

HLA Board Meeting October 28, 2019
Minutes

Call to Order: 7:00 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 September 30, 2019.

The Total Cash Balance is \$1,464,353.21 and is made up of the following fund balances:

Emergency Fund ..\$127,206.09
General Funds\$937,918.60
Lake Funds\$270,266.10
Road Funds\$128,962.42

The above funds include checking and CDAR accounts.

The outstanding receivables total is \$155,588.20, an increase of \$8,763.41. For additional breakdown, please refer to the attached Balance Sheet.

The Year-to-Date Net Income is \$97,279.95 with Revenues of \$334,565.76 and Expenses of \$237,285.81. Please see the attach Profit and Loss Statement for further detail.

As for actual Cash details, for the month of September the cash deposits were \$33,218.86 and the cash expenditures were \$20,351.17. Additional report details are posted on the Heritage Lake website.

There were no unusual expenses in September.

Lake Fund statements were mailed, and payments are being received. Late fees will be posted on accounts November 1.

Collections update: 15 members did not respond to either the HLA or collection agency letters. Suits will be initiated in these cases. Eight cases either paid or are on payment plans. 17 additional letters were sent by HLA at the end of September with a November 1 response date. So far two payment plans were initiated with the office.

Treasurer Waldorf discussed how collections are paid through Walker. Attorney Walker's fees cannot be

billed by Walker and we will need to bill the members directly to collect the 25% for Walker's fees.

The Finance Committee did not meet in October. The 2020 budget has been compiled and pending board approval will be mailed to members early in November.

This concludes the treasurer's report for October 28, 2019.

President's Report

- No Report

Committee Reports

Membership Chaired

- **Conservation**

- Chair Lemke discussed cleaning out the sediment basin during the winter to prepare for spring. Jeff Miller will not bring out his equipment unless the ground is frozen. Chair Lemke will check with Jeff Miller to see if he can clean out the sediment basin before the end of the year.

Motion made to ask Jeff Miller Excavating to come in, as soon as possible, and if it is during the weight limit restrictions, that he do it only after the ground is frozen and before it thaws.

Motion By: Vice President Pirtle

Seconded: by Treasurer Waldorf

Vote tally: 4-0

- Chair Lemke stated the Conservation Committee adjourned early. Sheila Porter discussed planting plants at the end of cove where she lives.
 - AE Engineer Devin Birch addressed the board with an update of Step 2 to formulate a reasonable opinion of the secondary spillway costs. Discussed costs, timing and how to approach the DNR with a formal Preliminary Design Report stating what we want to do, how long we need to do it, and the phases we will do it in to obtain the DNR's approval. Engineer Birch provided a plan summary of the proposed secondary spillway pipe and discussed the design plan.
 - Construction costs for secondary spillway pipe project \$360,000 with a 10% contingency \$400,000 and lining of the existing spillway pipe \$40,000-\$50,000. Total \$450,000.
 - Engineering fees through Step 2 and pursuing DNRs preliminary approval \$30,000.
 - Engineering fees thru the end of construction between 15-20% (\$60,000-\$85,000).
 - Total cost of the dam project is \$550,000 to \$750,000.
 - Engineer Birch discussed the project timeframe to submit to the DNR to construct the new secondary spillway pipe. Board advised Engineer Birch that we request 7 years.
 - Engineer Birch will send Preliminary Design Report for the board to review and approve for submittal to the Illinois Department of Natural Resources (IDNR)
- **Environmental Control**
 - Discussed open position for ECC Chair volunteer position. Position will be posted online.
 - Vice President Pirtle reported approval of 2 tree removal requests.
 - Vice President Pirtle approved fence permit in backyard on Heritage.
 - Vice President Pirtle reviewed a pipe recently added near a septic system of a home that was for sale. Determined that it was a requirement by Tazewell County.

- Discussed allowance of 30-day extension to member to cleanup property. Extension period has now expired. Discussed next step options.
- Vice President Pirtle reviewed request for propane tank location near a new shed.

- **Road Committee/SSA**

- **Roads**

- Ditch work near beach pavilion: Met with Craig Fink to discuss plans, narrowed it down to what's necessary - pavilion area and ditch in front of Knowles house. Do not plan to put a culvert across the road. County engineering will be working on engineering plan. Project will occur in 2020.
 - Sink hole near Heritage Dr just NE of Kenton St. has been fixed and drainage has been added. This area will be monitored. The SSA maintenance fund paid for this work.

- **SSA**

- The bank and bond council revised the SSA ordinance to reduce the principle and interest to cover what HLA borrowed. This will allow flexibility in the future whether paying principle ahead and/or saving additional funds for unplanned maintenance expenses. I will have more to cover on this at future board meetings, continuing our conversation from a few board meetings ago, and the charts I provided at the time.
 - New principle: \$159,700 per year (1st payment in 2020 and continuing for 18 years). Previous principle was \$240k.
 - Interest schedule has been reduced according to what was borrowed. This varies from year to year.
 - Next meeting isn't scheduled but will likely be in January.
 - Reminder, member list will need to be approved at the December HLA board meeting at the latest.

- **Social Committee**

- Halloween Party went very well.
 - Posting online for volunteers to help with Social Committee events
 - Vice President Pirtle requested that committee positions be listed online.

Board Chaired

Lodge & Pool

- Damaged lights - I plan to order these when I return next week. Does maintenance want to install the lights, or should I call an electrician? Director Cassatt maintenance does not have an electrician.
- Deano will start winterizing the pressure lines in the pool, likely within the next week.
- Maintenance did a great job draining the pool in preparation for the plumber.
- Plumber inspected the suction line with a camera but didn't find anything obvious. They have NOT pressure checked it yet. I plan to have the plumber follow-up with Deano to see if more progress can be made.
- I would like approval to spend up to \$1500 to pressure check the suction line and all the joints in between. I suspect actual costs will be about \$800.

- Some concrete is missing near the steps at the rear entrance door (going out to the pool). Needs repaired, minimum needs to be filled to prevent injuries. I don't think I saw this addressed before I left, but maybe it has been.
- Would like to assemble a volunteer group to recommend and execute updates for the lodge. Any ideas on volunteers? Budget - all looks good for pool/lodge.

- **Maintenance**

- Mowed dam
- Finished fence at campground
- Planted evergreen trees at campground
- Working on snowplows
- Next year's budget to upgrade snowplow
- Will be removing loose rock off the roads

- **Office Organization and Website**

- No report

- **Administrative & Human Resources**

- No report

- **Building/Zoning & Security**

- No report

- **Outdoor Amenities**

- Campground: Water will be shut off at the beach after Halloween. Vice President Pirtle will call Village to confirm water shutoff.

Unfinished Business

Motion made to approve the proposed 2020 Budget.

Motion By: Vice President Pirtle

Seconded by: Treasurer Waldorf

Vote tally: 4-0

New Business

Received 2 complaints regarding the burn pile. Director Cassatt stated it is not a dump, no yard waste to be dumped.

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

Executive Session: pm

Motion By:

Seconded By:

Vote tally

Executive Session Adjournment: pm.

Motion By:

Seconded By:

Vote tally:

HLA Board Meeting October 28, 2019
Minutes

Meeting Adjournment: 8:59pm

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