

Higgins Lake Utilities Authority
Beaver Creek Township Hall
Regular Meeting Minutes
May 6, 2021

The meeting was called to order by Chairperson Keipert at 10:00 am.

Roll call: Present: Doug Keipert, Lee Riley, Brian Cook, & Bill King. Absent: open 50/50 position.

Motion by King, second by Riley, **CARRIED** to approve the agenda with 2021-2022 Budget added to New Business. Yeas: All Nays: None.

Motion by Keipert, second by King, **CARRIED** to approve the minutes from the April 1, 2021 regular meeting. Yeas: All Nays: None.

OPERATIONS REPORT: There was 2 service calls and 4 Miss Digs for the month of April 2021.

TREASURER'S REPORT: Motion by Cook, second by King, **CARRIED** to approve the treasurer's reports for April 2021. Yeas: All Nays: None.

ACCOUNTS PAYABLE: Motion by Keipert, second by Cook, **CARRIED** to approve the accounts payable for May 2021. Roll Call vote: Yeas: All Nays: None.

ADMINISTRATOR REPORT: There was a discussion about using direct deposit for Board per diems. Anita and Bill will look into it with TCF Bank.

CORRESPONDENCE: None.

OLD BUSINESS: None.

NEW BUSINESS: There was a discussion about the contract information page on the HLUA website. Brian Cook will be added as contact for HLUA Approval of CCCOA Land Use Requests. Vivian will email current Profit & Loss statement to the Board for review and adjustment to be able to approve the 2021-2022 Annual Budget at our June HLUA Board meeting. Brian suggested creating a Capital Improvements Fund and using \$5.00 per user per quarter to fund it. Doug asked that Brian and Lee discuss the open 50/50 position with the Township Supervisor, as this position has been unfilled for almost a year.

MEMBER COMMENTS: None.

PUBLIC COMMENTS: None.

Motion by King, second by Keipert, **CARRIED** to adjourn the meeting. Yeas: All Nays: None. Meeting adjourned at 10:55 am.

Respectfully submitted,
Brian Cook
HLUA Secretary