

Higgins Lake Utilities Authority
Lyon Township Park-27 Pavilion
Annual/Regular Meeting Minutes
July 21, 2020

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

Roll call: All present, except open 50/50 position.

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

Motion by Van Nuck, second by King, **CARRIED** to approve the minutes from the June 2, 2020 regular meeting. Yeas: All Nays: None.

Motion by King, second by Cook, **CARRIED** to approve the minutes from the June 23, 2020 special meeting. Yeas: All Nays: None.

OPERATIONS REPORT: There were 10 service calls and 13 Miss Digs for the month of June 2020. Farmer for Treatment Plant fields, Andy Nelsen, has started work on the fields. One of the aerators in pond two is shorted and needs repair or replacement. Motion by Cook, second by Van Nuck, **CARRIED** to approve the purchase one new aerator motor and have the other three rebuilt at a cost of \$3,000.00 or less. Roll Call vote: Yeas: All Nays: None. Motion by Cook, second by Van Nuck, **CARRIED** to approve the purchase a new weed whip at a cost of \$400.00 or less. Roll Call vote: Yeas: All Nays: None.

TREASURER'S REPORT: Motion by King, second by Van Nuck, **CARRIED** to approve the treasurer's reports for June 2020. Yeas: All Nays: None.

ACCOUNTS PAYABLE: Motion by Van Nuck, second by King, **CARRIED** to approve the accounts payable for July 2020. Roll Call vote: Yeas: All Nays: None.

ADMINISTRATOR REPORT: Anita reviewed the Treasurers Report, Balance Sheet, and Accounts Payable with the Board. Motion by Van Nuck, second by King, **CARRIED** to approve the purchase new deposit slips at a cost of \$100.00 or less. Roll Call vote: Yeas: All Nays: None.

CORRESPONDENCE: None.

OLD BUSINESS: None.

NEW BUSINESS: Motion by Van Nuck, second by King, **CARRIED** to appoint Doug Keipert as Chairperson. Yeas: All Nays: None. Motion by Van Nuck, second by Keipert, **CARRIED** to appoint Brian Cook as Vice-Chairperson. Yeas: All Nays: None. Motion by Keipert, second by King, **CARRIED** to appoint Kim Van Nuck as Secretary. Yeas: All Nays: None. Motion by Van Nuck, second by Keipert, **CARRIED** to appoint Bill King as Treasurer. Yeas: All Nays: None. Motion by Van Nuck, second by King, **CARRIED** to approve the regular meeting schedule for 2020-2021 as the first Thursday of each month at Beaver Creek Township Hall. Yeas: All Nays: None. Motion by Van Nuck, second by King, **CARRIED** to approve spending up to \$10,000.00 to repair treatment plant fields, with the approval of the Chairperson and Vice-Chairperson. Roll Call vote: Yeas: All Nays: None. Motion by Van Nuck, second by Cook, **CARRIED** to approve contacting the Attorney for a three or five year contract with the farmer, Andy Nelsen. Yeas: All Nays: None.

MEMBER COMMENTS: None.

PUBLIC COMMENTS: None.

Motion by King, second by Van Nuck, **CARRIED** to adjourn the meeting. Yeas: All Nays: None.
Meeting adjourned at 10:38 am.

Respectfully submitted,
Brian Cook
HLUA Secretary