

Higgins Lake Utilities Authority
Meeting by Teleconference Call
Regular Meeting Minutes
February 4, 2021

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

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

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

Motion by King, second by Cook, **CARRIED** to approve the minutes from the January 7, 2021 regular meeting, with corrections. Yeas: All Nays: None.

OPERATIONS REPORT: There was 1 service call and 0 Miss Digs for the month of January 2021. There was a discussion about some residence covering the grinder pumps with landscaping stones and other decorations, doing so can damage the pump. Cook to send letter to 115 St. Louis Legion Dr. King to create policy for not covering grinder pump stations, etc.

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

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

ADMINISTRATOR REPORT: Anita stated that our office lease ends February 14, 2021. Need for additional storage space was discussed. Need for new office furniture and desk was discussed. Anita stated that the hard copies of the June 2020 Audited Financial Statements are available at Beaver Creek Township Offices.

CORRESPONDENCE: None.

OLD BUSINESS: None.

NEW BUSINESS: Letters to Townships to request special assessment money for Bond payments, due March 18, 2021, are ready to sent to Townships. Annual Grasshopper payment was made, and Cook will provide invoice for repayment. Discussed powering Grinder Pump Stations by customer.

MEMBER COMMENTS: None.

PUBLIC COMMENTS: None.

Motion by King, second by Cook, **CARRIED** to adjourn the meeting. Yeas: All Nays: None.
Meeting adjourned at 10:31 am.

Respectfully submitted,
Brian Cook
HLUA Secretary