

**Higgins Lake Utilities Authority
Beaver Creek Township Hall
Regular Meeting Minutes
October 12, 2023**

The meeting was called to order by Chairperson Keipert at 3:59 pm

Roll call: Present Doug Keipert, Lee Riley, Bill Eyre, Jim Downey. Absent: open 50/50 position.

Motion by Downey, second by Eyre, CARRIED to approve the agenda as presented. Yeas: All. Nays: None

Approval of September meeting minutes was tabled as minutes were never prepared.

OPERATION REPORT: Discharge next week. Samples all good. Flow dropped about 50%. Seven service requests. Replacing rotting posts. Station risers are shipped. Field 1 was recut and reseeded. Need propane fuel ordered from Ficks. Keipert will reach out to Ficks. Keipert will also research if permit needed for furnace.

TREASURERS REPORT: October 2023 financial report received was listed with a July date instead of October date. Anita was going to make correction and send everyone a copy. Financials were also incorrect because CD account does not show any interest. Motion to pay bills by Riley seconded by Eyre. CARRIED motion to approve to pay the bills. Roll call vote by voice vote: Yes by Keipert, Riley, Eyre, Downey. Motion by Keipert, seconded by Riley to add Eyre and Riley as signators on bank accounts. Roll call vote: Yes by Keipert, Riley, Eyre, Downey.

ADMINISTRATOR REPORT: None

CORRESPONDENCE: None

OLD BUSINESS: None

NEW BUSINESS: Replacement of Treasurer and co-chair. Per Keipert regulations do not require Treasurer to be a member of the Board. Tabled discussion on Treasurer. Motion to approve Riley as co-chair. Motion by Downey, seconded by Keipert. Motion CARRIED: Yeas: ALL. Nays: none. Keipert addressed letter from CCCOA attorney regarding unpaid fees to HLUA. Downey requested documentation that CCCOA was responsible for those bills. Keipert will provide documentation after the meeting. Motion to table Treasurers position by Downey, seconded by Keipert. Motion CARRIED: Yeas: All. Nays: none. Delegation of Managers responsibilities will be created by Keipert for review. A lot of discussion was held on 50/50 Board position as Beaver Creek and Lyon Townships cannot agree on the position. Keipert brought up CCCOA not getting permits from HLUA for construction to existing cottages.

MEMBER COMMENTS: None

PUBLIC COMMENTS: Discussion was made about the 50/50 Board position. Tammy is open to take that position but would also be willing to be a Lyon Township Board Rep but prefers the 50/50 position.

Motion by Downey, second by Riley, CARRIED to adjourn the meeting. Yeas: ALL. Nays: None.
Meeting adjourned at 5:16 pm

Respectfully submitted,
Bill Eyre
HLUA