

HLA January Board Meeting Minutes  
January 24, 2023

Call to Order: 6:07pm

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

**Approval of Minutes**

Motion to approve December Meeting Minutes.

President Reed: One modification to the December Treasurer's Report due to a copy/paste error for the Lake Fund that was caught today. The correct number is: \$308,863.18, the meeting minutes will be updated.

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

**Approval of Expenditures**

Motion to approve December Expenditures

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

**Treasurer's Report**

All data presented is as of December 31, 2022.

The Total Cash Balance is \$1,684,534.41 and is made up of the following fund balances:

Emergency Fund .....	\$168,730.25
General Funds .....	\$688,793.00
Infrastructure Reserve Fund .....	\$393,612.12
Lake Funds .....	\$305,530.64
Road Funds .....	\$127,868.40

The above funds include checking and CDAR accounts.

The outstanding receivables total is \$99,510.30, a decrease of \$3760.48. For additional breakdown, please refer to the December 31, 2022, Balance Sheet.

The Year-to-Date Net Income is \$76,206.24 with Revenues of \$368,423.82 and Expenses of \$292,217.58. Please see the YTD Profit and Loss Statement for further detail.

As for actual Cash details, for the month of December the cash deposits were \$3,226.55 and the cash expenditures were \$15,202.36.

There were no unusual expenses in December. Additional report details will be posted on the Heritage Lake website once year end statements are reviewed. Any outstanding balances are due prior to the date of record.

The values in the Treasurer's report are preliminary values for the end of the year. The accountant is

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going through the process to make sure we have all of our expenditures. Once they are reviewed, it will be posted on the website.

**President's Report – Reported by President Reed**

None

**COMMITTEE REPORTS - MEMBERSHIP CHAIRED**

**Conservation Committee – Chair Kurt Lemke**

- Chair Lemke: Reminder of an invoice for the Procellaor treatment for 2023
- Chair Lemke will notify Keith Plavak that the corrections to the energy dissipater have been completed. Vice President Stalzer will send Chair Lemke photos of the corrections.
- President Reed reported: Signed forms that were reviewed at the last meeting were submitted to the engineer. A form was received recently that needs to be signed, this form will formally allow the engineer to act as the agent for HLA in the dam permitting process. The board previously agreed to this, but wanted to make sure there were not any objections. If we were to object, a board member would need to be available on short notice for questions and meeting.
- There was a question on why the light pole needed to be moved - whether it was the primary spillway or secondary spillway work. The answer is both, the pole will interfere with the secondary spillway, and the guy wires interfere with the primary spillway. The recommendation is to move the light as previously proposed and disconnect the light further down the dam. The engineer noted that any line buried to connect to that other pole will likely need to go below the new secondary spillway, roughly 7-8 feet deep. This will increase the cost to bury the line, and the board already thinks the currently quoted cost is excessive.

**Environmental Control Committee –**

- ECC Chair, Dave Taylor has resigned.
- Currently, we have no new permits.

**Social Committee - Patty Parmele**

- Christmas Light Competition: 7 houses entered the contest. All winners have received their gift cards.
- Chili cook off - Scheduled for 2/11, will check with Sandy & Glen Hoffman to see if assistance from Social Committee is needed.

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

- The SSA Commission met on January 4, 2023, to receive and approve the 2023 member list for the SSA tax levy on the 2023 payable tax bill. List was approved, no issues to report. Need to validate output.
- Discussions have started with the county on the 2023 road and culvert work. The road committee will be meeting in early February to start planning and culvert inspections.

**Unfinished Business**

- Gate at Yorkshire. Confirmed member receipt of last notice. Fine will continue to accumulate each month as outlined in the letter to the member in the original notice letter.

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- Fence in front yard at Elizabeth Way. Discussed with owner and ECC members will look at the situation this weekend to see if a modification to existing rule.
- Screen on fence at Warwick Ct. An opinion has not been submitted. The ECC will provide recommendations no later than next board meeting.
- Tree fine has not been paid as of today's date.

**New Business**

- Amy Kent has volunteered to become a board member and has submitted her Intent to Run during the next election. President Reed recommended to appoint Amy Kent to be a Board member and Treasurer.

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

- Annual Meeting preparation. The office is preparing the President's letter, ballot and revising the Proxy documents and will submit to the attorney for review by February 9. We will be looking for volunteer to check-in members, tellers to count ballots, and volunteers to stuff envelopes in the next few weeks. Social Committee will take care of coffee and donuts for the Annual Meeting.
- Waiting on Permit application for 6 Scarborough. No additional response received from potential member.
- Liens. Overall, our collections process needs to be reviewed. At minimum we need to set a deadline when we file a lien on properties. Over a dollar figure or days late, maybe both such as 120 days late and \$500 due. We will be filing for those ourselves.

**Maintenance - Reported by Director Cagle**

- Maintenance has been slow, they have been trimming trees over the road, prepping lawn equipment for summer. Prepping for snow if needed.

**Pool & Lodge Report Submitted by Director – Reported by President Reed**

- Thanks to Director Cagle for fixing the heater.
- Director Stickrod fixed the condensation pump.
- Director Stickrod is working on list of items to be addressed since he will not be running for the board again.
- Review of lodge contract and fee changes effective on any contracts that have not been signed.
  - Changes in fees and hours: Deposit \$75; 4 hours \$75; day rental \$150 for groups under 100; \$300 for group of 100 or more.

**Outdoor Amenities Reported by Vice President Stalzer**

- No report.

**Office Organization/Website Reported by Secretary Parmele**

- 2023 Vehicle & Cart Decals are now available in the office for members who have paid their 2023 Assessments.

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- Assessment mailing will be mailed out by the end of the month.
- Received 3 Letters of Intent for board members.
  - Cam Stalzer
  - Amy Kent
  - Tiffany Masters
- The office Admin has received her notary license.
- We are currently receiving bids on updating/cleanup of the HLA website. We will need to obtain at least 3 proposals before moving forward on a bid.

**Admin/HR**

**Building/Zoning/Security-Reported by Director Porter**

- Security cameras at the beach bath house. We need to get a modified bracket.
- The “No Trespassing” sign is now back up from being recently run over.
- Received a report that the Christmas wreath on the Lodge was stolen over the holidays.

**Member Question**

No questions.

**Executive Session:**

**Meeting Adjournment:**

Motion to Adjourn, 7:01 pm

Motion by: Vice President Stalzer    Seconded by: Secretary Parmele

Vote Tally:    5-0