Higgins Lake Utilities Authority
Beaver Creek Township Hall
Regular Meeting Minutes
March 3, 2020

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

Roll call: Present: Cook, King, Van Nuck and Keipert. Absent: English.

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

Motion by King, second by Van Nuck, **CARRIED** to approve the minutes from the February 4, 2020 regular meeting. Yeas: All Nays: None.

OPERATIONS REPORT: Theron reviewed the monthly report with the board. There were no service calls and no Miss Digs for the month of February.

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

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

ADMINISTRATOR REPORT: Anita reviewed the new Treasurers Report and Balance Sheet with the Board. Motion by Van Nuck, second by Cook, **CARRIED** to allow Patriot Servicing to spend up to $1,500.00 to purchase stamps, printer, scanner, etc. Roll Call vote: Yeas: All Nays: None.

CORRESPONDENCE: None.

OLD BUSINESS: Motion by Van Nuck, second by King, **CARRIED** to have Patriot Servicing send a letter as presented to Verizon Wireless and stop paying Verizon Wireless bills going forward. Yeas: All Nays: None. Motion by Van Nuck, second by King, **CARRIED** to allow Brian Cook to add customer auto-pay information to the HLUA website. Yeas: All Nays: None. Motion by Van Nuck, second by King, **CARRIED** to have Brian Cook design and order 500 to 1,000 business cards for the HLUA, with a $100.00 cost limit. Roll Call vote: Yeas: All Nays: None. Motion by Van Nuck, second by Cook, **CARRIED** to remove Miscellaneous from the agenda. Yeas: All Nays: None.

NEW BUSINESS: None.

MEMBER COMMENTS: None.

PUBLIC COMMENTS: None.

Meeting adjourned at 10:51 am.

Respectfully submitted,
Brian Cook
HLUA Secretary