

**Heather Lake Association Board Meeting
Tuesday, August 26, 2025 – 6:00PM
Remote Video Meeting**

Attendance:

Rita Mitchell, Tom Nutini, Carol Scott, Doug Shaffer

Meeting Called to Order

- Meeting called to order at 6:02PM

Minutes from HLA Previous Board Meeting

- Tom presented the minutes from the HLA meeting on July 24, 2025. The minutes were reviewed and Carol made a motion to approve, Doug seconded the motion. Unanimous vote to approve.

Treasurer Report

- Doug shared the balance sheets showing balances as of today and discussed the placement of various expenses such as postage, grass seed, weed killer and filters.
- There is a mix-up with an open invoice having a wrong lot number. Doug will determine who is in fact late with their assessment.
- Doug indicated that the property management program review he and Tom attended was very positive and informative. Changes are being made to QuickBooks and the cost will continue to increase. Eliminating QuickBooks and changing to an all in one program might be the way to go.
- Tom made a motion to approve the treasurers' report, seconded by Carol. Unanimous vote to approve.

Park and Common Grounds Report

- Rita reported muck digester was bought and distributed. The cost was \$154.77 and Rita will get the receipt to Doug for reimbursement.
- Lake Doctors came on August 15 and answered all of the questions from the email Rita sent to them. Lake Doctors proposed doing a fish survey. Doug provided another email on harvesting 10lbs of bass per acre. Rita asked the Board if they thought a fish survey should be completed. Discussion followed about the cost and if the fish survey is necessary. Tom indicated more information is needed prior to making decisions regarding removing fish from the lake.
- Elliott's Lawn did extra trimming 8/22, mowing the week of 8/25 will be one day ahead of schedule and will return to normal 9/1.
- Poison ivy was sprayed on both sides of the path.
- All work around the lake has been completed except for benches. (Asphalt, tilling, raking & seeding). Doug will work with Diane Morris to get benches to her for power washing.
- Paint was dropped off to Karen Wilson on August 1 and she responded on 8/13 that she will get started on painting the street sign posts in the next few weeks.
- Regarding the reserve study, Lake Doctor's confirmed that an excavating company could price the dam replacement.
- Tom contacted the Fairfield County Soil and Water and they directed him to ODNR. A week or so later Tom received a packet from Soil and Water in the mail which included drawings of the dam and some really good information to provide to contractors to obtain quotes.
- Good job on the recent trimming around the walk path. A decision on this week mowing will be made by tomorrow. Grass is really not growing much.
- Tom indicated that the overgrowth in the drainage areas are getting out of hand and need some extra attention and fishing areas are closing in. He would like to discuss this issue further at upcoming in-person meetings.

Deed Restriction/ARB Report

- Tom indicated that the only current issues are the two mailboxes in need of paint and the discussion about a trailer parked in the driveway. Recently the trailer has been removed and is no longer an issue. As a result of these types of issues the board is looking at our procedures and an existing policy.
- The vehicle restriction policy is being reviewed due to legal advice from K&C. Tom sent out an updated vehicle restriction policy before the meeting that added language “consecutively in a 7 day period”. Doug suggested removing the word consecutively. All agreed, however Rita refused to vote on the vehicle policy until she sees the work “consecutively” removed. Tom immediately emailed the update to all during the meeting. Doug wanted the policy changed again to remove 7 days and change it to 10 days, all agreed and the vote for the policy change will be made via email and not during the meeting. Doug also talked about the trailer recently parked in a driveway and if the homeowner could be granted a variance until homeowner can get a building completed. There was no vote on this issue.

Old Business

- The DRM addition for property maintenance in Heather Lake was discussed, which is a continuation from previous meetings. In anticipation of the meeting Tom sent out a proposal to be discussed. Doug wanted to add some notes to the proposal that would be beneficial to future board interpretation. He will add notes and send them out to all for further discussion.
- The board is looking into HLA software to streamline finances and communication with the neighborhood. Doug and Tom sat in on the PayHOA software presentation and it looks very promising. Three different software programs will be explored for the board to review and come to a decision.
- As mentioned earlier in these minutes, Tom received very good information from Soil and Water on the dam construction. He will use this information to have a discussion with contractors for possible quotes to benefit the reserves.

New Business

- Tom announces that John Pekar indicated he would like to return to the Board. Tom made a motion to appoint John to the Board. Doug seconded the motion. Motion passed.
- Tom made a motion to appoint John as Treasurer of the Heather Lake Association. Doug seconded. Motion passed.
- An announcement about the annual community food drive and Trick or Treat will be sent to homeowners by the beginning of October.

Next Board Meeting

- October 7, 2025 at 6pm in person at the Canal Winchester Donatos

Meeting Adjourned – 6:59pm

To Be Completed Prior to Next Meeting

- Doug - transport park benches to Morris home for power washing; determine who is actually late with assessment and correct lot number in record.
- Rita - provide muck digester receipt to Doug for reimbursement.
- Tom – send the vehicle policy update with corrections to the board for a vote via email.
- Tom will set up a demo with EasyHOA before the next meeting.
- Doug will contact his property manager in Cali for the name of the HOA software company.
- Doug will provide his comments on the proposed property maintenance section with 7 to 10 days.