

HLA January Board Meeting Minutes
February 28, 2022

Call to Order: 6:00pm

Roll Call

Present			Absent
President Reed Vice President Stalzer Treasurer Waldorf	Secretary Parmele Director Cagle Director Stickrod		

Approval of December Minutes

Motion By: Vice President Stalzer Seconded By: Secretary Parmele Vote tally: 6-0

Approval of Expenditures

Motion By: Treasurer Waldorf Seconded By: Vice President Stalzer Vote tally: 6-0

Treasurer's Report

All data presented is as of January 31, 2022.

The Total Cash Balance is \$1,620,374.71 and is made up of the following fund balances:

Emergency Fund\$154,401.03
General Funds\$672,981.17
Infrastructure Reserve Fund\$390,995.49
Lake Funds\$276,480.61
Road Funds\$125,516.41

The above funds include checking and CDAR accounts.

The outstanding receivables total is \$43,231.53, a decrease of \$46,740.16. For additional breakdown, please refer to the January 31, 2022, Balance Sheet.

The Year-to-Date Net Income is \$-12,429.87 with Revenues of \$8,465.35 and Expenses of \$20,895.22. Please see the Profit and Loss Statement for further detail.

As for actual Cash details, for the month of January the cash deposits were \$59,560.45 and the cash expenditures were \$17,295.94. 2022 Assessments were mailed at the end of January and are due March 1. Additional report details are posted on the Heritage Lake website.

There were no unusual expenses in January.

The Finance Committee did not meet in February. The 2021 Year End Compilation has been completed and will be presented at the 2022 Annual meeting.

This concludes the treasurer's report for February 28, 2022.

President's Report

Nothing to report.

COMMITTEE REPORTS - MEMBERSHIP CHAIRED

Conservation Committee – Chair Kurt Lemke/President Reed

- Lake weed abatement – received bids for \$24,000-\$30,000 for a 12 month contract which is not viable. Chair Lemke will reach out to two other vendors for weed abatement. Director Stickrod offered to assist Kurt in handling spraying.
- Dam engineering update - no update

Environmental Control Committee – Chair Tim Weir

- No permits issued.
- ECC has proposed language changes to CCE&R's that will be brought to the Annual Meeting. Chair Weir will provide proposed changes to the Board prior to Annual Meeting.
- President Reed informed Chair Weir of a previous board meeting conversation where the Board of Directors generally did not support a black vinyl fence requirement.

Social Committee – Chair Secretary Parmele

- Social Committee met in February and made list of event/activity ideas. They will be meeting again in March to start finalizing the events for 2022.
- Need a volunteer to coordinate the Easter Egg Hunt

Road Committee/SSA – Chair President Reed

- The SSA Member list was submitted to Tazewell County on Jan 17, 2022. Angie Gandy (Tazewell County) contacted HLA on January 25, 2022, regarding some errors when the list was submitted. These errors were 3 retired parcels (new PINs), and a duplicate entry that needed to be updated.
 - During the review, Treasurer Waldorf discovered 8 tax sale lots that were sold by the Tazewell County Trustee on Dec 21, 2021. The county, the trustee, nor the lot owner notified HLA.
 - The sale of these lots resulted in 5 new HLA members. Since the list needed to be updated per the county's request for the retired and duplicate parcels, these tax sale parcels were added to the member list. Treasurer Waldorf also sent a letter to these members informing them of the upcoming annual assessment.
 - The result of these additions is a reduction in the per member SSA tax.
 - Recommend approving the new member list with the additional members.

Motion to accept Revised statement: As of Dec 31, 2021, there are 605 members.

Motion By: President Reed Seconded By: Treasurer Waldorf Vote tally: 6-0

- The 2022 tax levy is \$425,000, with the revised member list, the per member SSA tax is \$702.48. The per member SSA tax is higher because the number of members decreased from 620 to 605.
- The road committee met to review the road damage on Heritage Dr near Kenton.

- The road damage was caused by a saturated road base, resulting in a soft base, and thus damage to the road surface.
- This area has some history. This area was resurfaced with asphalt in the late 2000's and resurfaced with seal coat in 2016. In August 2019, water was found weeping out of the road surface after a period of heavy rain. This weep continued for a few weeks. The Village of Mackinaw water department was contacted since the weep area is directly above a water line that crosses the street. At the time, Mackinaw water stated the cause was not related to the water system. HLA pursued a drain style repair located right over the weep, with plans drawn up by Tazewell County, was installed by a contractor. The bottom of the drain was excavated to the grade of the bottom of the west side ditch. River rock was used for fill, along with fabric at the top. Asphalt was used to patch the road. The weep was not seen again until fall 2020, and the weep stopped again. It continued to reappear when the ground was wet and did not appear to be causing any road issues at the time. There was concern that the next step would be expensive, involving exploratory digging to hopefully find and divert the source. Since it appeared to not cause damage at the time, the expense did not seem to be worth it.
- It appears the area is much more saturated than it has been in the past. Weeping at rates of around 16 oz/min. The road committee is again working with Mackinaw water and Tazewell County to address the issue. Solutions will likely include ditch work and drainpipes in the east and west ditches, as well as crossing the road. We will likely need to expose the water line that crosses the road, which is about 7 ft below the road surface. This work will probably cost over \$20,000 to fix. The intersection may need to be closed for several weeks. Once more information is known, an update will be provided.
- The road committee will be meeting again on March 4th.

Unfinished Business

- Motion to appoint Bob Porter as new Board Member.

Motion By: President Reed Seconded By: Director Cagle Vote tally: 6-0

- Heritage Lake sign: Director Porter distributed copies of sample signs. Director Porter will check back on total pricing of the Board preferred sign type.
- Reminder of date for annual meeting - Annual Meeting Date: March 19. Secretary Parmele is working on a teller committee for the annual meeting/date for counting. President Reed asked which Board members would be reporting at the Annual Meeting.
- Road Weight Limit Violations (2) – Member provided explanation of over weight limit delivery truck that was delivering a replacement for appliance. President Reed stated this was an exception to the rule, Board agreed.
- Discussion to conduct review of road weight limits Director Porter will work on limits vs types of trucks.
- Remaining violation was tabled until the next Board meeting, depending on weight limit review.
- Treasurer Waldorf asked Vice President Stalzer to see if there is interest with his committee in putting in horseshoe pits in at the campground.

New Business

- Member complaint regarding stacking of debris that blows into neighbor's yards and cars parked on roadside that do not work.
 - Letter will be sent to member with the copy of the applicable Bylaws.
- Discussion regarding non-running vehicle parked on Martinique.
- Off road vehicle rules and violations.
 - Discussed snow mobiles/utvs on the slope area of dam
 - Discussed modified motorcycle incident on the lake – potential ways to hold members accountable.
 - Discussion around adding a speed limit of 20 mph and a noise limit of around 94 to 96 db to the rules and regulations
 - Agreed that some activities are fine, but racing is not.

BOARD CHAIRED

Maintenance

- Maintenance has kept busy with keeping roads clean and repairing plow equipment.

Pool & Lodge

- Pool: will be posting opening for pool manager.
- Director Stickrod is working with pool contractor on automated chemical management system.
- Discussion of compensating lifeguards for partial certification if work if they work through end of pool season (last pay period after Aug 1), with a minimum number of hours.
 - The board agreed to the following: pay \$150 towards lifeguard classes. Payable in the next pay period after Aug 1. Includes those trained in 2021. Set a defined number of work required before the payout - the number of hours was not available at the meeting. Director Stickrod and Treasurer Waldorf will have a proposal at the March monthly board meeting.
 - While the board agreed on the principles above, there was not a vote or agreement to move forward yet without a defined number of work hours.
- Director Stickrod will draft Pool Manager job description.
- Swim lessons will be part of the lifeguard job duties.
- Lodge renovation update:
 - Lights installed at zero cost to HLA.
 - Will pursue engaging an engineer at this point, show current plan and additional bathroom by pool.
 - Treasurer Waldorf asked if were close enough to know what involvement and cost it would be for pool house.
 - Intent will be to reach out to engineer asking pros and cons of bathroom at the lodge vs making bathhouse by pool. Board approved for Director Stickrod reach out to engineers. Director Stickrod will try to select an engineer familiar with our size of pool-private association.
 - Lodge parking lot set to fix in July/August, received an initial quote for the lodge sidewalk. President Reed to follow-up with the contractor on what was included in the quote.

Outdoor Amenities

- Update on beach walking path erosion – Vice President Stalzer requested dock estimate for mini marina.

- Received new quote from Mud Man on the beach access steps due to increase of culvert side, 2 additional culverts to take water down to lake, does not include seeding.

Motion to approve the proposal from Mud Man Concrete Construction for the new Beach access steps, bid was \$9,070, with approval to spend up to \$10,000 if required.

Motion By: President Reed Seconded By: Director Cagle Vote tally: 6-0

Office Organization/Website

- Total decals ytd - 888
 - Total tickets issued since last meeting - 1
 - Total violations issued since last meeting - 0
 - Total real estate transfers since last meeting - 2
 - Total guest passes since last month - 0
 - Total event passes since last month – 0
 - Lodge rentals since last meeting – 1
 - Total payment plans ytd - 1
- New attorney Michael Seghetti will be attending the Annual Meeting. He is reviewing our annual meeting documents and processes. President Reed requested Board members to review the Bylaws and send feedback to the office.
 - Annual Meeting materials were drafted and finalized. Ballots & President's letter were sent to the printer on February 23. Members of the Social Committee and volunteers will be stuffing envelopes at the Lodge on March 3. All Annual Meeting materials are scheduled to be mailed out on March 4.
 - Vehicle Decals will be available in the office within the next week.
 - Guest passes – will discuss at March meeting.

Admin/HR

Director Porter will need to complete Code of Conduct.

Building/Zoning/Security

- Removal of boats from HL Amenity on Brandy Drive – letters sent, haven't heard back on them.

Membership Questions

Open Floor for Members 3-minute time limit.

No questions

Number of member attendees: 6

Number of non-member attendees: 0

Members present:

Tracy Burdette (as HLA Office manager running the meeting)

Bob Porter

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Kurt Lemke
Bill Sendlak
Christine Juneman
Tim Weir
Kent Connett - Via Zoom

**Executive Session (No Executive Session for February Meeting) Executive Session Adjournment
– N/A**

Meeting Adjournment (9:00 PM):

Motion to Adjourn By: Secretary Parmele Seconded By: Director Cagle Vote tally: 6-0