

HLA October Board Meeting Minutes
October 26, 2023

Call to Order: 6:00pm

<u>Present</u>		<u>Absent</u>
Director Cagle Director Porter Director Masters Treasurer Kent	Secretary Parmele President Reed Vice President Stalzer	

Approval of Minutes

Motion to approve the meeting minutes for the month of September

Motion by: Director Porter Seconded by: Secretary Parmele Vote tally: 7-0

Motion to approve the minutes for the Special Board meeting regarding the 2024 budget.

Motion by: Treasurer Kent Seconded by: Director Porter Vote tally: 7-0

Approval of Expenditures

Motion to approve expenditures from September

Motion by: Treasurer Kent Seconded by: Secretary Parmele Vote tally: 7-0

Treasurer's Report

All data presented is as of Sep 30th, 2023.

The Total Cash Balance is \$1,833,424 and is made up of the following fund balances:

Emergency Fund	\$185,177
General Funds	\$789,207
Infrastructure Reserve Fund	\$396,073
Lake Funds	\$333,669
Road Funds	\$129,298

The above funds include checking and CDAR accounts.

The outstanding receivables total is \$133,235, an increase of \$12,908 due to the lake fund assessment. For additional breakdown, please refer to the September 30th, 2023, Balance Sheet.

The Year-to-Date Net Income/(Loss) is \$131,818 with Revenues of \$391,156 and Expenses of \$259,338. Please see the September YTD Profit and Loss Statement for further detail.

As for actual Cash details, for the month of September the cash deposits were \$35,458 and the cash expenditures were \$18,033.

The only unusual expense in September was to Herman Brothers for fish restock of \$2400 which was

included in our annual budget.

Additional report details are posted on the Heritage Lake website.

COMMITTEE REPORTS - MEMBERSHIP CHAIRED

Conservation Committee - Kurt Lemke

- President Reed reported the drain pipe used to drain the lake is leaking at the joint between the OD of the pipe and the concrete weir. That pipe will be replaced in the next year. Request that Maintenance seal that leak.
- President Reed question on insurance renewal regarding a video inspection of the spillway conduit. It has not been done in a couple years but will be done when the pipe is lined. If it looks like something that will affect our insurance rates, it may be brought up for approval at the next meeting.

Environmental Control Committee – Chair Debra Mielke

Pending Permit Issues:

Pending Permit Issues:

- 1 Warwick CT fence has been resolved.
- 732 Heritage Dr. A permit was submitted, and a wooden slat design had been agreed upon.
- 9 Jamaica Way on dredging project have received no documentation on what is to be done.
- 42 Yorkshire porch addition prompted the board to adjust the accessory permit to accommodate language for porch additions.

Closed/Approved Permits:

- Approved 125 Heritage Dr. tree removal.
- Approved 2 Raleigh Ave. tree removal.
- Approved tree removal.
- Approved 3 Yorkshire Dr. fence permit with the understanding no screening will ever be placed on the fence.
- Approved 23 Londonderry tree removal due to interference with overhead power lines.
- Approved 11 Scarborough chicken coop permit.

Social Committee – Chair Lora Himmelspace

- Rib Thrown Down! We had 4 entries and lots of tasters. Laura Ward and James Grant co-led this event.
 - First Place – Dave Riggert, Second Place & Third Place– Jim Flynn; Honorable Mention – Glen Hoffman
- Poker Run 24 hands were purchased. Amy Kent was the lead volunteer for this. It was such a blast!
 - Winners: Michael Staley, Matt Cagle & Lance Kent
- Crochet Class Fully attended and has a wait list of 11 people deep for secondary class. Heather Flynn was the instructor and did a great job!
- Upcoming Events:
 - Halloween Weenie Roast Derrek Himmelspace is the lead volunteer for this. Many people have donated items already.

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- November Craft Sale Vendors have been filled.

Road Committee/SSA - Brad Reed

- County engineer was contacted regarding sweeping the loose rock
- The Road Committee, the office and Director Porter will start looking at the 2024 membership list.

Trash Committee – Chair Andrew Clinton

- Three informational meetings were held (Oct 9, Oct 11, and Oct 14) discussing findings, and referencing the CCER's would have to be updated at the 2024 Annual Meeting to allow the Board to enter into a contract on behalf of the association.

Unfinished Business

- The fence at 1 Warwick Ct was covered in the ECC update.
- Premium insurance quotes are being reviewed. Director Porter is providing input on 2 policies. The property insurance has not been received as additional answers to questions were submitted to the insurance company. There should be an update at next month's meeting.
- Porter talked to the agent about cyber coverage. Based on what we store in our computer system and the limited access they thought we were safe. They did quote an annual coverage of \$1500 per year. Director Porter does not believe we are high risk.
- No update on sports agreement.
- 2024 Budget.
 - Thanks to Treasurer Kent and board members for bringing this together.
 - Received premium quotes on liability and workmen's comp insurance policies from a budget standpoint, there are couple different options, the maximum was used.
 - The property insurance number is an estimate.
 - Budget should be sent out by November 10 and needs to be voted on at the December board meeting.
 - Board agreed to send proposed high-level budget out to membership further details will be available on website.

New Business

- 2024 Annual Meeting
 - Annual Meeting date was set for March 9, 2024
 - Deadline to be on the ballot is January 9, 2024
 - Date of Record is January 24, 2024
- Theresa Kuhn volunteered to become a member of the ECC

Motion to appoint Theresa Kuhn to the ECC

Motion by: Director Porter Seconded by Vice President Stalzer Vote Tally: 7-0

- Uncollectable Debts
 - Treasurer Kent reported that we have approximately \$130,000 in our accounts receivable. Some of these are very old accounts that have been turned over to collections and are deemed uncollectable by the collection's attorney. There are 17 accounts totaling

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\$42,000 that have been uncollectible. The individuals no longer live here, and some are deceased for many years. These are all aged accounts, and we want to clean up our balance sheet and write these off. They have already been accrued on our P&L, so there is no impact on our profit. Once they hit a certain age, our accountant accrues the bad debt allowance, so they have already affected our P&L. This will clean up our accounts receivable and balance sheet. There is approximately \$60,000 that we will turning over to collections.

Maintenance – Reported by Director Cagle

- Maintenance has been trimming back trees from roadways, moving some rock and performed some grading at the dock by the boat ramp. They have also been working to mitigate the erosion near the new concrete stairs and ditch at the beach.
- Maintenance will be doing some ditch work at the campground to mitigate the erosion.
- Maintenance will also be pulling out the old set of wooden stairs at the beach.

Pool/Lodge – Director Masters

Lodge:

- Drain cleaning was performed to fix backup that was due to vandalism

Pool:

- The vacuum is ordered
- Secured both maintenance contract and chemical contract with Precision for 2024.

Outdoor Amenities – Vice President Stalzer

- Fish has been restocked in October with 500 Walleye, 500 Stripers

Office Organization/Website - Reported by Secretary Parmele

Office Stats:

- 1,000 - Decals YTD
- 31 - Real Estate Transfers YTD
- Prepping for Budget mailing in November
- Thanks to maintenance for installing HLA sign outside the office.

Building/Zoning/Security – Bob Porter

Security:

- 2 Speeding tickets issued – one was paid.
- Reviewed literature on Flock Safety. Mackinaw will be installing 2 of these on Fast Avenue. These are readers will pick up images of vehicles on Fast Ave, identify license plates 24-7. The proximity of these will be near both of HLA's Fast Avenue entrances. Reviewing information and cost of installing on Kenton entrance.
- Extra security evening hours added for Homecoming weekend. All was peaceful.
- Focusing on underage kids driving 4 wheelers, etc. including e-bikes.
- Director Porter will be working on locating areas where we need additional speed limit signage.

Member Questions

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Executive Session: 6:59 pm

Motion by: Vice President Stalzer

Seconded by: Director Porter

Vote Tally: 7-0

Meeting Adjournment: 7:10 pm

Motion to Adjourn

Motion by: Vice President Stalzer

Seconded by: Director Cagle

Vote Tally: 7-0