to reline the existing pipe and have that project completed by April 2020.
- Engineer Birch explains a site survey has been conducted. This has resulted in a preliminary report outlining the current state of dam and what storm events the primary spillway and the emergency spillway are able to handle as of today and what storm events they are required to control per the new State regulations. This includes any shortfalls of the dam and ideas for additional improvements to bring the HLA dam into compliance for relining of the pipe.
- Mr. Dalton is considered an expert in his field of work and is a former IDNR employee. He reviewed plans and proposals for new dams and modifications to existing dams during his time tenure with the IDNR.
- Diagrams and aerial photos were provided during the presentation to assist with the explanation of the two options. The diagrams were not to scale.
- Plans will be compliant with IDNR rules.
- 2019 rainfall data was used for the graph.
- The average dam crest elevation is considered.
- As of today, a fifty-year event (actually happens more frequently than once each fifty years) does not engage the emergency spillway. However, the existing pipe could not control any greater amount of water.
- Current criteria for the dam dictate the need for the dam to control a fifty-year event.
- The HLA dam is currently classified as a Class II and according to IDNR guidelines, the HLA emergency spillway is not large enough in its current condition.
- Wave action is another consideration for a Class II dam.
- Option One is to install a 60" diameter concrete pipe with an 8' long upstream weir. A 6' diameter manhole at the end of the pipe would provide a drop to near the elevation of the downstream channel.
- Wave protection will be installed for both plans at approximately 2' 8" inches tall.
- The second option offered is to widen the emergency spillway to 120' long. The flow over the crest of the emergency spillway would be guided by berms to a location just downstream of the existing principal spillway dissipator.
- Berms would be added to help discharge flow and to the area where the principle spillway exits. The berms will define the water channel.
- Toe walls would be added to protect the roads.
- No cost estimates have been researched at this time.
- Next step: does the Board wish to see costs for both options or one?
- Will propose in steps so that the pipe can be lined first and then other steps will follow to satisfy IDNR.
- Pipe should undergo video inspection again (last video inspection was five years ago) to determine any changes.
- 2008 is last time operated under flood conditions. Ten inches of rain in one day.
- The boat ramp parking lot is not expected to be greatly impacted.
- In the opinion of Engineer Dalton, the pipe installation is the better option.
- Vice President Pirtle asks if it would be possible to place flags in the boat ramp lot and surrounding area to visualize the agreed upon plan. Engineer Birch states in the affirmative.
- Vice President Pirtle expresses that he is impressed with the work done to date and the options presented.
- If a Class II dam fails, it has a moderate probability for causing loss of life or significant economic damage downstream. Other considerations are flooding of township roads, damaging or destroying a power substation.
- If a Class I dam fails, this could be catastrophic and includes loss of life.
- Class III dam failure is a low possibility for loss of life and minimal property damage.
- As part of the IDNR permit process, a dam breach analysis needs to be done no matter the plan. If the dam is reclassified as a Class III, then it will make a big difference in what may or may not need to be done.
- At some point during the late 1970's, the HLA dam was classified by an Army Corp of Engineers representative by visual inspection only. A scientific analysis was not performed.
- Also have to take into consideration the Mackinaw River.
- Scope the overflow this summer and complete the dam breach analysis.
- Step II will include approximate cost for both options and possibly plant some flags.
- Chair Lemke will report at the July meeting with a dam breach analysis proposal. Engineer Birch

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will email the proposal to Chair Lemke and President Coan.

- Sediment basins are starting to erode and need to be cleaned out as soon as weather permits.
- The Raleigh Drive sediment basin is a problem; it does not adequately dissipate the water. There are three pipes designed to carry the water out that are filled with sediment.
- Jeff Miller will clean - May is typically the time to clean out Raleigh Dr. but it has been too wet to get equipment into the area.
- Plans are in the works to install a 20 inch stand-pipe at the Raleigh Drive basin. The Board will be informed as soon as the plan is available and the work can be done.

- **Environmental Control**

- 12 Kenton – adjusted fence setback to adhere to fence permit requirements. While on the property, Chair Stokes inspected the septic system and the air pump was not working. There were also beer cans, paper plates, rubber gloves and other garbage in the septic tank. Litwiller Excavating and Septic was called for repairs and cleaning. The current owner had disclosure paperwork stating that the septic was cleaned and inspected prior to taking possession of the home on 9/15/17. Further investigation to be done by the homeowner.
- 1 tree permit at 370 Heritage Dr.
- Bids secured for removal of large oak tree at east end of volleyball court. A certified arborist has determined that the tree needs to be removed. The homeowner is agreeable to the tree removal. A total of six bids were presented to the Board for inspection. The lowest bid will be accepted and the stump will remain (approximately 36 inches) for erosion control. Chair Stokes believes it will be done within 1 – 2 weeks.

A Motion was made to accept the lowest bid from Flynn Tree Services for removal of the tree.

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

- Chair Stokes denied a building permit for empty lot property on Yorkshire Drive due to water flow issues with the lot. The owner has since purchased a house in Mackinaw but still has building plans for the lot.
- Treasurer Waldorf describes an empty lot adjacent to the lot in question. The adjacent lot is for sale. Chair Stokes will check on the adjacent lot to see if the two lots could be combined in order to build a new home and avoid the water flow issues. Treasurer Waldorf will check on the lot and confirm that it is available for purchase. She will follow-up with Chair Stokes and he will talk to the property owner. Further information will be provided at the July board meeting.

- **Road Committee/SSA**

- There have been complaints of bleeding oil on the roads during the very hot days. An update and information was posted on the website.
- Oil bleed-through is a normal part of the process. Roads completed last year have three layers of tar and chip. Some oil will bleed and the oil has been used before on HLA roads. The maintenance crew is spreading FA-4 to help with absorption. It is a sandy gravel mixture. The road monitoring will continue.
- The contractor has been brought back for inspection due to failure of some areas of roads that were a part of the road reconstruction project. Three layers of surface are to be re-applied to the areas of concern and one area without enough surface will have more surface applied. Martinique is one of the affected areas.
- Issue at Heritage Dr. and Kenton St. at the back of the subdivision. This area has continued to bleed water. Mackinaw Water has inspected, probed and tested the water twice. It is not an actual water leak but most likely a spring that popped up due to all the rain. Austin Engineering will be consulted. Using dye will help determine where the water is coming from. Drainage steps may be needed to improve the situation. Mackinaw Water detected signs of water coming out of hillside near the area. It is best to wait until we have dry weather to pursue testing.
- Problems with the joints on Bradford are being discussed to determine the best way to proceed to fill the cracks and repair. The County engineer has been contacted for input. Work will be done this year
- 14 Carlton-email from member concerning water flowing beside the property and ditch. Chair Stokes and Director Reed inspected the area. The member wanted HLA to reconstruct the ditch to change the flow of the water. No ditch work was done on that particular side of the road last year during the road project. Some work was done across the street from the property in

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question, but this would not have affected water running through the property. There is a lot of water going into the property sump pit and this has been occurring for several years. It is Director Reed's and Chair Stokes' opinion that it is not Heritage Lake Association responsibility. It is believed the water has always travelled in the channel between the two houses and it is likely that this particular house has always had the problem. It is the home owner's responsibility to do what is necessary to keep their basement dry. There are steps the homeowner can take to eliminate problem. The sump pit may have a crack in it or a footer tile may need repair. The Board agrees with Director Reed's assessment.

- **Finance Committee**

None

- **Social Committee**

None

Board Chaired

- **Maintenance**

- The current trailer is not suitable for hauling the mower and Director Cassatt's trailer is being used for that purpose.
- The maintenance crew is applying FA-4 to the roads in the hot weather. They are using the salt spreader to accomplish this job. The spreader is placed on the back of the one-ton truck. The salt spreader is a heavy piece of equipment and not easily moved in and out of the truck. This also eliminates maintenance from having the truck readily available for tree-trimming, brush cutting and other work. The Board is being asked to consider the purchase of a dump trailer. A dump trailer cost will be approximately \$6,000. Director Cassatt will have trailer cost estimates next month.

- **Office Org. and Website**

- Secretary Keith expresses his thanks to Treasurer Waldorf and Barb Nafziger for helping out in the office while Admin. Assistant Parmele is on vacation. Secretary Keith also worked in the office during Admin. Assistant Parmele's absence.

- **Pool & Lodge**

- Treasurer Waldorf has been approached about the possibility of offering water aerobics at the pool. Pool Manager Gooch will be consulted to discuss a good day and time for this class.
- Thanks to ECC Chair Stokes for all his help with the pool. He is determining the best cause of action to treat the water and keep the pool functioning. He also oversaw the pool operation while Director Reed was on vacation. The pool is being tested for phosphates once each week. No phosphates have been found to date. This helps to detect conditions for algae growth.
- There have been approximately \$1,600 in unexpected expenses. Four butterfly valves needed to be replaced. There was approximately 12,000 gallons per day of pool water leaking out into the woods. Chair Stokes was able to locate new valves and install one himself. The other three were installed by hire.
- A new chlorinator has also been installed. The bills have been paid for the work that has been completed.
- The pool pump is loud and causing problems. A new pump and motor are needed. Chair Stokes is getting estimates to repair and/or replace the pump and motor. The repairs could cost \$5,000. More information will be forthcoming. A risk is possibly having to drain and refill the pool while the work is being done.
- Moving ahead with the automation on the chlorinator. We are still within the 2019 budget allowance.

Motion to spend up to \$5,000 to repair or replace the pool pump.

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

- Chair Stokes has obtained PPE equipment and it is stored in the pool shed. He also has other safety improvements in place.
- Documentation for pool procedures is in progress.
- Health Department inspection last month. Overall, the inspection went well. There are daily checks that need to be done and the Health Department has helped with guidance on those.
- PH level in the pool does not need to be controlled by a muriatic acid system. This system has not been used in a very long time and it has been removed. PH can be added if needed. The acid was neutralized

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before disposal.

- The pool has not been closed this year for anything other than weather.
- A reminder to all, if there is an event at the Lodge, the pool remains open. The pool can be rented for a private event either in the morning hours (before noon) or during the hours of 7pm – 10pm.
- Current rental agreement procedures will be reviewed by Director Reed.

- **Administrative & HR**
 - None

- **Building & Zoning & Security**
 - Director Robards took a tour around the lake today and has identified three major areas to be addressed. First, are items that are against county regulations, such as unlicensed cars, chicken infractions and other items. She has made a detailed list of the items and the list will be submitted to the county for further action.
 - Second, people are using HLA property for their own purposes. Specifically, a blue boat has been parked in the HLA lot for several days. In addition, members are also parking boats along the side of the roads for long periods of time. Letters could be sent to address those types of issues.
 - The third area needing attention is in regard to what people are doing on their own property that is against HLA rules. Such as using their yard as a parking area, miscellaneous items (junk) sitting in the yard.
 - The plan is to first take care of the items that are against County regulations (chickens and unlicensed cars).
 - Next month will address the issue of people wrongly using HLA property.
 - Then Director Robards will address what people are doing on their own property that is against HLA rules.
 - Security - complaints have been received about golf cart operators disobeying rules. Director Robards proposes that HLA hire extra security for Saturday and Sunday to identify and eliminate the problem.

Motion to hire extra security for two weekends, for up to twelve hours each weekend.

Motion by: Secretary Keith Seconded by: Vice Preside Pirtle Vote tally: 6-0

Director Robards will discuss the extra security hours with Deputy Davis.

- **Outdoor Amenities**
 - Rain has caused damage at the beach and a washout at the volleyball courts. Maintenance will have sand delivered on Wednesday if possible and spread it over the area. Robert Thaller will be consulted to see if a permanent fix can be created for this problem. Volleyball league may be without a court Wednesday night if it is too wet to spread sand prior.
 - Steps have been installed from the parking lot down to the bridge near the beach. The bridge and other miscellaneous woodwork will be painted.
 - No issues regarding the campground.
 - Complaint received about teenagers swearing and being abusive to property on the beach. Please notify V.P. Pirtle if this is happening and he will address it.
 - Maintenance crew Dave Sanford does a great job keeping the beach, Lodge and all restrooms clean.

Unfinished Business

- None

New Business

- Treasurer Waldorf states that she is unable to find any documentation or rules regarding procedure to rent property at HLA (member renting their house to another). The State of Illinois dictates that the owner of the rental property must provide the renter with a copy of the Association rules. She suggests a document should be drafted or this should be addressed/added to the HLA By-Laws or the Rules and Regulations.

Open Floor for Members

- None

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Executive Session: None

Motion By: _____ Seconded By: _____ Vote tally:

Executive Session Adjournment:

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

Meeting Adjournment: 9:35 PM

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