

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

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

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

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

Motion by Cook, second by Wilson. **CARRIED** to approve the meeting minutes from the July 11, 2024, regular meeting. Yeas: All Nays: None.

**OPERATIONS REPORT:** There were 5 service calls and 2 Miss Digs for the month of July 2024.

Motion by Cook, second by Gage. **CARRIED** to approve up to 2,500.00 for the purchase of 2 Rebuild Kits.

Roll Call vote: Yeas: All Nays: None.

Motion by Gage, second by Cook. **CARRIED** to approve up to 11,000.00 for the purchase of 6 Sentry Duplex Panel with Protect Plus package. Roll Call vote: Yeas: All Nays: None

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

**ACCOUNTS PAYABLE:** Motion by Cook, second by Wilson, **CARRIED** to approve the accounts payable for August 2024, in the amount of 18,482.55. Roll Call vote: Yeas: All Nays: None.

**ADMINISTRATOR REPORT:** Question about setting up email accounts for Board members through HLUA website.

**CORRESPONDENCE:** Dar Eldred regarding HLUA board member attendance at Annual CCCOA meeting.

**OLD BUSINESS:** Motion by Cook, second by Gage, **CARRIED** to approve the Admin Contract for 2 years @ 25,000.00 per year. Roll Call vote: Yeas: All Nays: None.

**NEW BUSINESS:** Motion by Keipert, second by Gage, **CARRIED** to approve \$500.00 for a permit with the Health Department for a water well at the treatment plant. Roll Call vote: Yeas: All Nays: None.

Motion by Keipert, second by Cook, **CARRIED** to approve a \$150,000.00 IntraFI CD with Horizon Bank using ER&R funds, with Treasurer selecting term and interest rate. Roll Call vote: Yeas: All Nays: None.

Motion by Cook, second by Gage, **CARRIED** to create a new bank account at Horizon Bank for paying Consumers Energy monthly bills. Yeas: All Nays: None.

**MEMBER COMMENTS:** None.

**PUBLIC COMMENTS:** Questions regarding increase in O&M fees.

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

Meeting adjourned at 4:59 pm.

Respectfully submitted,  
Tamala Gage HLUA Secretary