

Higgins Lake Utilities Authority
Beaver Creek Township Hall
Regular Meeting Minutes
September 12, 2024

The meeting was called to order by Vice-Chairperson Cook at 4:00 pm.

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

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

Motion by Wilson, second by Cook. **CARRIED** to approve the meeting minutes from the August 8, 2024, regular meeting with corrections. Yeas: All Nays: None.

OPERATIONS REPORT: There were 8 service calls and 3 Miss Digs for the month of August 2024.

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

ACCOUNTS PAYABLE: Motion by Wilson, second by Cook, **CARRIED** to approve the accounts payable for September 2024, in the amount of \$37,858.20. Roll Call vote: Yeas: All Nays: None.

ADMINISTRATOR REPORT: HLUA Audit report ready in next few weeks.

BUISNESS COORDINATOR: Water well permit in process.

CORRESPONDENCE: Discussion of letters received.

OLD BUSINESS: Attorney letter regarding Op Services Contract and recommendations. Attorney letters regarding CCCOA/delinquent O&M fees. Motion by Cook, second by Gage, **CARRIED** to approve sending letter to CCCOA attorney and Board as written. Yeas: All Nays: None. Second letter to CCCOA Board will hold until next month.

NEW BUSINESS: Motion by Gage, second by Wilson, **CARRIED** to approve spending up to \$1,000.00 on a new office computer. Roll Call vote: Yeas: All Nays: None.

Motion by Cook, second by Gage, **CARRIED** to approve Policy Number 2024-04, replacing Policy Number 2024-02. Grinder Pump and Installation Policy. Roll Call vote: Yeas: All Nays: None.

Approval of Spending Authorization policy moved to October Meeting.

MEMBER COMMENTS: Question on old mower.

PUBLIC COMMENTS: Betty Cribbens, CCCOA secretary on collecting fees and Lease/Cabin holder change ownership.

Motion by Cook, second by Gage, **CARRIED** to adjourn the meeting. Yeas: All Nays: None.
Meeting adjourned at 6:00 pm.

Respectfully submitted,
Tamala Gage HLUA Secretary