

**Higgins Lake Utility Authority
Meeting Minutes
January 8, 2008**

Roll Call: Tatro, Riley, Green, Perry and Cheek. Allpresent

Guest: Fred Koenigbauer (Lyon Township Trustee)

Minutes; Meeting minutes of December 11 and December 21, 2007 were distributed.

Agenda: A motion to approve the meeting agenda was made by Perry and seconded by Cheek. AllAyes

Treasurers Report:

Financial transactions for the Higgins Lake Authority (12/11/07 to 01/07/08) were reviewed by the Board and showed a balance of \$156,794.80. There were no questions.

The #4 request for payment from C2AE in the amount of \$83,705.00 for construction and engineering costs was reviewed. A motion to approve payment was made by Riley and seconded by Green. All ayes.

Tatro reported that closing of the initial group of bonds(20) should be completed this week.

Project update:

Installation of collection piping and electrical panels in the Camp Cornelia area is continuing. Although many people are out of the area during the cold months, the contractor is selecting locations for the electrical panels that are felt to be good for the owners and at the same time are assessable to the power supply.

Mark Sieting has recently taken over the job of on site engineer.

With no further business, Perry made a motion, seconded by Tatro, to adjourn the meeting. All ayes.

Respectfully submitted

William Cheek
Secretary

Higgins Lake Utility Authority
Meeting Minutes
May 20, 2008

Roll Call: Tatro, Riley, Green, Perry and Cheek. All present

Treasurers report:

A change order from M&M Construction (Order # 3 - Contract # 2) was presented by Paul Tatro. This order in the amount of \$14,538 will change catch basin material from concrete to poly. A motion to approve this recommended change was made by Cheek and seconded by Green. All ayes.

The following bills were approved by the Board for payment,

C2AE \$27,576.60 for professional service.

Milford Excavating \$188,626.68 for work (Contract #1) for the period 4/6/08 through 5/3/08.

M&M Excavating (\$238,590.00) for work(Contract # 2) for the period 2/3/08 through 5/3/08.

Other business:

The need for a manager for operation of the treatment system was discussed. A potential candidate has been identified who is licensed and now supervises other systems. Tatro will investigate this further as well as checking with the Houghton Lake manager and possibly inviting this person to our June meeting.

Tatro plans to talk to Camp Cornelia Cottage Owner's Association members on May 24 on the subject of elimination and disposal of existing systems. The possibility of putting the cleanup sludge into the new treatment system will be investigated.

With no additional business, the meeting was adjourned at 10:10 AM. The next meeting is scheduled for June 10, 2008 at 10:00 AM

Respectfully submitted

William Cheek
Secretary

Higgins Lake Utility Authority
Meeting Minutes
June 10, 2008

Roll Call: Tatro, Riley, Green, Perry and Cheek. All present

Minutes: Minutes of the May 20, 2008 were distributed.

General discussion:

Tatro reported that he has not yet contacted potential candidates for the job of managing the operation of the sewage treatment plant, but indicated that Raven Analytical Labs in Roscommon may be a candidate for this job. Perry suggested a proposal outlining what we expect should be prepared. Tatro will discuss this matter with Larry Fox.

Tatro reported that the treatment plant should be completed by August 28 and that The individual property connections should be completed by November 21. The removal of the old systems will then be necessary. Tatro will check with the Health Department to determine what will be required in the removal process. Although the removal of the old tanks is the responsibility of the individual property owner, there is a possibility that some of the cost could be covered by leftover contingency money and also by the fact that Larry Fox has approached Senator Levin to determine if any Grant money may be available for this purpose.

Perry has agreed to prepare a news release to be put in the local papers showing a summary of costs and dates for the project.

Financial Information:

A balance sheet for the total project showing credits of \$2,182,590.27 through 5/31/2008 and debits of \$1,200,560.71 through 5/20/2008 with a balance of \$982,029.56 was distributed for the information of the Board members.

The following bills were presented for approval.

Milford Excavating \$384,415.69 for work through 5/31. Motion to approve by Perry, seconded by Riley. All ayes.

M&M Excavating \$160,038.03 for work through 5/31. Motion to approve by Green, seconded by Perry. All ayes.

C2AE \$32,999.00 for professional service. Motion to approve by Perry, seconded by Green. All ayes.

There being no further business, a motion to adjourn the June meeting was made by Perry and seconded by Green. All ayes.

Respectfully submitted
William Cheek
Secretary