

Higgins Lake Utility Authority  
Regular Meeting Minutes  
July 3, 2018

The meeting was called to order by Chairperson Hartman at 10:00 a.m.

Roll call: Present: Cook, Hartman, English, Keipert, Earley. Absent: None

Motion by Earley, second by English, CARRIED to approve the agenda. Yeas: All Nays: None

Motion by English, second by Hartman, CARRIED to approve the minutes from the June 5, 2018 meeting.  
Yeas: All Nays: None

**WADE-TRIM REPORT:** Therron reported there were 8 service calls and 4 Miss Digs for the month. Therron also had a request to purchase some risers for the low pump stations. Motion by Cook, second by English, CARRIED to purchase 5 3" risers and 1 6" riser. Yeas: All Nays: None

Motion by Cook, second by Hartman, CARRIED to approve the treasurer's reports for June 2018. Yeas All Nays: None

Motion by Hartman, second by Cook, CARRIED to approve the accounts payable. Yeas: All Nays: None

**REPORT FROM STAFF:**

**OLD BUSINESS:** During the election of offers a roll call vote for the following motions. Motion by English, second by Keipert, CARRIED to elect Hartman as Chairperson. All Yeas. Motion by English, second by Hartman, CARRIED to elect Cook vice-chairperson. All Yeas. Motion by Hartman, second by Cook, CARRIED to elect English Treasurer. All Yeas. Motion by Hartman, second by English, CARRIED to elect Keipert, Secretary. All Yeas

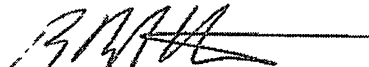
**NEW BUSINESS:** None

**MEMBER COMMENTS:**

**ADJOURNMENT:** Meeting adjourned 10:58 p.m.

Respectfully submitted

Paul Tatro  
Business Manager

  
Doug Keipert  
Secretary

Special Assessment Funds Review

**CASH ON HAND**

Lyon \$686,000

B/C \$ 80,000

Total \$766,000

**BOND PAYOFF**

\$356,000

**BALANCE TO COLLECT**

Lyon \$ 2,039,000

B/C \$ 205,000

Total \$2,244,000

\$2,244,000

**PAYMENTS LEFT**

Bond \$ 513,000

Loan \$2,456,000

Total \$2,969,000

~~\$2,969,000~~

\$2,456,000

Diff. \$ 41,000

\$144,000

## Higgins Lake Utilities Authority Profit & Loss Budget Overview July 2018 through June 2019

	Jul '18 - Jun '19
Ordinary Income/Expense	
Income	
537.607 · Sewer Fees	170,100.00
537.609 · Delinquent Sewer Fees	2,000.00
537.664 · Interest-O&M	100.00
537.671 · Misc Income-O&M	200.00
<b>Total Income</b>	<b>172,400.00</b>
Expense	
537.710 · Per Diem	1,000.00
537.726 · Office Supplies	250.00
537.727 · Equipment Purchases-Large	2,000.00
537.728 · Equipment Purchases-Small	500.00
537.729 · Equipment Replacement Reserve	0.00
537.735 · Operating Supplies	100.00
537.801 · Legal & Professional	2,000.00
537.802 · Contractual Services-Operations	66,400.00
537.803 · Insurance	3,600.00
537.804 · Contractual-Administrative	28,800.00
537.805 · Contract-Repairs	5,000.00
537.806 · Contract-Audit Fees	2,050.00
537.850 · Telephone & Internet	1,200.00
537.900 · Printing & Publishing	500.00
537.920 · Utilities	46,900.00
537.940 · Office Rent	4,200.00
537.955 · Education, Dues & Subscriptions	900.00
537.956 · Computer Hardware & Software	2,000.00
537.957 · Permits & Fees	3,650.00
537.958 · Postage	1,200.00
537.959 · Miscellaneous Expense-O&M	150.00
<b>Total Expense</b>	<b>172,400.00</b>
<b>Net Ordinary Income</b>	<b>0.00</b>
<b>Net Income</b>	<b>0.00</b>