

HLA Board Meeting April 27, 2020
Minutes

Call to Order: 7:04 pm

Roll Call

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

Approval of Previous Minutes

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

Approval of Expenditures for February and April

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

Treasurer's Report

All data presented is as of March 31, 2020.

The Total Cash Balance is \$1,608,937.33 and is made up of the following fund balances:

Emergency Fund ..\$127,618.12

General Funds ...\$1,101,060.73

Lake Funds\$251,856.74

Road Funds\$128,401.74

The above funds include checking and CDAR accounts.

The outstanding receivables total is \$187,039.14, a decrease of \$68,678.37 from February 29, 2020.

For additional breakdown, please refer to the March 31, 2020 Balance Sheet.

The Year-to-Date Net Income is \$222,261.90 with Revenues of \$267,939.93 and Expenses of \$45,678.03. Please see the March 31, 2020 Profit and Loss Statement for further detail.

As for actual Cash details, for the month of March the cash deposits were \$70,010.92 and the cash expenditures were \$16,265.30. There were no unusual expenses in Additional report details are posted on the Heritage Lake website.

The Finance Committee did not meet in February or March.

The Treasurer's Report was not prepared for the March board meeting which was cancelled due to the COVID-19 restrictions. The February, March and April financial reports are posted on the HLA website.

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

President's Report

- No Report

Committee Reports

Membership Chaired

- **Conservation Committee**

- Chair Lemke: No report and deferred his time to AE Engineer Devin Birch and Vasconcelles Engineering Corp. Engineer Bob Dalton
- Engineer Birch: We received a reply from DNR questioning whether HLA considered only doing a new pipe that would eliminate the need for the existing pipe instead of lining it. DNR eluded that they were ready to approve the preliminary design report. DNR requested a couple additional calculations of supporting data. If the association wishes to move forward with the pipe liner, the DNR will provide a special condition on the permit that the auxiliary spillway system must be constructed within 7 years. This agrees with our timing of lining the pipe.
- Engineer Birch: Single pipe vs. a combination. Definite benefits to leaving the plan as is with the existing pipe in place. The biggest benefit is cost, 45-50K increase in cost.
- Engineer Birch: The spillway inlet guard will be similar to what is there now.
- Director Reed: the maximum height of the water of 1.56' is that to the top of the dam or is that to the concrete parapet?
- Engineer Birch: that height is to the dam and not to the parapet. The parapet is for wave action and not storage action.
- Engineer Dalton: there is a requirement for this class of dam to be able to draw down 50% of the volume of the lake in 14 days. We can get 5' out changing to a larger 1' stoplog configuration.
- Chair Lemke: The current valve is in the water. I suggest we put in some kind of structure that would allow us to work on it or make repairs.
- Engineer Birch: We would be able to control through stoplogs all the way down to the bottom of that structure. There would not be a need for the valve anymore.
- Member Stickrod: How difficult is it to remove a stoplog when we do our fall drawdown?
- Engineer Dalton: One person can pull 1 stoplog out a time without difficulty. In an emergency, equipment could be brought in to remove all the stoplogs.
- Chair Lemke: Basically, where are we at with the cost of the secondary spillway?
- Engineer Birch: In our meeting of October of last year, the entire project was between 500-600K. Broke down into roughly 50K for lining the pipe with a contingency on the new spillway pipe, manhole, seawall roughly 400-450K and add the engineering expense getting into roughly 500-550K and we roughly decided to be prepared for 500-650K all-in.
- Engineer Birch: we reviewed the video inspection and are pleased that there were not any rotted out spots, there was one joint that didn't look good, but do not believe it would fail tomorrow. It looks like a good candidate for the lining.
- Engineer Birch: To move forward, we need to know if you want to stay with the current design.
- Vice President Pirtle: The Board agrees to stay with the current original 2 pipe design.
- Engineer Birch: We will go ahead and move forward with our reply with DNR. Do you want to proceed with formal bids of the lining project this year and then work towards planning

what year you might work towards the construction of the next part, you have 7 years and tell us where that needs to be at so we can plan accordingly.

- Chair Lemke: When we looked at relining that drain tube there were 2 options. One was a felt liner and a fiberglass liner. I recommend the fiberglass liner project not a felt liner project.
- Director Reed: Agree with Chair Lemke's recommendation for a fiberglass liner.
- Vice President Pirtle: Are you anticipating doing the liner this year or down the road.
- Chair Lemke: I think Chris Dillon is ready. Does it need to go to bid or is Chris Dillon going to do the work.
- Treasurer Waldorf: The work will need to go to bid.
- Engineer Birch: As soon as we get confirmation from DNR and they respond with a permit to line the pipe and it has the special consideration for the 7 years to do the rest of this project, we can then organize and advertise for bids.
- Director Reed: Once DNR agrees, can they change criteria or are they locked in?
- Engineer Dalton: Rules can change, but the rules must go through the Joint Committee on Administrative Rules. It would be a tough process to get through. The other components of the permit that they still want us to work through at this time, would be operation maintenance plan and the emergency action plan. Those still may need to be addressed when we send in application for permit.
- Engineer Birch: We will do our first response back and see if we can get the lining approved without the full set of construction plans documents for the rest of it and come back to the Board next month with what we find out.
- Chair Lemke: When we draw down to reline the drain tube, the valve repair needs to be done at the same time.
- Engineer Birch: We will continue to correspond with the DNR and hopefully next month we can be more definitive as to exactly what documents they need to allow the lining to happen.
- Director Reed: It would be beneficial to have Board approval for something as large as this in a meeting where we are all together specifically the lining.

- **Environmental Control**

- Reported by Chair Weir
 - 17 tree permits that were approved
 - 1 Building Permit for a small garden shed
 - 2 requests for lot lines pins

- **Road Committee/SSA**

- Reported by Director Reed:
 - Summer 2020 Road Work
 - Met with the county engineer on 24 Apr 2020 to discuss 2020 road work plans and logistics. The work planned for 2020 is minor overall. Unless specifically needed, all road work updates will be posted on the website. All jobs are expected to be sent out for quote within the next month, then sent to the SSA commission for approval. Work is expected to occur this summer, but dates have not been set yet.
 - Kenton St Speed Bump - Per the HLA board decision, a speed bump will be added on Kenton St. to slow traffic entering the subdivision. The speed limit on this road is 20

mph and is consistently violated by those entering and leaving the subdivision. There is also a blind curve and driveway in this area, increasing the danger of higher speeds. Work has been done in the past to add additional speed limit signs and clear brush, neither of these have been effective enough. Therefore, a speed bump will be placed between 16 and 12 Kenton St., with painting and warning signs and posts similar to other speed bumps in the subdivision. The speed bump itself will have similar dimensions to the speed bumps near the beach.

- Beach/Pavilion area ditch work - This ditch has seen significant erosion; this area will be repaired with turf reinforcement matting and grass seed to improve the appears and slow erosion.
 - Heritage Dr ditch work near beach parking lot, NW side of road - this ditch has a few high and low spots that need to be addressed, along with some trees that need to be removed. The culvert at the end of the ditch needs a different grate that will allow more leaves to flow through the culvert - thus less chance of plugging and allowing water onto the backside of the Dam.
 - Heritage Dr Shoulder work between 471 and 485 Heritage Dr - The shoulder is a little too tall in this area; therefore, water collects along the shoulder of the road. The high shoulder will be removed.
 - Spray patching - specific areas will be identified later in the summer, for spray patching to occur in the Aug/Sept time frame. This is a part of continued road maintenance and has been very effective so far.
- Future maintenance
 - Currently working on an updated budget and long-term plan for the 2021 FY budget. Road work funded by the SSA (which is most road work now) is budgeted at the county level, the first pass budget is usually due in July or August, and must be approved by Oct/Nov.
 - 2021 will see more road work. This will mainly be maintenance seal coats of about 1/3 of Heritage Dr and Scarborough Dr. (which is the only road that has not seen work since 2015). We will also look into continuing replacement/lining of the remaining road culverts.
 - Member Stokes: Can the culvert that crosses Carlton, by my property, be increased? The 8" field tile is plugged up and I think it was damaged when the rock was put in on the other side. I have my trash pump sucking that water up because the water was bubbling up in my garden.
 - Director Reed: I know that that culvert that crosses the road is undersized. Is the field tile plugged or obstructed?
 - Member Stokes: Yes, it is.
 - Director Reed: Director Cassatt and I will come out and look at it.

Board Chaired

- **Maintenance**
 - No Report.

- **Office Organization and Website**

- Due to COVID-19 the office is closed. Vehicle Stickers and Golf Cart/ATV stickers are being mailed out. Information on how to obtain stickers is available on the HLA website and Facebook Group.

- **Lodge/Pool**

- Pool
 - HLA needs a Pool manager. No one applied to the previous posting. A new posting will be added to the website. We are willing to split up the role if someone can't work 7 days a week.
 - Lifeguards - some have applied, still looking for more. Will contact those that have applied in the coming weeks
 - The pool was cleaned out last week for further work/diagnosis on the pump issue that shut the pool down last year. The suction line will need to be cleaned out, but we're trying to determine if there's a leak in the suction line. Deano's Pools will be working on that in the coming weeks
 - Pool Opening: I don't know when we will be able to open the pool based upon the evolving situation with COVID-19. Under the current and revised executive orders, pools are considered non-essential businesses. We also operate as a public pool under the Illinois health code. Therefore, we operate with a license from the health department each year. I have confirmed with the health department that we will not be allowed to open until there are changes in the current executive orders. As I learn new information, it will be posted on the HLA website
- Lodge
 - There have been several break-ins at the lodge and pool over the past few months. If anyone has any information on this, please contact the HLA office. These break-ins have resulted in damage that will cost HLA money.
 - The pool shed was broken into.
 - The lodge was broken into.
 - Additional lights were damaged at the lodge
 - We should add security cameras to this area.
 - Member Stickrod: I have access to some equipment that we could use with minimal cost to the association.
 - The two broken lights were replaced, one light fixture has some issues that need further investigation with the supplier.
 - Online Member: How often would tapes be reviewed.
 - Member Stickrod: They are on a 30-day cycle, if something would happen you can go back and review up to 30 days.
 - Director Reed: will work with maintenance to re-key and replace locks at the lodge and pool.
 - Vice President Pirtle: Requested update on roofing the Lodge.

- **Administrative & Human Resources**
 - No report
- **Outdoor Amenities**
 - Vice President Pirtle: All the outdoor amenities are closed due to COVID-19
 - The phone at the beach will be turned back on in case of emergency. A sign needs to be posted on the beach.
 - Treasurer Waldorf: We need to replace “closed” signs at the beach/playground. I received a call from a member about one of the agencies reported that the virus being transmitted through the water, the concern was both septic systems going into the lake as well as people in the lake. We should post a reminder to check septic system and swimming should be closed until May 30.
 - Vice President Pirtle: post a reminder about the amenities being closed until May 30.

Unfinished Business

- Treasurer Waldorf: The assessment late fees were not added on April 1 due to COVID-19. I propose to defer the late fees until June 30th and at the same time list the unpaid members on July 1 and that we hold off on new collections until July 1. A quick survey of other lake associations shows we are one of the very few lake associations that do not post late assessments. Posting late assessments will be reviewed and discussed at a later date.
- Vice President Pirtle: Recommends posting late fees on June 30th and to continue with the standard collection process.

New Business

- Annual Meeting:
 - Treasurer Waldorf: We do not have any issues that would require a vote, we should cancel the Annual Meeting. I will consult with attorney regarding cancelling the Annual Meeting and post the reports online. Recommended that any members who have ballots that they planned to bring to the Annual meeting be mailed to the office by May 15.
 - Member Stickrod: Treasurer Waldorf would you check with the attorney to see if a Board Member can be a voting Committee Member?
 - Member online question: Member complaint regarding junk in a yard, same member as last year.
 - Treasurer Waldorf: We should send another letter.
 - Director Reed: Do we need to discuss any security questions with outside people using the lake. We did have a volunteer offer to take pictures of vehicles that did not have a vehicle sticker. There is no problem with volunteers taking photos, just no confrontation.
 - Treasurer Waldorf: Pritzker has said only 2 people to a boat, we should just post a reminder.
 - Member Stickrod: Need to address which regulations can be fined and then post on the boards.

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

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Executive Session: pm

Motion By: Seconded By: Vote tally

Executive Session Adjournment: pm.

Motion By: Seconded By: Vote tally:

Meeting Adjournment: 9:03 pm

Motion to Adjourn By: Director Cassatt Seconded By: Treasurer Waldorf Vote tally: 4-0