

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

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

Roll call: Present: Doug Keipert, Lee Riley, Bill Eyre and Jim Downey. Absent: open 50/50 position.

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

Motion by Downey, second by Eyre, **CARRIED** to approve the meeting minutes from the October 12, 2023, regular meeting. Yeas: All Nays: None.

OPERATIONS REPORT: No service calls and 3 Miss Digs for the month of October 2023. Shut down into winter mode. Permit status pending. Station risers are in. New furnace to be installed. Equipment for tracer wire may have to be replaced.

TREASURER'S REPORT: Interest on CD's is unavailable until we get signers at the bank corrected. Anita will forward letter from Lyon township as to if they will collect sewer fees or not.

ACCOUNTS PAYABLE: Motion by Riley, second by Eyre, **CARRIED** to approve the accounts payable for November 2023 in the amount of \$18,634.95. Roll Call vote: Yeas: All Nays: None.

ADMINISTRATOR REPORT: Downey announced this is his last meeting. Lyon township has a replacement. Keipert will email a list of what Cook did to see who is going to take over his responsibilities.

CORRESPONDENCE: None.

OLD BUSINESS: Motion by Downey, second by Keipert, **CARRIED** to keep Keipert as a signee and to add Riley and Eyre and remove Cook. Roll call Vote: Yeas: All. Nays: none. Motion by Eyre, second by Downey, **CARRIED** to approve a single signature on this month's checks. Yeas: All Nays: None. Open Board position tabled until we get a replacement board member for Downey. Delegation of manager responsibilities was tabled.

NEW BUSINESS: None.

MEMBER COMMENTS: Eyre requested a copy of Insurance Policy. Anita will provide it at next meeting.

PUBLIC COMMENTS: None.

Motion by Eyre, second by Downey, **CARRIED** to adjourn the meeting. Yeas: All Nays: None.
Meeting adjourned at 4:57pm.

Respectfully submitted,
Bill Eyre
HLUA Secretary
(Created by Tamala Gage)