

HLA Board Meeting September 23, 2019  
Minutes

Call to Order: 7:03 pm

**Roll Call**

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

**Approval of Previous Minutes**

Motion By: Vice President Pirtle                      Seconded By: Secretary Keith                      Vote tally: 4- 0

**Approval of Expenditures**

Motion By: Treasurer Waldorf                      Seconded By: Vice President Pirtle                      Vote tally: 4 -0

**Treasurer's Report**

All data presented is as of August 31, 2019.

The Total Cash Balance is \$1,449,698.73 and is made up of the following fund balances:

**Emergency Fund ..\$127,114.30**  
**General Funds ..... \$944,216.64**  
**Lake Funds ..... \$249,552.59**  
**Road Funds ..... \$128,815.20**

The above funds include checking and CDAR accounts.

The outstanding receivables total is \$146,824.79, a decrease of \$6,512.15. For additional breakdown, please refer to the attached Balance Sheet.

The Year-to-Date Net Income is \$72,407.08 with Revenues of \$290,811.29 and Expenses of \$218,404.21. Please see the attach Profit and Loss Statement for further detail.

As for actual Cash details, for the month of August the cash deposits were \$8,256.35 and the cash expenditures were \$42,595.32. Additional report details are posted on the Heritage Lake website.

There were no unusual expenses in August.

Lake Fund statements were mailed, and payments are being received. A reminder of the October 1 due date will be posted this week.

The Finance Committee did not meet in August. The chairman sent templates for the 2020 budget each board member. The budgets need to be returned in time for the budget to be completed and presented to the board in at the October board meeting.

This concludes the treasurer's report for September 23, 2019.

## **President's Report**

- No Report

## **Committee Reports**

### **Membership Chaired**

#### **• Conservation**

- IDNR and Co-Chair Andrew Clinton will be shocking the lake on September 27.
- Budget will be completed by September 30, 2019
- Fish stocking is scheduled for early November
- Chair Lemke requested a waiver to allow Jeff Miller to bring in his equipment during the winter months to clean up both sediment basins over the winter to alleviate or minimize a spring crisis.
- Board discussed possibility of bringing in equipment during hard freeze or in late fall.
- Chair Lemke will discuss options with Jeff Miller.

#### **• Environmental Control**

- 847 Heritage fence application received for a 5' tall, with 3"-4" openings between slats.
  - Board conditionally approved the fence upon approval by neighbors
- Vice President Pirtle requested that all ECC requests be forwarded to him.

#### **• Road Committee/SSA**

- Roads:
  - Plans are still not available for the requested ditch work near the beach. This project will likely occur in 2020, but I would like to have plans complete in 2019.
  - BEB Excavating will be trenching Heritage Dr just NE of Kenton St. to address potential water issues in the road base. A "spring" formed in March 2019. Heritage Dr will be closed in this location starting on Sept 26 for 2 days. The SSA maintenance fund is paying for this work.
  - UCM finished the remaining road work from 2018, plus the winter road damage. The winter road damage areas will be monitored to make sure we've fixed the issue for the long term. I have conducted an inspection and I am satisfied with the work. They might come back and sweep a few areas, I have an email into the county engineer to confirm this.
  - Spray patching is finished as well and inspected. No issues.
  - 4 Kent Ave contacted the office about a drain in their yard that use to run to the ditch. They are asking Heritage Lake to fix it. I think the end of it was damaged when the ditch & culvert were added in 2018. I think this was discussed at a board meeting in the springtime. My response was that this is not HLA's responsibility to fix a homeowner installed device going to the ditch. Similar to how we would not replace a garden that was removed from the ditch area (example). Obviously, more important obstructions such as septic systems would be a different case, but we would invoice the property owner for that work. They included a picture of their cut

concrete driveway from culvert pipe installation - not sure if this was part of the complaint. I gave the same response for the culvert pipe. I don't plan on any further action at this address. Please let me know if you disagree.

- **Lodge/Pool:**

- Light Damage from renter: Member's mother wanted to be contacted, I contacted her - she was responsible for the wedding, even though the member rented it. I explained to her that someone needed to pay for replacement and installation of the light and pole.
  - Member was present at meeting and discussed the events on June 22 with the Board.
  - Board agreed member is responsible for damage to the light post and is responsible for any additional costs above the what insurance will pay.
  - Member will contact her insurance agent and ask that they contact Patty Parmele at the office and she will report to Secretary Keith.
- Contacted Plumber on pressure checking the pool pump suction line - some phone tag involved. Was not able to line up schedules with draining the rest of the pool. Maintenance is going to continue work on this during the week of September 23rd. I will work with the plumber when I return.

- **SSA**

- Total tax levy was approved at the 10 September 2019 SSA commission meeting. This is the total levy that is then divided among the number of members. The per member tax levy has not been established because the member list is not completed. The per member tax levy will be established in December/January.
- The bond principle and interest were discussed. Currently, the agreement is worded such that HLA members would be paying the principle (\$240k) of the full bond amount of about \$4 million, which is the full bond draw divided by 18 years - no payments for the first 2 years. As previously discussed at HLA board meetings, there was desire to reduce the principle payment (roughly \$161k) to what is needed to satisfy what was borrowed (roughly \$3 million). Benefits to doing this - flexibility:  
1) Can decide to pay at the regular schedule and put more to maintenance, and/or reduce tax amount, 2) Can still pay higher principle amounts if desired. Decision would need to be made prior to the year of payment during budgeting timeframe (July of year prior to principle payment). Doing this will require bond council working with the bank to establish a new amortization and interest schedule. Bond council and more importantly, the bank, is on board with doing this. It will cost \$2500 in legal fees, which will be paid from SSA funds. The commission decided to move ahead with this and the \$2500 payment. The commission will review and approve the final paperwork. It was unknown at the time whether the county board will need to approve it, but this is NOT seen as an obstacle.
- Next meeting isn't scheduled, but will likely be in Nov or Dec

- Reminder, member list will need to be approved at the December HLA board meeting at the latest.
- **Social Committee**
  - Secretary Tom Keith and Treasurer Barb Waldorf met with Nicole Bosserman to discuss a Poker Run. Nicole Bosserman agreed to organize the Poker Run. Proposed date is November 2.
  - Discussed creation of a private Facebook page for HLA members to post social events and notifications of events. Patty Parmele will be administrator and moderator of the HLA Facebook Group. Erin Reed and Kara Cassatt will be administrating and moderating the Facebook Group when Patty is unavailable.
  - Board discussed making social committee one of the board positions if we moved the Building, Zoning & Security under Randy Davis' purview. Director Waldorf discussed with Randy Davis. He suggested that we look at areas that would fall under this heading and develop a process and decide where he would fall under the process, he is willing to do that. This would free-up this Board position for member relations, keeping track of social activities, new members, welcoming committee, houses that are for sale, this would strengthen interaction with members.

#### **Board Chaired**

- **Maintenance**
  - Starting to look at plows, getting ready for winter. Maintenance continues mowing.
  - Starting fence at campground
- **Office Organization and Website**
  - No report
- **Administrative & Human Resources**
  - No report
- **Building/Zoning & Security**
  - No report
- **Outdoor Amenities**
  - Beach House, pavilion campground opens Memorial Day, winterize campground after first frost. The beach house will be open until after Halloween party.
  - Campground does not close, it is primitive after Labor Day, no bathrooms

#### **Unfinished Business**

#### **New Business**

Board designated that the HLA Trick or Treat night for Halloween will be October 30<sup>th</sup> 4:00pm-7:00pm

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

- Member asked for clarifications on letter received regarding property conditions.
- Member asked for a 30-day extension and Board agreed for 30-day extension
- Asking for a review of his property and send it in writing. Treasurer Waldorf and Vice President Pirtle will look at the property and provide a written report.

**Executive Session:** pm

Motion By:                      Seconded By:                      Vote tally

**Executive Session Adjournment:** 8:10 pm.

Motion By:                      Seconded By:                      Vote tally:

Motion to Adjourn By: Director Reed                      Seconded By: Vice President Pirtle

**Meeting Adjournment:** 8:02pm