

Heritage Lake Association  
November Board Meeting Minutes  
November 28, 2023

Call to Order: 6:00pm

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

**Approval of Minutes**

Motion to approve the meeting minutes for the month of October

Motion by: Director Porter                      Seconded by: Director Cagle                      Vote tally:        6-0

**Approval of Expenditures**

Motion to approve expenditures from October

Motion by:     Treasurer Kent                      Seconded by: Secretary Parmele                      Vote tally:        6-0

**Treasurer's Report**

All data presented is as of Oct 31st, 2023.

The Total Cash Balance is \$1,830,176 and is made up of the following fund balances:

Emergency Fund ..... \$185,177  
General Funds .....\$772,257  
Infrastructure Reserve Fund .....\$399,395  
Lake Funds .....\$344,032  
Road Funds .....\$129,314

The above funds include checking and CDAR accounts.

The outstanding receivables total is \$73,909, a decrease of \$59,327 driven by the write-off of uncollectible accounts discussed at last month's meeting along with payments to the lake fund assessment. For additional breakdown, please refer to the October 31st, 2023, Balance Sheet.

The Year-to-Date Net Income/(Loss) is \$119,660 with Revenues of \$399,958 and Expenses of \$280,298. Please see the October YTD Profit and Loss Statement for further detail.

As for actual Cash details, for the month of October the cash deposits were \$19,869 and the cash expenditures were \$29,314.

Unusual expenses for the month were:

\$1,628 to Herman Brothers for the 2nd payment in the fish restock.

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\$1,104 to Wm Masters for emergency sewer repair at the Lodge.

\$4,200 to Precision Home for the new pool vacuum.

Additional report details are posted on the Heritage Lake website.

**Conservation Committee - Kurt Lemke**

- President Reed reported that at the Annual Meeting we will have an overview presentation on upcoming dam work.

**Environmental Control Committee - Debra Mielke**

**Pending Permit Issues:**

- 42 Yorkshire porch addition prompted the board to adjust the accessory permit to accommodate language for porch additions.
- 6 Scarborough Dr. waiting on Tazewell County permit.
- 34 Yorkshire Dr. waiting on chicken coop dimensions.

**Closed/Approved Permits:**

- 11 Cornwall Ave. tree removal. APPROVED
- 11 Canterbury tree removal. APPROVED
- 10 Olivia Dr. tree removal. APPROVED

**Social Committee - Patty Parmele**

October Events:

Halloween Weenie Roast was well attended until the rain started  
Round 2 of Weenie Roast was well received! 30-40 people attended.

November Events:

Craft Show - 15 vendors. Craft show had a very low attendance  
Holiday virtual cookbook - 22 recipes were submitted

Christmas Activities: Plans for the following are underway: Virtual Tree Decorating Contest, Gingerbread, Cookie Decorating Contest. All entries will be submitted by email. Prizes will be awarded.

**Road Committee/SSA - Brad Reed**

- Reminder on weight limits, posting will be on the website
- Excess gravel on the roadway should be swept away this month.

**Trash Committee – Andrew Clinton**

- President Reed discussed status with Cam Stalzer and Andrew Clinton
- President Reed sent proposed letter to final 3 candidates to the board for review. The letter explains the plan moving forward and asking for contracts that we can start to review and negotiating those contracts.

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**Unfinished Business**

- 2024 Budget was mailed to membership. A full detailed budget is posted on the website. No feedback has been received. Insurance details were finalized after the budget was mailed.
- President Reed and Director Porter met with the insurance agent and gave her a tour of the lake,
- Pool is not on property insurance policy; it is covered for liability.
- A few other specifics need to be added to our liability and workers comp insurance.
- Board discussed usage of the Ford tractor.
- Board members and volunteers are not covered in terms of workers compensation. The agent is confirming, no plans to do anything different at this time.
- Property insurance coverage has been renewed and was switched to yearly payment rather than quarterly.

Motion to approve property insurance coverage for \$18,865.00.

Motion by: President Reed                      Seconded by: Director Porter                      Vote tally:        6-0

- Mackinaw Recreation Sports Agreement was sent to the attorney for review.

**New Business**

- The SSA member list will need to be voted on at the December board meeting.

**Maintenance - Matt Cagle**

- Maintenance has been busy this month with trying to stay on top of mulching the fallen leaves.
- Resealed the pipe in the bottom of the spillway on the dam.
- Modified the fence at the pool to eliminate the easy to climb over spot where the fence meets the retaining wall.
- Painted the exterior doors at the lodge,
- Ditch work at the campground to slow down the erosion.
- Water pump in the 1 ton is being replaced.
- Need to replace our largest weed eater - there is a \$600 or \$800 option.

Motion to approve to replace the weed eater cost not to exceed \$800.

Motion by: Director Cagle                      Seconded by: Director Porter                      Vote tally:        6-0

- The current method for loading the salt spreaders in the back of the pickup trucks is not safe. Forks for the skid-steer would improve safety when loading the salt spreader, and it can be used many ways for a lot of jobs. Director Cagle priced a new set of forks for \$1600 and will get other quotes. This purchase should make the 2023 fiscal year. Preferred fork length is 48”.

Motion to purchase a set of skid steer forks not to exceed \$1800

Motion by: Director Cagle                      Seconded by: Vice President Stalzer                      Vote tally:        6-0

**Pool/Lodge – Director Masters**

**Lodge/Pool:**

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- Nothing to report.

**Outdoor Amenities – Vice President Stalzer**

- Vice President Stalzer thanked the maintenance crew for the fantastic job on grading the campground entrance to help the water issues and patching the holes.
- Vice President Stalzer talked to Bob Thaller on making some adjustments to the boat ramp.
- President Reed asked that we have Bob Thaller look at some of the eroding areas along the dam to be done in the spring.

**Office Organization/Website Admin/HR – Patty Parmele**

Office Stats:

- 1,004 Decals issued YTD
- 35 Real Estate Transfers issued YTD

**Building/Zoning/Security – Bob Porter**

Security:

- 4 tickets issued
  - 1 running a stop sign
- 3 Misc., 2 of which have been paid
- Current ongoing Sheriff's office investigation into the stolen mail.
- Post a reminder of the upcoming road weight restriction of 8 Tons (16,000 lbs.) Jan 1 – April 15  
Violation is subject to a \$500 fine. Emergency situations must be called into the HLA office for approval.
- Post a reminder that when snow is in the forecast, please do not park vehicles on the roads or on the shoulders. Any pontoon boats, and trailers also need to be well set off the shoulder of the road. This will allow the snowplow drivers to safely and effect

**Member Questions**

- President Reed provided clarification for member who asked for clarification on the budget regarding amount of expenses vs income.

**Executive Session: 6:49 pm**

Motion by: Secretary Parmele

Seconded by: Director Porter

Vote Tally: 6-0

**Meeting Adjournment: 7:20 pm**

Motion to Adjourn

Motion by: Secretary Parmele

Seconded by: Director Porter

Vote Tally: 6-0