

HLA December Board Meeting Minutes
December 20, 2022

Call to Order: 6:05pm

Present			Absent
President Reed Vice President Stalzer Secretary Parmele	Director Cagle Director Porter		Director Stickrod

Approval of Minutes

Motion to approve November Meeting Minutes

Motion by: Vice President Stalzer Seconded by: Director Porter Vote Tally: 5-0

Approval of Expenditures

Motion to approve November Expenditures

Motion By: Secretary Parmele Seconded By: Director Cagle Vote tally: 5-0

Treasurer's Report

All data presented is as of November 30, 2022.

The Total Cash Balance is \$1,692,954.70 and is made up of the following fund balances:

Emergency Fund	\$168,663.01
General Funds	\$694,949.36
Infrastructure Reserve Fund	\$392,728.76
Lake Funds	\$308,863.18
Road Funds	\$127,750.39

The above funds include checking and CDAR accounts.

The outstanding receivables total is \$103,270.78, a decrease of \$419.32. For additional breakdown, please refer to the November 30, 2022, Balance Sheet.

The Year-to-Date Net Income is \$ 93,007.24 with Revenues of \$365,580.86 and Expenses of \$272,573.62. Please see the YTD Profit and Loss Statement for further detail.

As for actual Cash details, for the month of November the cash deposits were \$4,739.49 and the cash expenditures were \$26,226.23.

There were no unusual expenses in November. Additional report details are posted on the Heritage Lake website. The Finance Committee met in November to discuss the 2023 budget, add members to the finance committee, and discuss the Treasurer's position. Any outstanding balances are due prior to the date of record.

President's Report – Reported by President Reed

A brief update was given in the search for a new Treasurer. Candidates are being pursued, but as of now there aren't any commitments.

New Business

COMMITTEE REPORTS - MEMBERSHIP CHAIRED

Conservation Committee – Chair Kurt Lemke - Reported by President Reed

Engineering teams made good progress the past couple of months. Emergency action plan and operation maintenance manual are complete. The plans are complete along with the contract. They are filling out the permit for pipe lining and spillway inlet work. The dam permit should be submitted soon, probably during the month of January. At that time we will need to write a check for the permit fee that was previously approved. There are a few required forms for the dam permit that need an authorized signature from Heritage Lake:

- Two forms allowing for DNR to come on site and inspect
- A child support form that does not apply to HLA
- An agreement to provide plans and specifications for the dam modifications
- An understanding that IF the DNR determines the dam must be re-classified, it will be subject to the applicable dam safety requirements.
 - As of now there is no change in the dam classification, and there isn't expected to be one. I have discussed with the engineer he has not seen a case where they have had to reclassify a dam.

There was also a financial responsibility form that did not require a signature, but rather stated the yearly cost of dam maintenance (\$1,000) and the cost to safely breach the dam (\$89,000) if the dam was determined to be unsafe in the future. Both were estimated by the engineer, and the maintenance cost was confirmed by HLA. The maintenance cost does not include the cost of major repairs, lake silt bed maintenance, or dam upgrades. HLA was required to commit to either having a bond or line of credit, or have the cash on hand to handle the dam breach expense in an emergency. It was recommended to the board to keep the \$89,000 in a separate fund for this extremely rare situation. The finance committee will come up with a recommended fund structure. There was also some discussion about changing the Bylaws to preserve this fund, and whether a yearly increase was needed, but no action was taken. President Reed will report back in January on the recommended path.

Motion set to aside \$89,000 in a separate fund for the exclusive use in the event of a breach of the dam in an emergency to comply with the financial responsibility clause by the DNR.

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

Environmental Control Committee – Chair Dave Taylor

ECC Chair: Dave Taylor discussed the ECC's role in enforcing the CCE&R's, what is required when making changes, if necessary. Board clarified that some rules may have changed over the years and while some instances appear to be violation in accordance with the current CCE&R's, at the time the situation was created, these instances were not in violation and/or approved by a past board. The board cannot go back and address those issues. Any suggested changes or amendments to the CCE&R's should be sent to the board by February 18 for review before the Annual Meeting. Amendments to the

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CCE&Rs can also be brought up during the Annual Meeting to be voted on by the membership.

- Approved several permits and met with homeowners on the sites.
 - Accessory permit/dog fence
 - Approved 2 tree removal permits.
 - Continue to review front yard fence on Elizabeth Way
- Member requested that the green shading added to her chain link fence be approved. ECC is reviewing the green addition to the fencing. Green shading was not included in the original permit. Board explained shading to chain link fence has not been permitted in the past. Board tabled this issue until after ECC review and discuss in January meeting.

Social Committee - Patty Parmele

- Craft Show:
 - 115 Shoppers attended and received positive feedback from all vendors.
- Christmas Party
 - Event was not well attended.
- Christmas Light Competition
 - 2 entries at this time deadline is 12/16. Amy Kent is the Social Chair for this event and created a scavenger hunt in hopes of drumming up membership involvement.
- Play Group Proposal
 - Hannah Vetter would like to be the Chairman for a Heritage Lake Members Only Parent and their children play group. Plans are for parents and children to meet at the lodge during a weekday. Attendance will determine frequency.
 - Board did not approve this request, due to safety and extra cleanup costs.

Road Committee/SSA –President Reed/Road Committee Chair Reed

- Reminder: road weight limits will be in effect starting Jan 1, 2023

Unfinished Business

- Dredging permit; fine has not been paid.
- Campground keys for the dump station have been distributed. Vice President Stalzer is working on a signage.
- 42 Yorkshire fence, ECC response was sent to member. No response has been received regarding putting center post in to eliminate second swing gate and create a new fence extension to close off one of those swing gate opening.

New Business

- 2023 Budget no changes since it was sent to the Board.

Motion to approve the 2023 Budget as submitted.

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

- The 2023 SSA member list has been reviewed.
 - The only outstanding items are any recent non-public sales of Tazewell County as Trustee lots, and PIN number changes without real estate transactions. We have reached out to

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the county and are trying to figure out how to get a list of PIN number changes. These are not member changes, but rather just PIN changes. The county is requesting a list of changes (additions and removals) for 2023. I don't know exactly what this will look like yet or what their validation process is. Typically, PIN number changes and typos are caught in validation. HLA has no way to determine PIN number changes other than picking through all ~1160 lots. I plan to meet with the County Clerk's office in January to ensure a smooth transition.

Motion to approve the 2023 HLA member list for the HLS SSA; with the understanding that corrections and additions of sold properties, where transactions occurred prior to Jan 1, 2023, may be made up to the submission of the list to the County Clerk's office.

Motion By: President Reed Seconded By: Director Porter Vote tally: 5-0

- Proposal of new Finance Committee member: Matt Eggenberger

Motion to add Matt Eggenberger to the Finance Committee

Motion by: President Reed Seconded by: Vice President Stalzer Vote Tally: 5-0

- Revisions to the Rules and Regulations were distributed to the board. The summary below does not show all the changes that were reviewed and discussed in 2022 but the ones that should be passed before January 1, specifically the road weight limits. The other items reviewed in the Rules and Regulations will be presented at the January or February meeting for a vote.
- Summary of Changes:

II. MOTOR VEHICLE (revised 12-20-2022)

A. State Law Requirements

1. All persons operating motor vehicles operated on any HLA property shall adhere to Illinois traffic laws, including, but not limited to, speed limits, DUI, and distracted driving laws, such as the prohibited use of electronic devices, and having a valid state issued driver's license.

C. Weight and Height Restrictions

1. From the period of January 1 through April 15, no vehicle, trailer, or cargo meeting the criteria below may be driven upon any subdivision road unless given proper permission by the Subdivision Board of Directors.
 - a. Vehicle, trailer, cargo, or combination exceeding a gross combined weight (GCW) limit of 8 tons (16,000 lbs.)
 - b. No vehicle greater than a Federal Highway Administration (FHWA) Class 5 single unit vehicle.
 - c. Exceptions:

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- a. School bus
- b. Weekly trash collection (does not include dumpsters)
- c. Emergency Septic pumping (Must notify the HLA Office)
- d. Emergency repairs as determined and approved by the Director of Maintenance and the Road Committee Chairman
- e. USPS, UPS, FedEx, etc. delivery vans – does not include semi-trucks
- f. Moving vans – no size limit (Must notify the HLA Office)
- g. Any other exceptions as determined by the board.

H. Operation on Frozen HLA Lake

- 1. Motor vehicles, except as provided in Section III herein, are prohibited from entering onto or operating on frozen surface of the HLA lake.

III. Off Road Vehicles (revised 12/20/2022)

A. Golf Carts, Utility Carts, Dirt Bikes, and All / Utility Terrain Vehicles (hereinafter “carts”)

- 1. All carts operated on HLA property must be registered with the HLA Office and must display a current annual HLA issued registration sticker.
- 2. Carts shall yield the right-of-way to all motor vehicle traffic and pedestrians, and be operated with courtesy, care, and consideration for the safety of pedestrians and property.
- 3. Carts shall only be operated on HLA paved or campground roads, HLA parking areas, and boat ramp, except to park on the lawn at the pavilion / Volleyball court, campground, and park areas.
- 4. Carts shall only be permitted on the frozen surface of the lake for ice fishing and utility purposes such as property maintenance. Racing on the frozen lake is prohibited.
- 5. The speed limit on the frozen lake is 10 mph.
- 6. Operation within 100 feet of a person on the frozen lake shall be limited to a minimum speed required to maintain forward movement of the cart.
- 7. Carts are not allowed on the dam, the slopes leading to the dam, or any other structures on the dam.
- 8. HLA Member shall be responsible for ensuring lake ice is of sufficient thickness to safely support any cart taken onto the lake and for removal of any vehicle stranded or submerged in the lake.
- 9. Carts operated on any HLA property must adhere to Illinois traffic laws, and HLA Motor Vehicle Rules herein, including, but not limited to, speed limits, DUI, driver’s license requirements, and distracted driving laws, such as the prohibited use of electronic devices.
- 10. Headlights and taillights on carts are to be illuminated during operation.

B. Off Road Vehicle and Snowmobile Requirements

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1. Rear-mounted slow-moving-vehicle orange triangle.
2. Rear-viewing mirror.
3. Working headlights and taillights.
4. Audible horn or other warning device.
5. Shall not be modified in any manner that affects the manufacturer's recommended mode of operation, speed, or safety.

C. Snowmobiles

1. All snowmobiles operated on HLA property must be registered with the HLA Office and must display a current annual HLA issued registration sticker on a fender.
2. Snowmobiles operated on any HLA property shall adhere to the State of Illinois Snowmobile Registration and Safety Act. The Section herein is based on the laws included in the Act.
3. Snowmobiles operated on any HLA property must adhere to Illinois motor vehicle laws, and HLA Motor Vehicles Rules herein, including, but not limited to, speed limit, DUI, and distracted driving laws, such as the prohibited use of electronic devices, and having a valid driver's license.
4. Snowmobiles shall yield the right-of-way to all motor vehicle traffic and pedestrians, and shall not be operated in a careless, reckless or negligent manner.
5. Snowmobiles shall only be operated alongside and in the same direction of areas and the boat ramp.
6. Snowmobiles shall only be permitted on the frozen surface of the lake for ice fishing and utility purposes such as property maintenance. Racing on the frozen lake is prohibited.
7. The speed limit on the frozen lake is 10 mph.
8. Operation on roadways is permitted where it is necessary to cross a bridge or culvert.
9. Operation within 100 feet of a person on the frozen lake shall be limited to a minimum speed required to maintain forward movement of the snowmobile.
10. Snowmobiles are not allowed on the dam, the slopes leading to the dam, or any other structures on the dam.
11. Snowmobiles are permitted to cross roadways at 90 degrees to the direction of the roadway after a complete stop.
12. HLA Member shall be responsible for ensuring lake ice is of sufficient thickness to safely support any snowmobile taken onto the lake and for removal of any vehicle stranded or submerged on the lake.
13. At least one headlight and one taillight must be on during operation.

D. Citations/Violations

1. Failure to comply with the Off-Road Vehicle and Snowmobile Policy may [in addition to any other remedies available to the HLA] result in a warning, fine, and/or revocation of the HLA Off Road Vehicle registration privileges. The fine assessment range is not less than \$25 and not more than \$100 per incident, depending on the egregiousness of the violation.

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F. Insurance

1. Any personal injury or property damage caused by cart and snowmobile operation shall be the responsibility of the Member or sponsoring Member. HLA assumes no liability for accidents, misuse, theft, damage, injury, or any other occurrence or mishap arising from cart operation on HLA property.
2. The owner of any cart or snowmobile operated on HLA property shall have a valid insurance policy with basic liability coverage recommended by the State of Illinois.

Motion to approve Rules and Regulations as submitted.

Motion By: President Reed Seconded By: Director Porter Vote tally: 5-0

Maintenance - Reported by Director Cagle

- Suggest adding a lead salaried maintenance position. Position will be funded by the labor budget that is not currently being utilized. Director Cagle is going to work through the details.

Pool & Lodge Report Submitted by Director

- **Lodge** Tracy and Patty are revising the rental agreement and will add no fires in the fireplace. We could review the changes to the fees for rental if we have time. It was sent to all the board for review a couple months ago but has not been discussed in a board meeting.
- **Pool** The pool is buttoned up for the winter.

Outdoor Amenities Reported by Vice President Stalzer

- Energy Dissipator concrete repair is complete. Will add more riprap when ground conditions improve.
- Suggest a show appreciation for Bob Thaller and Tiffany Masters. Board approved \$100 gift card to Bob Thaller for his service for the dam work and Tiffany Masters for her services at the Lodge. President Reed will draft a letter of thanks to accompany the gift cards.

Office Organization/Website Reported by Secretary Parmele

- Contacted PIP for 2023 to provide decal proofs. Decals will be ordered the first week of January and should be ready mid-January.
- Annual Meeting info posted on website and Facebook.
- Kyle Schultz is conducting an audit of the website and will provide recommendations.
- Office will be closed the week of December 26 and will reopen Monday, January 2.

Admin/HR

- No report.

Building/Zoning/Security-Reported by Director Porter

- 0 Speeding ticket(s) issued since last board meeting.
- 1 Speeding ticket(s) paid since last board meeting.

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- Other violations: 1 Warning ticket(s) since last board meeting--- parking on roadway-no HLA sticker
- Approved several permits and met with homeowners on the sites.
- Would like to get the cameras up at the beach house.
- A no fire in fireplace sign will be added to the fireplace. The fireplace does not draft well enough to build fires in the fireplace.
- Men's lodge bathroom door needs to be replaced.

Member Question

No questions.

Executive Session:

Motion to move to Executive Session, 8:10 PM

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

Motion to move to Executive Session, 8:20 PM

Motion By: Secretary Parmele Seconded by: Director Porter Vote tally: 5-0

Meeting Adjournment: 8:21 pm

Motion by: Vice President Stalzer Seconded by: Secretary Parmele Vote Tally: 5-0