

Call to Order: 7:11 pm

**Roll Call**

Present			Absent
President Reed Treasurer Waldorf	Vice President Stalzer (7:15 pm)  Director Henry (departed at 8:15 PM)	Director Stickrod (7:30 pm)	Director Cassatt  Board Member Coan

**Approval of October Minutes (after 7:30 pm)**

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

**Approval of Expenditures (after 7:30 pm)**

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

**Treasurer's Report**

All data presented is as of October 31, 2020.

The Total Cash Balance is \$1,609,649.33 and is made up of the following fund balances:

Emergency Fund	\$140,927.15
General Funds	\$1,026,325.77
Lake Funds	\$271,855.21
Road Funds	\$128,722.64

The above funds include checking and CDAR accounts.

The outstanding receivables total is \$120,740.15, a decrease of \$15,201.06. For additional breakdown, please refer to the September 30, 2020 Balance Sheet.

The Year-to-Date Net Income is \$93,797.24 with Revenues of \$344,775.62 and Expenses of \$250,978.38. Please see the Profit and Loss Statement for further detail.

As for actual Cash details, for the month of September the cash deposits were \$23,953.88 and the cash expenditures were \$43,552.20. Additional report details are posted on the Heritage Lake website.

The \$25 late fee was added to approximately 100 accounts which had not paid their Lake Fund by November 1.

The Finance Committee did not meet in October  
This concludes the treasurer's report for November 23, 2020.

**President's Report**

No Report

**Committee Reports**

**Membership Chaired**

**Conservation Committee**

No Report

**Environmental Control Committee**

Chair Weir reported:

- 1 driveway permit issued
- 1 tree removal permit issued

**Road Committee/SSA**

**SSA**

- 2021 SSA member list will need to be approved at the December meeting.
- President Reed clarified with the County Ordinance that while commission terms are 3 years long, they automatically extend for the current commissioner until a new person is appointed (Section 4, Part B)
  - After approval of the motion during the Oct 2020 HLA board meeting, the current SSA Commission terms are as follows:
    - Bonnie Lemke: appointed at March 25, 2019 Board Meeting, 3 year term expires March 25, 2022.
    - Jim Flynn: appointed at October 26, 2020 Board Meeting, 3 year term expires October 26, 2023
    - Brad Reed: appointed at October 26, 2020 Board Meeting, 3 year term expires October 26, 2023

**Road Committee**

- Kenton speed bump is complete. It is painted and signs are up. The speed bump is less aggressive.
- Spray patching will not be done this year due to weather change

**Board Chaired**

**Maintenance**

- Maintenance staff is prepared for first snow, including multiple repairs to trucks and plows such as new tires on ¾ ton, front-end work and alignment and new batters in the 1 ton. Delivery of 13.5 tons of salt. Also completed shoulder work between Kenton and Windsor and are in the process of clearing entrance culverts.

**Office Organization/Website**

- Director Henry will reach out to the webmaster and the Microsoft client to discuss email change. Suggested we stay with Office 365.
- The office email address has delivery issues and domain name ownership clarification will be also discussed with the webmaster

### **Pool & Lodge**

#### **Lodge:**

- Director Stickrod conducted some research on how fireplace works and determined that we can put AV system in the fireplace cavities on the side of the fireplace. Electrical is pulled for the screen.
- Discussed location of computer and equipment. Mantels have been removed and recycled
- Electrician evaluated the electrical panel and found some issues and will provide a quote.
- The Lodge Renovation committee did not meet this month. Planning to hold a Zoom meeting soon.
- Lodge will not be rented out in December due to COVID Tier 3 Mandate.
- Maintenance staff will be able to assist during December to help with Lodge renovations.

#### **Pool**

Director Stickrod reported that the pool may need a little more water to get it solid for the winter.

### **Outdoor Amenities**

- Dog duty bags were purchased and placed at the dog park.
- Signs will be purchased reminding dog owners to clean-up after their dogs.
- No significant fence issues at the dog park at this time.
- Removed a dead ash tree near the beach
- Window at the beach house is ordered and will be replaced.
- Director Stalzer will research the County ordinance regarding leaves being disposed into the lake.
- Director Stalzer will draft language to send out a letter to the member who was discarding leaves into the lake.

### **Admin/HR**

- We are still receiving resumes for Office Administrator
- Treasurer Waldorf, Director Stickrod, Vice President Stalzer and Patty Parmele will be conducting the interviews.

### **Building/Zoning/Security**

- Received a report of 4-wheeling behind the Lodge. Randy Davis discussed with the member.
- Director Henry will draft an online posting for snowmobiling.
- Director Henry will discuss with Randy Davis how the County handles unlicensed vehicles parked on the roads.

### **Unfinished Business**

Request from member Porter to dredge his cove area. October meeting Conservation Chair Lemke sent out a proposal defining what will be done.



- President Reed made a motion to allow member Porter to clean out a portion of Heritage Lake near his property, at his expense, with no expense to HLA.
  - Director Henry left after this vote

Motion By: President Reed      Seconded By: Vice President Stalzer      Vote tally: 5-0

- The 2 remaining HLA lot sales were signed and are now completed.
- The revision of the HLA Dam Funds allocation was not discussed or voted on. It will be discussed during the December board meeting.

### **New Business**

December board meeting will be December 21 which allows the 30-day member notice of the budget.

Date of Record will be February 10, 2021, Annual Meeting date will be March 27, 2021

### **Membership Questions**

- Member Keene inquired about the overall budget increase for 2021
  - The pool and lodge budget increased in order to cover periodic maintenance on the pool and tennis courts, and backlogged maintenance on the lodge.
  - Security budget was increased to allow for additional patrols in the summer.

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

### **Executive Session**

Motion By:      Seconded By:      Vote tally:

### **Executive Session Adjournment**

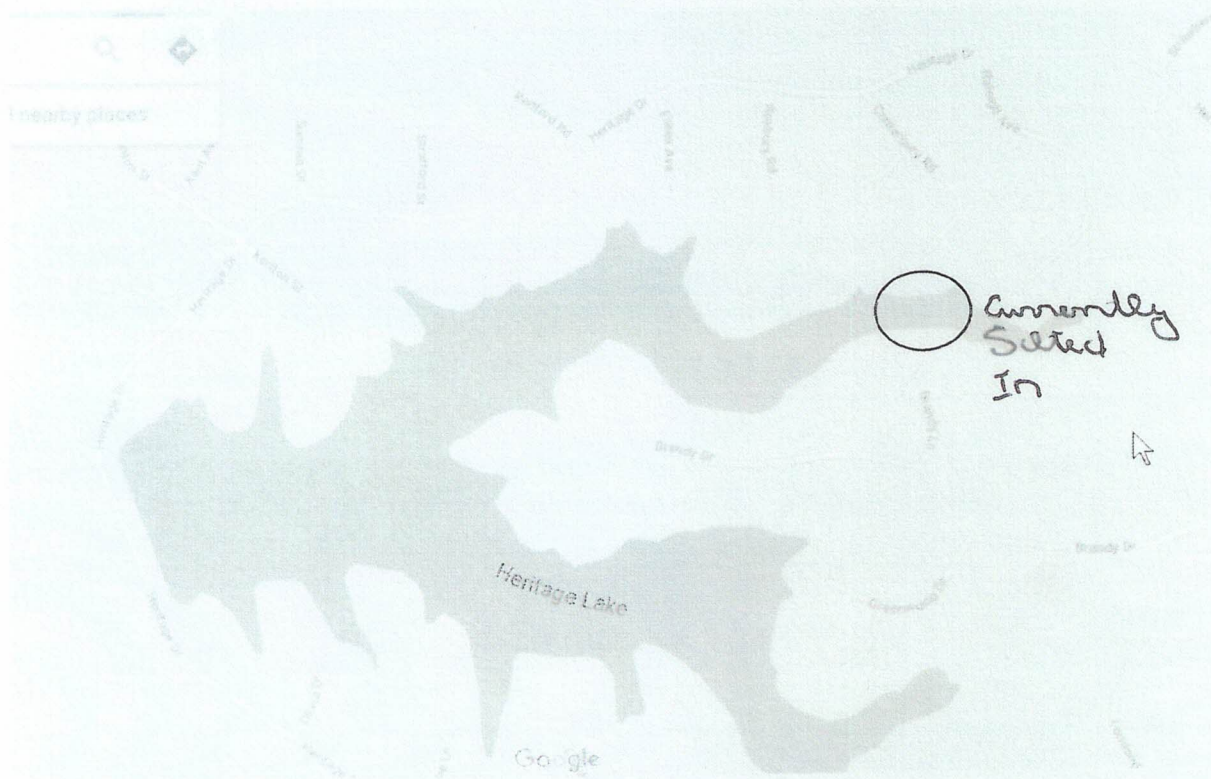
Motion by:      Seconded By:      Vote tally:

### **Meeting Adjournment:** 8:42 pm

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

## Porter Cove Cleanout Project

Location -



The Porters would like to clean silt from the north shore of their cove. The area used to be lake but has silted in over the years. The Porters plan to remove between 10 to 25 ft of material to a depth of 4 to 6 feet. The sediment removed will be spread back from the new shoreline. The Williams requested that the height of the silt does not exceed 12". This means that the silt will have to be spread back from the new shoreline and smoothed out as opposed to creating a pile.



# Porter Cove Cleanout Project



This shows the proposed area, 10 to 25 feet back from the shoreline.



## Porter Cove Cleanout Project



This is standing on the shoreline shooting back toward the Porter's Home.



## Porter Cove Cleanout Project



This is the area from in front of the Williams's home. They would like to be certain the silt removed does not obstruct their view of the lake and requested the silt be smoothed out in this area not to exceed 12".



## Porter Cove Cleanout Project

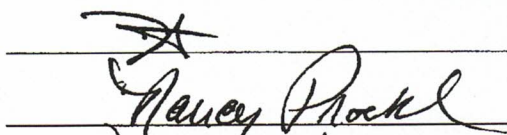
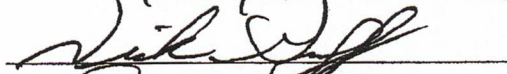

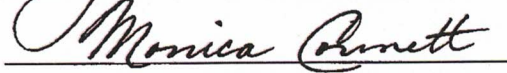
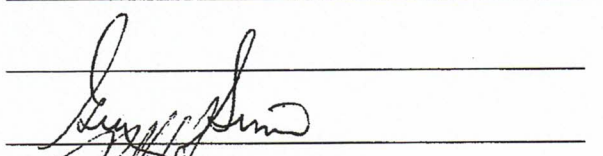





This is the current condition of the shoreline in front of the Williams's Home.

COMMITTEE REPORT

Mr. Chairman and Members of the Tazewell County Board:

Your Executive Committees have considered the following ORDINANCE and recommends that it be adopted by the Board:

   	   
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RESOLUTION

WHEREAS, the County's Executive Committee recommends to the County Board to adopt the attached Ordinance establishing the Heritage Lake Special Service Area Commission; and

WHEREAS, the Ordinance is intended to create and establish a commission for the purpose of overseeing and managing the operations of the Heritage Lake Special Service Area and to annually consider, prepare and submit to the County Board an appropriation ordinance and tax levy ordinance for the SSA.

THEREFORE BE IT RESOLVED that the County Board approve this recommendation.

BE IT FURTHER RESOLVED that the County Clerk notifies the County Board Office, the Highway Department, the Treasurer, Attorney Bob Brown and the Auditor of this action.

PASSED THIS 27<sup>th</sup> DAY OF SEPTEMBER, 2017.

ATTEST:

  
Tazewell County Clerk

  
Tazewell County Board Chairman



**ORDINANCE NO. E-17-106**

**AN ORDINANCE ESTABLISHING  
THE HERITAGE LAKE SPECIAL SERVICE AREA COMMISSION**

**WHEREAS**, the County of Tazewell, State of Illinois (the "County") has the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and affairs and that protect the public health, safety, and welfare of its citizens; and

**WHEREAS**, this Ordinance is adopted pursuant to the provisions of the Illinois Special Service Area Act, 35 ILCS 200/27-1 *et seq.* (the "Act"); and

**WHEREAS**, this Ordinance is intended to create and establish a commission for the purpose of overseeing and managing the operations of the Heritage Lake Special Service Area (the "SSA") and to annually consider, prepare and submit to the County Board an appropriation ordinance and tax levy ordinance for the SSA;

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNTY BOARD OF THE COUNTY OF TAZEWEILL, STATE OF ILLINOIS**, an Illinois county, as follows:

**SECTION 1. RECITALS.** The facts and statements contained in the preamble to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

**SECTION 2. CREATION OF HERITAGE LAKE SPECIAL SERVICE AREA COMMISSION.** There is hereby created the Heritage Lake Special Service Area Commission, which Commission of the County Board shall be subject to and operate according to the following:

**SECTION 3. MEMBERSHIP; APPOINTMENT.** The Heritage Lake Special Service Area Commission shall consist of six (6) Commissioners including a Chairperson. The Commissioners shall be appointed as follows:

(a) **County Commissioners.** Three Commissioners shall consist of the County Administrator, County Engineer and Chairman of the County Transportation Committee;

(b) **Heritage Lake Association Commissioners.** Three Commissioners shall be appointed by the Heritage Lake Association. The three Commissioners appointed by the Heritage Lake Association shall reside within the Heritage Lake Special Service Area and shall be members in good standing of the Heritage Lake Association.

(c) **Prohibited Relationships.**

(1) Notwithstanding any other provision hereof, no Commissioner may be an executive officer, owner, or member of the board of directors of the service provider agency selected for a services contract for that special service area.

(2) Notwithstanding any other provision hereof, no business owned by a Commissioner may, for valuable consideration, provide goods or services as a subcontractor of a service provider agency pursuant to a services contract for the special service area that is the subject of the Heritage Lake Special Service Area.

(3) No business owned by an employee or elected official of the County or a Commissioner, may for valuable consideration, provide goods or services as a subcontractor of a service provider agency pursuant to a services contract for Heritage Lake Special Service Area.

#### **SECTION 4. TERMS.**

All Commissioners of the Heritage Lake Special Service Area Commission shall serve for the following terms:

(a) **County Commissioners.** All County Commissioners shall serve for as long as they shall occupy the position described above in Section 3(a) and until their successors shall be duly elected or appointed and qualified; and

(b) **Heritage Lake Association Commissioners.** Each Heritage Lake Association Commissioner shall serve for a term of three (3) years or until his or her successor has been appointed and qualified. The Heritage Lake Commissioners appointed in 2017 shall be divided into three classes, each class consisting of one representative. The Commissioner in Class I shall hold office for a term of one year, the Commissioner in Class II shall hold office for a term of two years, and the Commissioner in Class III shall hold office for a term of three years, and until their respective successors are appointed and qualified. Thereafter, as their terms of office expire, their successors shall be appointed and shall hold office for a term of three years and until their successors are appointed and qualified.

#### **SECTION 5. MEETINGS OF COMMISSIONERS.**

(a) **Regular Meetings.** Regular meetings of the Commission may be established by the Commission.

(b) **Special Meetings.** Special Meetings of the Commission may be called by the Chairperson or the County Board Chairman.

(c) **Quorum.** A quorum of all acting Commissioners shall consist of and be equal to a majority of active Commissioners. Any positions that may be or remain unfilled on said Commission shall not be counted as active Commissioners when determining the active number of Commissioners for purposes of a quorum. If a quorum



is present, the affirmative vote of the majority of the Commissioners present at the meeting shall be the act of the Commission. At any adjourned meeting at which a quorum shall be present, any business may be transacted which might have been transacted at the original meeting. Withdrawal of Commissioners from any meeting shall not cause a failure of a duly constituted quorum at that meeting.

**(d) Deadlock.**

**(1) Definition.** For purposes of this provision, the term "deadlock" shall mean an even division in the number of Commissioners in the transaction or management of the Commission's affairs, which the Commissioners are unable to break, and which thereby the business of the Commission can no longer be conducted.

**(2) Appointment of Provisional Commissioner.** In the event of a deadlock of the Commissioners, the County Treasurer shall be and become a provisional Commissioner of the Commission. The County Treasurer shall serve only to break the even division of the Commissioners in the transaction or management of the Commission's affairs. Immediately after the even division among the Commissioners has been broken, the County Treasurer shall cease to serve as a Commissioner, until such time as there is again an even division in the number of Commissioners in the management of the Commission's affairs, which the Commissioners are unable to break.

**(e) Participation by Remote Communications.** A Commissioner or a member of a committee appointed by the Commission may participate in a meeting by conference telephone, electronic video screen communication, other electronic transmission or similar communications equipment by means of which all people participating in the meeting can hear one another, each participant can communicate with all of the other participants concurrently, and each participant is provided with the means of participating in all matters before the meeting, including the capacity to propose or to interpose an objection to a specific action to be taken at the meeting. Participation in this manner constitutes presence in person at the meeting.

**(f) Open Meetings Act.** All meetings of the Commission will be subject to the Illinois Open Meetings Act, 5 ILCS 120/1 *et seq.*

## **SECTION 6. CHAIRPERSON; DUTIES AND POWERS.**

**(a) Chairperson.** The Chairperson of the Heritage Lake Special Service Area Commission shall be the County Administrator.

**(b) Powers and Duties of Chairperson.** The Chairperson of the Commission shall have the following duties and powers:

**(1)** To preside over meetings of the Commission;

**(2)** To delegate duties to Commissioners, to such other officers as the Commission may create, and to such committees and subcommittees of the

Commission as may be created;

(3) To obtain performance by each of the committees of the Commission, or subcommittees, of its functions and to otherwise cause the functions and duties of the Commission to be performed;

(4) To provide general leadership and direction to the Commission;

(5) To work cooperatively with the Chairman of the County Board and to keep the Chairman of the County Board informed as to the activities and plans of the Commission and as to its recommendations and needs;

(6) To be an ex-officio member of all committees and subcommittees of the Commission; and

(7) To perform such other duties as will advance the purposes of the Commission.

(c) **Powers and Duties of Commission.** The Heritage Lake Special Service Area Commission shall have the following duties and responsibilities:

(1) It shall generally provide oversight and management to and for the Heritage Lake Special Service Area;

(2) It shall annually prepare and submit to the County Board a Budget for the Heritage Lake Special Service Area on or before August 15<sup>th</sup> of each year;

(3) It shall annually prepare and submit to the County Board an Appropriation Ordinance for the Heritage Lake Special Service Area;

(4) It shall annually prepare and submit to the County Board a Tax Levy Ordinance for the Heritage Lake Special Service Area;

(5) It shall prepare and recommend to the County Board from time to time such changes in the Ordinance creating the Heritage Lake Special Service Area and the boundaries of the special service area or any part thereof as may be deemed necessary by the Commission;

(6) It shall prepare and recommend to the County Board from time to time plans and/or recommendations for specific improvements in pursuance of the Heritage Lake Special Service Area.

(7) It shall annually receive from the Heritage Lake Association a list of Property Owners each of whom is to be assessed, and the specific properties to be assessed, in the next succeeding tax year;

(8) It shall review and approve the list of Property Owners received from the Heritage Lake Association, and shall certify such list to the County Clerk;

(9) It shall exercise such other powers germane to the powers granted and as may be conferred by the County Board.

**SECTION 7. RECORD TO BE KEPT.** The Heritage Lake Special Service Area Commission shall keep a public record of its resolutions, findings, and determinations. It shall



also file an annual report with the Chairman of the County Board and the County Board setting forth its transactions and recommendations. The Commission shall comply with the Illinois Freedom of Information Act, 5 ILCS 140/1 *et seq.*

**SECTION 8. RULES AND REGULATIONS.** The Heritage Lake Special Service Area Commission shall establish such rules and regulations as are necessary or are desirable for its administrative operation.

**SECTION 9. SEVERABILITY.** If any provision of this Ordinance, or the application of any provision of this Ordinance, is held unconstitutional or otherwise invalid, such a determination shall not affect any other provision of this Ordinance, or its application, that can be given effect without the unconstitutional or invalid provision or its application. Each unconstitutional or invalid provision, or application of such provision, is severable, unless otherwise provided by this Ordinance.

**SECTION 10. EFFECTIVE DATE.** This Ordinance shall be in full force and effect from and after its passage and approval and publication as required by law.

**SECTION 11. CONFLICTS.** That all ordinances or parts thereof in conflict herewith are hereby expressly repealed.

**PASSED AND APPROVED** this 27<sup>th</sup> day of September, 2017, pursuant to a roll call vote as follows:

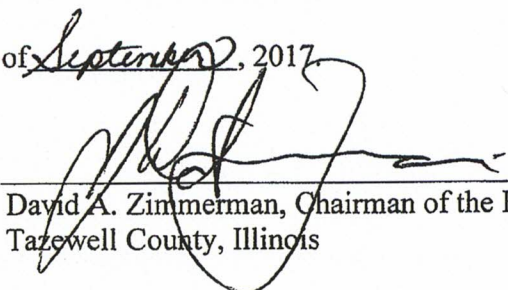
AYES: 20

NAYS: 0

ABSENT: 1

ABSTENTION: 0

**APPROVED** by me this 27<sup>th</sup> day of September, 2017

  
\_\_\_\_\_  
David A. Zimmerman, Chairman of the Board  
Tazewell County, Illinois

**ATTESTED**, filed in my office,  
and published in pamphlet form  
this 27<sup>th</sup> day of September 2017.

Christie Webb  
Christie Webb, County  
Clerk Tazewell County,  
Illinois.