

Higgins Lake Utilities Authority  
Beaver Creek Township Hall  
Regular Meeting Minutes  
February 8, 2024

The meeting was called to order by Chairperson Keipert at 4:00 pm.

Roll call: Present: Doug Keipert, Brian Cook, Tammy Gage, and Marcia Wilson. Absent: open 50/50 position.

Motion by Wilson, second by Gage, **CARRIED** to approve the agenda as amended. Yeas: All Nays: None.

Motion by Keipert, second by Cook, **CARRIED** to table approval of the meeting minutes from the January 11, 2024 regular meeting. Yeas: All Nays: None.

**OPERATIONS REPORT:** There was 1 service call and 2 Miss Digs for the month of January 2024. Need to purchase new line locator tool. Need additional storage space at the treatment plant. Need to determine how many new grinder pumps to order to replace pumps that are no longer serviceable.

**TREASURER'S REPORT:** Motion by Cook, second by Keipert, **CARRIED** to approve the treasurer's reports for January 2024. Yeas: All Nays: None.

**ACCOUNTS PAYABLE:** Motion by Wilson, second by Cook, **CARRIED** to approve the accounts payable for February 2024, in the amount of \$19,134.53. Roll Call vote: Yeas: All Nays: None.

**ADMINISTRATOR REPORT:** Spam filtering for the HLUA email addresses is changing. Email sent.

Motion by Wilson, second by Keipert, **CARRIED** to elect Tammy Gage as Secretary. Yeas: All Nays: None.

Motion by Cook, second by Keipert, **CARRIED** to approve removing Bill Eyre as signatory and adding Tammy Gage as signatory for the Horizon Bank accounts. Yeas: All Nays: None.

**CORRESPONDENCE:** None.

**OLD BUSINESS:** Motion by Keipert, second by Gage, **CARRIED** to appoint Brian Cook as Business Coordinator for the HLUA, with a compensation of \$400.00 per month. Roll Call Vote: Cook-Abstain, Keipert-Yes, Wilson-Yes, Gage-Yes.

**NEW BUSINESS:** Discussion of The Spicer Group proposal was tabled until next meeting.

**MEMBER COMMENTS:** None.

**PUBLIC COMMENTS:** None.

Motion by Cook, second by Wilson, **CARRIED** to adjourn the meeting. Yeas: All Nays: None.

Meeting adjourned at 5:45 pm.

Respectfully submitted,  
Tammy Gage  
HLUA Secretary  
(Created by Brian Cook)