

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

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

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

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

Motion by King, second by Cook, **CARRIED** to approve the minutes from the February 4, 2021 regular meeting, with corrections. Yeas: All Nays: None.

**OPERATIONS REPORT:** There was 3 service calls and 1 Miss Dig for the month of February 2021.

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

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

**ADMINISTRATOR REPORT:** Anita stated that we are being charged \$10.00 per month from TCF Bank for an account analysis report. Bill King to contact TCF Bank to determine if we need this report or not.

**CORRESPONDENCE:** None.

**OLD BUSINESS:** None.

**NEW BUSINESS:** Motion by King, second by Cook, **CARRIED** to approve the Maintenance Access Policy 2021-01 effective March 4, 2021. Roll Call vote: Yeas: All Nays: None. Motion by King, second by Cook, **CARRIED** to approve the Care and Use of Grinder Pump Station Policy 2021-02 effective March 4, 2021. Roll Call vote: Yeas: All Nays: None. Motion by King, second by Cook, **CARRIED** to approve the CCCOA Collection System Construction/Land Use Policy 2021-03 effective March 4, 2021. Roll Call vote: Yeas: All Nays: None.

**MEMBER COMMENTS:** None.

**PUBLIC COMMENTS:** None.

Motion by King, second by Keipert, **CARRIED** to adjourn the meeting. Yeas: All Nays: None.  
Meeting adjourned at 10:53 am.

Respectfully submitted,  
Brian Cook  
HLUA Secretary