

Higgins Lake Utility Authority
Regular Meeting Minutes
Beaver Creek Township Hall
December 3, 2019

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

Roll call: Present: Cook, Keipert, King and Van Nuck. Absent: English

Motion by Cook, second by Van Nuck, **CARRIED** to approve the agenda. Yeas: All Nays: None

Motion by Van Nuck, second by Cook, **CARRIED** to approve the minutes from the November 5, 2019 regular meeting as amended. Yeas: All Nays: None.

OPERATIONS SERVICES: Therron reviewed the monthly report with the board. There were 4 service calls and 4 Miss Digs. Therron also reported that a \$400.00 electrical panel was damaged while a tree service fell a tree that landed on the panel.

TREASURER'S REPORT: Motion by Van Nuck, second by King, **CARRIED** to approve the October Treasurer's report. Yeas: All Nays: None

ACCOUNTS PAYABLE: Motion by Cook, second by Van Nuck, **CARRIED** to approve the accounts payable list for November. Yeas: All Nays: None

REPORT FROM STAFF:

CORRESPONDENCE:

OLD BUSINESS: Motion by Van Nuck, to extend MMC's contract on a monthly basis until the position is filled. Died for a lack of a second. Motion by Cook, second by King, **CARRIED** to approve the extension of the MMC contract for 1 month at the current rate. Yeas: All Nays: None Motion by Van Nuck, second by Cook, **CARRIED** to have attorney review the current contract. Yeas: All Nays: None Motion by Van Nuck, second King, **CARRIED** to have the attorney review the current Operation Service's contract. Yeas: All Nays: None Motion by Van Nuck, second by King, **CARRIED** to set a special meeting date of December 19th @ 10.am for the purpose of hiring a manager. Yeas: All Nays: None

NEW BUSINESS: Motion by Cook, second by Van Nuck, **CARRIED** to send a letter to the Beaver Creek Twp. regarding the request to change how the special assessments funds are handled which are based on the auditor's recommendation. Yeas: All Nays: None

MEMBER COMMENTS:

ADJOURNMENT: Meeting adjourned 11:07 a.m.

Respectfully submitted

Paul Tatro
Business Manager

Brian Cook
Secretary

BEAVER CREEK TOWNSHIP

NOVEMBER 18, 2019

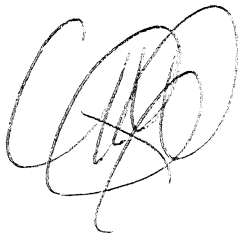
TO: HIGGINS LAKE UTILITIES AUTHORITY
ATTN: DOUG KEIPERT, CHAIR

It is the opinion of our auditor's office, the clerk's office and my office that we handle this special assessment the same way as the Beaver Creek/Grayling Township UA.

As outlined during our conversation, the current system of collecting the taxes from Camp Curnalia residences would remain in effect. I will continue to cut checks directly to Higgins Lake UA during routine payouts. The checkbook would then be in your possession to you and have you pay the bond payments yourself instead of burdening the clerk's office with this addition step. Currently, the clerk's office pays the bond payments through our Accounts Payable process and then we would have to make a special trip to Chemical Bank on a designated date to pay the bond. This is something your people can set up on their own through direct transfer or whatever method deemed acceptable. Bear in mind that the bank is fickle about early payments and not likely favorable to late payments.

These extra steps create additional work for two departments that the BCGCUA does not impose on us. At this time, I would like for you to make the motion to pass a resolution for HLUA to make their own deposits and bond payments by taking over the Chemical Bank account# 2390075865 with a current balance of \$46,801.49. I will do my part to make this transition as seamless as possible.

Thank you for your interest in streamlining this operation.



Office of:
MAX MEISNER
Treasurer

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