

HLA Board Meeting January 27, 2020
Minutes

Call to Order: 7:01 pm

Roll Call

Present			Absent
President Coan Treasurer Waldorf	Vice President Pirtle	Director Cassatt Director Reed arrived 7:03	Secretary Keith

Approval of Previous Minutes

Motion By: Vice President Pirtle Seconded By: Treasurer Waldorf Vote tally: 3- 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 December 31, 2019.

The Total Cash Balance is \$1,447,318.89 and is made up of the following fund balances:

Emergency Fund ..\$127,501.76
General Funds\$943,158.81
Lake Funds\$249,317.98
Road Funds\$127,340.34

The above funds include checking and CDAR accounts.

The outstanding receivables total is \$134,118.52, a decrease of \$5,879.61. For additional breakdown, please refer to the attached Balance Sheet.

The Year-to-Date Net Income is \$61,117.60 with Revenues of \$345,311.66 and Expenses of \$284,194.06. Please see the attach Profit and Loss Statement for further detail.

As for actual Cash details, for the month of December the cash deposits were \$6,182.37 and the cash expenditures were \$17,322.29. Additional report details are posted on the Heritage Lake website.

The 2020 SSA Property ID list has been submitted to the County.

The Finance Committee met in January. They discussed identifying future capital needs and reviewing the HLA long range plan. Board members and committee chairs are requested to submit projects along with timeframes and preliminary estimates by the February board meeting.

This concludes the treasurer's report for January 27, 2020.

President's Report

- President Coan thanked the road crew for always doing a good job, excellent job was done to get slush off the road.

Committee Reports

Membership Chaired

- **Conservation Committee**

- Chari Lemke reported:

- Dam Inspection video is completed. The flash drive is located in the office and the video was sent to Engineer Birch early in January.
 - Chair Lemke recommended that the Board should also review the video.
 - Director Cassatt asked if the board could compare this video with the last video. Chair Lemke believes he has the previous video on a VCR tape
 - Chair Lemke will not be able to attend the Annual Meeting
 - Chair Lemke recommended that Austin Engineering be at the Annual Meeting to discuss the spillway.
 - Chair Lemke discussed the plants in the lake. Jim Grant suggested we plant upstream. Chair Lemke has asked Rodney Stickrod and Jim Grant for specific plans of what plants could be planted upstream to see what we can do to absorb some of the excess nitrogen.
 - There was no need for milfoil eradication last year. This year we will spray 2 areas. The spray is not poisonous, it will only attack the genetics of the milfoil.
 - Chair Lemke suggested we not apply herbicide in the lake this year.
 - Chair Lemke anticipates using the Lake Fund account for the relining of the overflow.

- **Environmental Control**

- Chair Weir reported:

- 1 Tree removal was approved
 - 1 Accessory Permit is in discussion

- **Road Committee/SSA**

- Chair Reed

- The SSA member listed was voted on by the Commission. The SSA list went through without any issues for the first time ever. Thanks to Treasurer Waldorf and Admin Parmele for keeping that list together throughout the year.
 - SSA Committee voted on an amendment to the original ordinance. Discussed reducing the principle payment for the SSA bond, not that we couldn't pay more if we wanted to, but to reduce it down to a level based upon what we actually borrowed.
 - We have 620 members and the SSA tax will be \$706.93.
 - With the modified amortization schedule, we can now lower the taxable amount. We are paying \$240K a year, now it will be a lower amount and the interest is lower.
 - The entire SSA is for road and road-type infrastructures i.e., surface, culverts, ditches, etc.

- **Social Committee**
 - Board discussed need for Chair the Easter Egg Hunt.

Board Chaired

- **Maintenance**
 - Director Cassatt reported: Anthony Coleman conducted research for a trailer for the new mower.
 - Director Cassatt made a motion for approval of up to \$2K for the lawn mower trailer.

Motion By: Director Reed Seconded By: Treasurer Waldorf Vote tally: 4 -0

- Director Cassatt discussed the No Dumping Sign as required by Tazewell County noting a \$1,500 fine by the County for dumping. The sign will be ordered and placed at Sandy Beach.
 - County dumping restrictions will be posted on the HLA website and HLA Facebook pages.
 - Schrock Auto worked on the brakes of the 1-ton truck for a cost of \$900 and Schrock recommended another \$1200 front-end work that also needs to be done. Some work can be done in-house.
 - Maintenance is working on the docks and took one of the walkway planks out and they will rebuild entire new ramp and put it out.
- **Office Organization and Website**
 - General Assessments were mailed on January 22, 2020.
 - 2020 Vehicle Stickers are now available in the office.
 - New member information documents are being updated.
- **Lodge/Pool**
 - Director Reed reported an issue w/ furnace lost a control board, spent \$800 to fix
 - Furnaces are approx. 30 years old we may need to consider replacing in near future.
 - Septic line plugged up from the lodge to the septic tank. Items were flushed down the toilet that should not be and second problem is tree roots. It is cleaned out now and I suggest signs notifying the restrooms are on a septic system.
 - Director Reed proposed to cut down the offending tree.
 - President Coan recommended using water softener salt to kill the roots in the pipe.
 - Lodge/Pool next month will meet with Director Cassatt to look at the roof and get bids.
 - Treasurer Reed asked for broad stroke quotes before the February meeting for an estimated spend for a 5-10-year strategic plan.
 - Treasurer Waldorf recommended to turn the shower stall in the women's restroom to a handicap stall.
 - Director Reed is putting together a job description for pool manager and would like a couple board members to review.

Administrative & Human Resources

- No report

- **Building/Zoning & Security**
 - No report
- **Outdoor Amenities**
 - Vice President Pirtle reported that the 2 members who were sent letters for yard cleanup have both made progress
 - Received a request to remove the No soliciting sign on Heritage Drive. Sign is on Heritage Lake property and will not be removed.
 - Director Cassatt will ask maintenance to look at the sign for any needed repair.

Unfinished Business

- Vice President Pirtle and Secretary Keith will not be able to attend the Annual Meeting
- Member asked for an update on installing a speed bump on Kenton. Director Cassatt explained that any of that type of work needs to go thru the road fund or the SSA. This will take some time and there are already several projects planned. The earliest that the speed bump could be installed would be September.

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: pm.

Motion By: Seconded By: Vote tally:

Motion to Adjourn By: Vice President Pirtle Seconded By: Director Cassatt Vote tally: 4-0

Meeting Adjournment: 8:02. pm