

Call to Order: 7:00pm

**Roll Call**

| Present                |                   |                   | Absent   |
|------------------------|-------------------|-------------------|----------|
| President Reed         | Treasurer Waldorf | Director Stickrod | Tim Coan |
| Vice President Stalzer | Director Cassatt  |                   |          |

**Approval of Previous Minutes**

Motion By: Director Stickrod                      Seconded By: Director Cassatt                      Vote tally: 4-0

**Approval of Expenditures**

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

**Treasurer's Report**

All data presented is as of May 31, 2020.

The Total Cash Balance is \$1,605,317.14 and is made up of the following fund balances:

|                |                |
|----------------|----------------|
| Emergency Fund | \$127,670.21   |
| General Fund   | \$1,095,518.65 |
| Lake Funds     | \$253,533.50   |
| Road Funds     | \$128,594.78   |

The above funds include checking and CDAR accounts.

The outstanding receivables total is \$161,145.95, a decrease of \$10,215.26. For additional breakdown, please refer to the May 31, 2020 Balance Sheet.

The Year-to-Date Net Income is \$181,844.80 with Revenues of \$271,913.34 and Expenses of \$90,068.54. Please see the Profit and Loss Statement for further detail.

As for actual Cash details, for the month of May the cash deposits were \$9,351.68 and the cash expenditures were \$15,039.48. There were no unusual expenses in May. Additional report details are posted on the Heritage Lake website.

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Two lots belonging to HLA included the SSA in the 2019 taxes. The county will be asked to adjust the three lots which have taxes.

The Finance Committee did not meet in June.

This concludes the treasurer's report for June 22, 2020.

### **President's Report**

I would like to thank Nancy Knowles for cleaning up and maintaining the median garden on Bradford Dr. She is one of the many great volunteers that keep Heritage Lake going.

We have many projects and committees that volunteers can be involved with. Please contact the office if you would like to volunteer.

### **Committee Reports**

#### **Membership Chaired**

##### ○ **Conservation Committee**

- Reported by Chair Lemke:
- The lake has been spot treated with an herbicide by Rodney and Jim.
- Procellacor was applied to Heritage Lake this month. Procellacor is the product that is to control the milfoil for three years.
- Jim is working on scheduling the sediment basin cleanouts with Jeff Miller.
- I reported to the board in the 4th quarter of last year that modifications to the Raleigh Sediment Basin is necessary. Keith Plavik our old engineer who does the dam inspections suggested adding an "L" shaped standpipe in the sediment basin. The idea being that the water level in a rain event would come up to the level of the existing pipes and excess water would spill over into the new discharge pipe increasing the capacity of the sediment basin to discharge water. In February, Jeff Miller and I spoke, and he said the modifications were not possible... not enough rise and run but offered an alternative solution adding another discharge pipe for around \$10,000. I sent Jim Grant (the committee person who manages the sediment basins) and Keith the email explaining if we were going to spend that kind of money, I wanted a professional plan to increase the capacity of the basin to discharge water which did not include the 3 current discharge pipes which are clogged all the time. Jim and Keith are trying to find that solution. I followed up with Jim last week, so I know the problem is being worked.
- Andrew Clinton handles the fish stocking. He will make a recommendation on what should be stocked based on historical data from the DNR and have it approved by the committee.
- Rodney sent me a note about a new member to the committee Rachel Mitchell. We have exchanged emails and I will meet with her to get her up to speed on our activities.

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- Dam Report by Austin Engineering, Engineer Birch:
- Information that the board voted to stick with a two-pipe system was presented to the Department of Natural Resources. The DNR responded with emails looking for further information. The DNR provided directive on what they need to grant permission to do Step 3. We are to get a permit in hand to do the lining of your existing primary spillway pipe and to also fix the draw-down mechanism to help regulate the lake levels better. The current valve has wear and tear and maintenance is needed.
- The DNR agreed to allow 7 years to do Step 4, which is the new auxiliary spillway pipe that is a 5' diameter pipe with manholes.
- I have a proposal tonight for you to consider. You can either vote on it tonight, or you can think about it and we can come back next month.
- Proposal for board consideration. Step 3 has overlap into Step 4, DNR is requiring it now before lining the pipe. Services for most projects in civil engineering land somewhere in the 15% of fees. One line item that could save some money, is the operations and maintenance plan, and emergency action plan and we need to check for a formal one on file. This would be a \$9500 line item if you share anything you may have, we can re-evaluate that \$9500 line item for that work.
- Step 3 will result in enough of an engineering plan to solicit private bids for the job to better estimate cost.
- Step 4 will be ready to execute when the board is ready to proceed.

○ **Environmental Control Committee**

- Chair Weir reported
- 4 tree permits were approved
- EC Committee discussed the application received for a privacy fence for 42 Yorkshire and member's proposal to allow everyone along Fast Ave. to have a privacy fence and whether to amend the bylaws which state no privacy fences. Chain link fence and shrubbery options were discussed as opposed to a fence, to use it for privacy rather than a privacy fence. ECC decided that if we do want a privacy fence, we would want to set a standard of 1 or 2 available fence options to prevent a subdivision that is constructed of many different looking fences which could have an adverse effect on the subdivision. ECC needs advice from the board or the attorney on whether the bylaws can be changed for 15 lots only. The ECC has not come up with a decision yet.
- Board suggested replacing the split rail fence along Fast Ave. and allowing members who wanted to plant their bushes behind. The look on the other side of Fast Avenue is not something we want here at the lake. Issues arise when allowing only certain members to have privacy fences and others cannot. The old entry way off Fast Avenue pre-dated the Lake and the culvert belongs to Tazewell County. President Reed will check with County about removing the culvert.

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- Chair Weir: The County is discussing creating a walking path extending to Bradford.
- Member Himmel: I was not necessarily requesting a privacy fence around my yard. I just need some type of barrier between my family and the road. I have people drive up next to my garage. Three out of seven of my neighbors agree that they would install the same type of white vinyl privacy fence. A car drove through our yard last week, police were called. Aesthetically, from the road, anyone who drives down the road when I have my garage door open can see everything I own in my garage, it would not take anyone a second and grab anything they want and disappear. If I take my garbage outside try to clean stuff everyone sees this as they are driving by, it's embarrassing. I think it would look really nice, this white vinyl privacy all the way down one side.
- Chair Weir: the ECC would approve a chain link fence without any problem. The problem with the privacy fence is if we say yes to one person, then we can't say no to another.
- Chair Weir recommended that the board get a legal opinion on whether we can allow a privacy fence in on certain lots and not on others. This may handcuff us once we say yes, I don't know what criteria you would be able to say no.
- President Reed will follow-up with the attorney and it sounds like a chain link fence is acceptable to the homeowner as second choice.
- Member Himmel: what if HLA itself put up a white vinyl privacy fence the entire length of HLA that it isn't a single residence asking for a privacy fence but was HLA installing a privacy fence for the entire Fast Avenue set of houses?
- Treasurer Waldorf: I would vote no against white vinyl fence based on what the other side of Fast Avenue looks like. Chain link makes sense. but the white vinyl fences have a limited life span, and white vinyl fences are not consistent with what this lake is all about.

○ **Road Committee/SSA**

- Continued to work with the county engineer on a quote for Beach/Pavilion area and the Heritage Dr ditch work near beach parking lot, NW side of road.
- Kenton St Speed Bump dimensions and position were sent to the county engineer for quoting.
- The road committee will be documenting areas that need spray patch in July. Spray patching will take place in September.
- The Road Committee would like to reach out for volunteers to help with maintenance and upkeep of the roads. We are looking for committee members ready to work on project planning and execution. We would prefer volunteers with road construction, excavation, or an engineering background. Please submit your desire to volunteer and qualifications to the office.

**Board Chaired**

○ **Maintenance**

- No Report.

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○ **Pool and Lodge**

- Received quote of \$3,000 to on repair of pool walls, that are crumbling and cave-in work to begin next week
- Returned the pool pump to Armature Pump to fix the impeller that was loose They will give us a quote for repair, if needed, or if they just need to tighten. We will need to reinstall it.
- No permission received from County to open the pool, hoping it will be soon.
- Lodge: Received 2 quotes and awaiting 2 more quotes for roof replacement due to hail damage. Insurance estimated \$19,000 for replacement once the board decides which material to use. Work will be scheduled.
- Lodge is still closed, should be open for rental starting Friday if we move into Phase 4.
- Olivia Kneip was hired as Pool Manager, 1 lifeguard hired, John Nafziger, and he is also helping with security at the beach. We have 4 other applications but are waiting to see if we can open the pool.

○ **Outdoor Amenities**

- Director Stalzer discussed issues with the docks and the docks will be assessed for issues and size.
- Discussed having volunteer days at the beach area.

○ **Zoning Security**

- Security was stepped up at the beach and volunteers have been taking pictures of license plates and writing warnings to try to keep non-members out of the amenities.
- On the 4th of July we will have tent at the boat ramp with Olivia Kneip to make check members and guests along with Randy Davis will also be there part of the day. If not a member or guest with a member they will not be allowed to put their boat in the lake.
- Members can submit license plate numbers photos of anyone without current stickers and send to the office but should not call the county regarding vehicle stickers.
- If members see issues of someone breaking the law, members should call the Tazewell County.

**UNFINISHED BUSINESS**

**NEW BUSINESS**

- HLA process for selling lots
- Received requests to purchase HLA owned lots
  - Treasurer Waldorf proposed the following process for selling Heritage Lake Association owned lots

Process for selling Heritage Lake Association owned lots

1. The HLA office will maintain a list of lots available for sale for membership privileges. The list will include the Tazewell County PIN. A field will be developed for the HLA database so

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that the list can be easily generated and maintained. Lots that are to be permanently owned by the Association will also be identified in the database.

2. The lots will be sold for \$100.00
3. Interested persons will be sent a list of available lots. They will also be sent a document detailing the assessments, available amenities, and reference to the Association By-laws, Rules & Regulations and ECC documents.
4. Requests to purchase a lot will be sent to the Board and voted on at the next regular meeting.
5. If the sale is approved by the Board, the HLA office will send out notice of first refusal to the adjacent properties via certified and regular mail.
6. After the 10-day waiting period, if no response has been received or if the waiver has been declined in writing, the Office will prepare a Quit Deed for the property. If the buyer would prefer that the deed be prepared by an attorney, that will be their responsibility.
7. HLA will record the transfer with the county. The recording fee will be paid by the purchaser concurrent with the purchase price of the lot. Currently that fee is \$57.40, this fee is set by the county and not HLA.
8. Association assessments will be pro-rated to the date of the sale and due at the time of the sale.
9. There will be no transfer fee for the sale.

Properties purchased at foreclosures or tax sales will be subject to the transfer fee and pro-rated assessments.

- Motion to approve the HLA process for selling lots as provided by Treasurer Waldorf

Motion By: President Reed      Seconded By: Director Stickrod      Vote tally: 4-0

- Received an intent to purchase 229 Westminster, Unit 4, lot 47, PIN 13-13-15-103-028.
- Motion made to accept the intent to purchase 229 Westminster, Unit 4, lot 47

Motion By: President Reed      Seconded By: Director Cassatt      Vote tally: 4-0

- Dumpsters have been removed at Lodge
- Railing by fishing dock, Vice President Stalzer will investigate possibility of adding a railing
- Lodge:

Director Stickrod: I would like a level of investment from the Board on upgrading the Lodge. I will get quotes for possible ways to upgrade the lodge siding and investigate some possible remodeling on the inside of the lodge. One of the heaters and air conditioners has failed recently and parts are no longer available. I have access to equipment to upgrade the lodge with projector and visual screens for meeting presentations. I will donate the equipment. I would like to request that Finance committee investigate what can be spent on the exterior of the lodge taking into consideration what will be needed to spend on

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the dam. More discussion for next meeting.

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

**Executive Session:** 8:50 pm

Motion By: President Reed                      Seconded By: Director Stickrod                      Vote tally: 4-0

**Executive Session Adjournment:** 9:10 pm

Motion By: Director Stickrod                      Seconded By: President Reed                      Vote tally: 4-0

**New Board Member**

- Tom Keith resigned in the May 2020 board meeting.
- Motion to add James Henry as a board member to replace Tom Keith. James will be the Director of Security.

Motion By: Director Stickrod                      Seconded By: President Reed                      Vote tally: 4-0

**Meeting Adjournment:** 9:12 pm

Motion to Adjourn By: Director Stickrod                      Seconded By: Vice President Stalzer                      Vote tally: 4-0