

Higgins Lake Utilities Authority
Beaver Creek Township Hall
Regular Meeting Minutes
February 9, 2023

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

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

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

Motion by King, second by Riley, **CARRIED** to approve the minutes from the January 12, 2023 regular meeting. Yeas: All Nays: None.

OPERATIONS REPORT: There was 1 service call and 0 Miss Digs for the month of January 2023.

TREASURER'S REPORT: Motion by Cook, second by Keipert, **CARRIED** to approve the treasurer's reports for January 2023. Yeas: All Nays: None.

ACCOUNTS PAYABLE: Motion by King, second by Riley, **CARRIED** to approve the accounts payable for February 2023, in the amount of \$16,166.87. Roll Call vote: Yeas: All Nays: None.

ADMINISTRATOR REPORT: 102 ½ Saginaw Legion Dr Electrical Meter has a bill of over \$90.00 and normal should be around \$30.

CORRESPONDENCE: None.

OLD BUSINESS: None.

NEW BUSINESS: Reviewed HLUA Policies 2021-01, 2021-02, and 2021-03 before meeting with CCCOA at their February Board Meeting. The HLUA Board thought they had already approved changes to these policies that have been discussed for several months. Changes will be approved at the March HLUA Board meeting. Discussed creating an OM&R Policy for Billing, Invoicing, Payment, and Collection of quarterly OM&R Fees from CCCOA, policy will include procedures to handle delinquent quarterly fees going forward. Discussed hiring an engineer to determine if we need to do a bid process, interview process, or just hire who the Board approves.

MEMBER COMMENTS: None.

PUBLIC COMMENTS: None.

Motion by Cook, second by Keipert, **CARRIED** to adjourn the meeting. Yeas: All Nays: None.
Meeting adjourned at 4:43 pm.

Respectfully submitted,
Brian Cook
HLUA Secretary