

NEW BUSINESS: None

MEMBERS COMMENTS: None

PUBLIC COMMENT: None

Meeting adjourned 10:47 a.m.

Respectfully submitted,

Paul Tatro – Manager

Ronald E Wood
Ron Wood- Secretary

Higgins Lake Utilities Authority
Regular Meeting Minutes
January 7th, 2014

The meeting was called to order by Chairman DeHaan at 10:00 a.m.

Roll call: Present: DeHaan, Hartman, and Nellist. Absent English and Wood

Public Comments: None

Motion by DeHaan, second by Nellist, **CARRIED** to approve the agenda. Yeas: All Nays: None.

Motion by DeHaan, second by Nellist, **CARRIED** to approve the minutes of the December 3rd, 2013 regular meeting. Yeas: All Nays: None

WADE-TRIM REPORT: There was no representative from Wade Trim at the meeting. Former contract employee Les Job was in attendance and gave a short report. There were 2 service calls at the same location and no Miss Dig orders.

Motion by DeHaan, second by Hartman, **CARRIED** to approve the treasurer's reports for December 2013. Yeas: All Nays: None

Motion by DeHaan, second by Nellist, **CARRIED** to approve accounts payable. Yeas: All Nays: None

As a report from staff, Tatro reported that new refrigerator magnets and the policy change notice went into the mail with quarterly O&M bills on January 2nd.

OLD BUSINESS: Tatro reported on a meeting he had with Larry Fox from C2AE regarding the expansion study being performed by his company. A meeting is set with the with the 3 township boards on January 17th to explain the results of the study. According to Fox it looks like the best feasibility for expansion would include the North State Park, the Silver Dollar Bar and some of the homes in the North West corner of Lyon Township. These are preliminary plans and more study is being done. The study must be ready for submission by July 1st.

Higgins Lake Utilities Authority
Regular Meeting Minutes
February 4th, 2014

The meeting was called to order by Chairman DeHaan at 10:00 a.m.

Roll call: Present: DeHaan, Hartman, and Nellist. Absent English and Wood

Public Comments: None

Motion by DeHaan, second by Nellist, **CARRIED** to approve the agenda. Yeas: All Nays: None.

Motion by Nellist, second by Hartman, **CARRIED** to approve the minutes of the January 7th, 2014 regular meeting. Yeas: All Nays: None

WADE-TRIM REPORT: T. Truax reported that a new agreement has been completed with Les Job that will make Les responsible for first response to trouble calls and will take care of irrigation and lawn care. Tim also reported that there is some much needed maintenance to be done on the generator for a cost estimate of between \$1,500 and \$2,000. It was also brought to the attention of the board that the sign placement and amount of signs that are posted at the facility may not meet the specification required by the DEQ and more follow-up is needed.

Motion by DeHaan, second by Nellist, **CARRIED** to approve the treasurer's reports for December 2013. Yeas: All Nays: None

Motion by DeHaan, second by Hartman, **CARRIED** to approve accounts payable. Yeas: All Nays: None

OLD BUSINESS: Tatro reported on the meeting with the 3 township boards on January 17th to explain the results of the study. According to Fox it looks like the best feasibility for expansion would include the North State Park, the Silver Dollar Bar and some of the homes in the North West corner of Lyon. Follow up meeting with the North State Park and the Silver Dollar Bar is to be scheduled soon. Tatro also stated as part of old business that he has not heard anything from the insurance company in regards to the grant request.

NEW BUSINESS: None

MEMBERS COMMENTS: None

PUBLIC COMMENT: None

Meeting adjourned 10:37 a.m.

Respectfully submitted,

Paul Tatro – Manager


Ron Wood- Secretary

Higgins Lake Utilities Authority
Regular Meeting Minutes
March 4th, 2014

The meeting was called to order by Chairman DeHaan at 10:00 a.m.

Roll call: Present: DeHaan, Hartman, Nellist, and Wood. Absent English

Public Comments: None

Motion by DeHaan, second by Wood, **CARRIED** to approve the agenda. Yeas: All Nays: None.

Motion by Nellist, second by Hartman, **CARRIED** to approve the minutes of the February 4th, 2014 regular meeting. Yeas: All Nays: None

WADE-TRIM REPORT: T. Truax reported that there were 3 service calls and no Miss Dig request. During the month of February well samples were completed and sent to the lab. Tim indicated that Chris was working on connecting the generator to the auto dialer so notification is made when the generator is running. There was also some discussion in regards to a letter sent to Wade Trim from Bill DeHaan requesting some clarification on job assignments and responsibilities.

Motion by DeHaan, second by Wood, **CARRIED** to approve the treasurer's reports for January 2014. Yeas: All Nays: None

Motion by DeHaan, second by Nellist, **CARRIED** to approve accounts payable. Yeas: All Nays: None

OLD BUSINESS: Tatro reported on the meeting with the North State Park and the Silver Dollar Bar on the interest of being part of our system. Tatro reported that we have been notified of our grant application approval for a security system in the amount of \$5,000. DeHaan led discussions on the proposed maintenance cost for the generator.

NEW BUSINESS: None

MEMBERS COMMENTS: DeHaan reported that he met with the homeowner's association board in February.

PUBLIC COMMENT: None

Meeting adjourned 10:42 a.m.

Respectfully submitted,

Paul Tatro – Manager


Ron Wood- Secretary

Higgins Lake Utilities Authority
Regular Meeting Minutes
April 1st, 2014

The meeting was called to order by Chairman DeHaan at 10:00 a.m.

Roll call: Present: DeHaan, Hartman, Nellist, English and Wood. Absent None

Public Comments: None

Motion by Nellist, second by Wood, **CARRIED** to approve the agenda. Yeas: All Nays: None.

Motion by DeHaan, second by Hartman, **CARRIED** to approve the minutes of the February 4th, 2014 regular meeting. Yeas: All Nays: None

WADE-TRIM REPORT: Chris reported that the well samples were taken and tested with all good results. Chris also reported that there were 2 service calls and no Miss Dig request. Chris was working on connecting the generator to the auto dialer so notification is made when the generator is running; this expense was just agreed to by the board. Truax also sent his response to a letter from DeHaan in regards to job descriptions.

Motion by DeHaan, second by Nellist, **CARRIED** to approve the treasurer's reports for March 2014. Yeas: All Nays: None

Motion by DeHaan, second by Wood, **CARRIED** to approve accounts payable. Yeas: All Nays: None

OLD BUSINESS: The board discussed the renewal of the C.D and tabled the decision until next month on rather to add money additional funds.

NEW BUSINESS: None

MEMBERS COMMENTS: DeHaan reported a meeting he attended with the owner of the Silver Dollar Bar. DeHaan stated that the owners are interested in connecting to our system but that time may be an issue. The Silver Dollar is working with the health department to determine their options.

PUBLIC COMMENT: None

Meeting adjourned 10:53 a.m.

Respectfully submitted,

Paul Tatro – Manager



Ron Wood- Secretary

MEMBERS COMMENTS:

PUBLIC COMMENT: None

Meeting adjourned 10:53 a.m.

Respectfully submitted,

Paul Tatro – Manager

Ronald E Wood

Ron Wood- Secretary

Higgins Lake Utilities Authority
Regular Meeting Minutes
May 6th, 2014

The meeting was called to order by Chairman DeHaan at 10:00 a.m.

Roll call: Present: DeHaan, Hartman, Nellist, English and Wood. Absent None

Public Comments: None

Motion by DeHaan, second by English, **CARRIED** to approve the agenda. Yeas: All Nays: None.

Motion by English, second by Wood, **CARRIED** to approve the minutes of the April 1st, 2014 regular meeting. Yeas: All Nays: None

WADE-TRIM REPORT: Chris reported that they have several pump issues due to apparent freezing. The cost of fixing the pumps runs around \$300 and the hope is that the issue is isolated. Chris also reported that the aerators and lagoons are ready to go. Several resumes' have been received for the replacement of Les Job, but no one has been hired.

Motion by DeHaan, second by Nellist, **CARRIED** to approve the treasurer's reports for March 2014. Yeas: All Nays: None

Motion by DeHaan, second by Nellist, **CARRIED** to approve accounts payable. Yeas: All Nays: None

Report from staff- Julie and Paul made the board aware of the possible upgrades that maybe necessary for Windows, QuickBooks and a new computer mat be necessary.

OLD BUSINESS: The board discussed the renewal of the C.D and Motion by Wood, second by Nellist to add \$15,000 to the C.D that will renew on May 8th 2014. Yeas: All Nays: None

NEW BUSINESS: Tatro supplied the board with a new report showing the estimate cost per year for Asset replacement. Tatro stated that the figures come from a report given to the board about a year ago and breaks down the possible cost of replacing some of the major parts in the system so that the board can be prepared for the possible expense. The board discussed the plan in place for ER&R expenses and will look at the possibility of adding dollars to the budget in July. Tatro also reviewed the Utility Authorities contacts with the board.

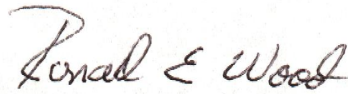
MEMBERS COMMENTS: DeHaan reported that a Public Hearing will take place on June 18th @ 6pm. At the Lyon Twp. Hall. The hearing involves the discussion of the study to add to the sewer system.

PUBLIC COMMENT: None

Meeting adjourned 11:10 a.m.

Respectfully submitted,

Paul Tatro – Manager


Ron Wood- Secretary

Higgins Lake Utilities Authority
Regular Meeting Minutes
June 3rd, 2014

The meeting was called to order by Chairman DeHaan at 10:00 a.m.

Roll call: Present: DeHaan, Hartman, Nellist, English and Wood. Absent None

Public Comments: None

Motion by DeHaan, second by English, **CARRIED** to approve the agenda. Yeas: All Nays: None.

Motion by DeHaan, second by Wood, **CARRIED** to approve the minutes of the May 6th, 2014 regular meeting. Yeas: All Nays: None

WADE-TRIM REPORT: Chris introduced Mike Stanaway as the new first responder to all trouble calls and maintenance at the treatment plant. Irrigation started on May 8th. Well samples were taken on May 20th and the results came back on May 29th. With all good results. Eight service calls and 5 Miss Digs were done in May.

Motion by Wood, second by Nellist, **CARRIED** to approve the treasurer's reports for May 2014. Yeas: All Nays: None

Motion by DeHaan, second by Nellist, **CARRIED** to approve accounts payable. Yeas: All Nays: None

Report from staff- Tatro reported on 2 sewer hook ups and Julie gave the board a quote for a new computer and software.

Delinquent Accounts- Tatro reviewed the delinquent accounts and DeHaan stated that he was going to follow up with the Lyon Twp. Treasurer to determine collection procedures.

OLD BUSINESS:

NEW BUSINESS: Tatro supplied the board with a new proposed budget for July 2014 to June 2015. After much discussion and review. Motion by Nellist, second by Wood, **CARRIED** to approve the 2014-2015 budget. Yeas: All Nays: None

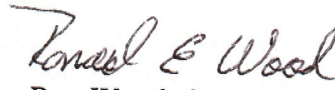
MEMBERS COMMENTS: DeHaan reported that during the Public Hearing that took place on June 18th at the Lyon Twp. Hall. The Lyon Twp. board accepted questions and comments after Larry Fox made his presentation. After much discussion the board decided to take no action and closed the study.

PUBLIC COMMENT: None

Meeting adjourned 10:53 a.m.

Respectfully submitted,

Paul Tatro – Manager


Ron Wood- Secretary

Higgins Lake Utilities Authority
Regular Meeting Minutes
July 1st, 2014

The meeting was called to order by Chairman DeHaan at 10:00 a.m.

Roll call: Present: DeHaan, Hartman, Nellist, English and Wood. Absent None

Public Comments: None

Motion by DeHaan, second by English, **CARRIED** to approve the agenda. Yeas: All Nays: None.

Motion by Nellist, second by Wood, **CARRIED** to approve the minutes of the June 3rd, 2014 regular meeting. Yeas: All Nays: None

WADE-TRIM REPORT: Chris reported that 4 service calls and 7 Miss Digs. Chris also reported that the effluent samples were taken, tested, and approved. The annual maintenance on the generator has been complete and the pump seal on one of the main left stations had to be repaired. There was much discussion about an issue with grease and oil showing up in some of the residential pump stations. Chris suggested that the station be pumped and the homeowner be notified of the problem again.

Motion by DeHaan, second by Wood, **CARRIED** to approve the treasurer's reports for June 2014. Yeas: All Nays: None

Motion by Nellist, second by English, **CARRIED** to approve accounts payable. Yeas: All Nays: None

Delinquent Accounts- Tatro reviewed the delinquent accounts and DeHaan stated that he spoke to the Twp. Treasurer who is aware of the delinquents and is acting on them.

OLD BUSINESS:

NEW BUSINESS: The board requested that Tatro contact Jim Anderson and schedule the audit for 2013-14. Motion by DeHaan, second by English, **Carried** to approve the renewal of MMC. Inc. contract for July 2014 thru December 31st. 2015. Roll call vote 4 yeas and 1 nay (Hartman).

MEMBERS COMMENTS:

PUBLIC COMMENT: None

Meeting adjourned 10:32 a.m.

Respectfully submitted,

Paul Tatro – Manager

Ronald E Wood

Ron Wood- Secretary

Higgins Lake Utilities Authority
Regular Meeting Minutes
August 5th, 2014

The meeting was called to order by Chairman DeHaan at 10:00 a.m.

Roll call: Present: DeHaan, Wood, Nellist, and English. Absent: Hartman

Public Comments: None

Motion by DeHaan, second by English, **CARRIED** to approve the agenda. Yeas: All Nays: None.

Motion by Wood, second by English, **CARRIED** to approve the minutes of the July 1st, 2014 regular meeting. Yeas: All Nays: None

WADE-TRIM REPORT: Chris reported that 10 service calls and 1 Miss Digs. Chris also reported that "confine space" warning signs have been purchased. Chris and Mike agreed to attend the annual meeting of the Homeowners association meeting on Saturday August 9th.

Motion by DeHaan, second by Nellist, **CARRIED** to approve the treasurer's reports for July 2014. Yeas: All Nays: None

Motion by DeHaan, second by English, **CARRIED** to approve accounts payable. Yeas: All Nays: None

Report from Staff: Tatro reported that the grant process is complete and we are awaiting a check. The signs warning of the presence of video cameras have been posted. The insurance renewal has been received with an increase of 3% and an increase of coverage of 5%. Tatro discussed with the board of the possible issue with a 2" drain that needs to be connected to the sewer at the owner's expense and the resident is unhappy with the new policy.

OLD BUSINESS: Tatro reported that the audit has been scheduled for August 28th.

NEW BUSINESS: The board discussed current member's terms. Motion by DeHaan, second by English, **CARRIED** to contract with IT Right to handle our technical computer issues. Yeas: All Nays: None

Higgins Lake Utilities Authority
Regular Meeting Minutes
September 2nd, 2014

The meeting was called to order by Chairman DeHaan at 10:00 a.m.

Roll call: Present: All Present DeHaan, Wood, Nellist, English, and Hartman

Public Comments: None

Motion by DeHaan, second by Wood, **CARRIED** to approve the agenda. Yeas: All Nays: None.

Motion by Nellist, second by English, **CARRIED** to approve the minutes of the August 5th, 2014 regular meeting. Yeas: All Nays: None

WADE-TRIM REPORT: Chris reported that there were 7 service calls and 3 Miss Digs. Chris also reported that the flow meters had to be recalibrated.

Motion by Nellist, second by Wood, **CARRIED** to approve the treasurer's reports for August 2014. Yeas: All Nays: None

Motion by DeHaan, second by English, **CARRIED** to approve accounts payable. Yeas: All Nays: None

Report from Staff: Tatro reported that the Shore Trail resident has hooked up a 2" drain to the system. The hay farmer is complaining that the hay is not growing as it should be and questioned the amount of irrigating being done. Tatro also stated that we received a new agreement from Performance Propane regarding the pricing for propane for the next contract year.

OLD BUSINESS: Tatro reported that the audit has been completed and the grant money in the amount of \$5,000 has been received from the insurance company.

NEW BUSINESS: The board requested that Tatro work with the owner of the Silver Dollar to explore the options available to have them hook-up to the system.

MEMBERS COMMENTS: DeHaan announced that there is a possibility that an article about our facility will be in the Resorter soon.

PUBLIC COMMENT: None

Meeting adjourned 10:39 a.m.

Respectfully submitted,

Paul Tatro – Manager

Ronald E Wood
Ron Wood- Secretary

Higgins Lake Utilities Authority
Regular Meeting Minutes
October 7th, 2014

The meeting was called to order by Chairman DeHaan at 10:00 a.m.

Roll call: Present: All Present DeHaan, Wood, Nellist, English, and Hartman

Public Comments: None

Motion by DeHaan, second by Wood, **CARRIED** to approve the agenda. Yeas: All Nays: None.

Motion by Nellist, second by English, **CARRIED** to approve the minutes of the September 2nd, 2014 regular meeting. Yeas: All Nays: None

WADE-TRIM REPORT: Chris reported that there were 3 service calls and 2 Miss Digs. Chris also reported that some general pump maintenance has been done and will be completed next month.

Motion by DeHaan, second by Nellist, **CARRIED** to approve the treasurer's reports for September 2014. Yeas: All Nays: None

Motion by DeHaan, second by English, **CARRIED** to approve accounts payable. Yeas: All Nays: None

Report from Staff: Tatro reported the cameras are working as promised and should help keep trespassers out.

OLD BUSINESS: Tatro reported on a meeting he had with the owner of the Silver Dollar. Tatro requested and received permission to continue to try to find options for the Dollar and their sewer issues.

NEW BUSINESS: None

MEMBERS COMMENTS: DeHaan commented on the article about our facility in the Resorter. He also stated that Lyon Township's attempt to seize the home in the association for back taxes is currently on hold until the first of the year.

PUBLIC COMMENT: None

Meeting adjourned 10:29 a.m.

Respectfully submitted,

Paul Tatro – Manager

Ronald E Wood
Ron Wood- Secretary

Higgins Lake Utilities Authority
Regular Meeting Minutes
December 2nd, 2014

The meeting was called to order by Chairman DeHaan at 10:00 a.m.

Roll call: Present: All present DeHaan, Wood, Nellist, English, and Hartman

Public Comments: None

Motion by DeHaan, second by English, **CARRIED** to approve the agenda. Yeas: All Nays: None.

Motion by DeHaan, second by Wood, **CARRIED** to approve the minutes of the November 4th, 2014 regular meeting. Yeas: All Nays: None

WADE-TRIM REPORT: Chris reported that there were no service calls or Miss Digs. Chris also reported that the contract with Wade Trim will renew In January with an increase of 1.9% or \$75.00 per month. The maintenance fund has been used up for the year. The hope is for less cost next year with having a maintenance plan in force. The plan in the spring is to have all major pumps cleaned out and serviced.

Motion by DeHaan, second by Nellist, **CARRIED** to approve the treasurer's reports for November 2014. Yeas: All Nays: None

Motion by DeHaan, second by English, **CARRIED** to approve accounts payable. Yeas: All Nays: None

Report from Staff: Tatro stated that the snowplowing has not been taken care of for the year. The board agreed that this is a responsibility of Wade Trim and they should handle the issue.

OLD BUSINESS: Tatro reported he will be continuing talks with everyone involved with the Silver Dollar hook-up and that it will be sometime before any decisions will have to be made.

NEW BUSINESS: James Anderson presented the board with the audit for the 2013 -14 budget year.

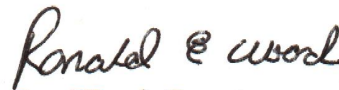
MEMBERS COMMENTS: None

PUBLIC COMMENT: None

Meeting adjourned 10:51 a.m.

Respectfully submitted,

Paul Tatro – Manager


Ron Wood- Secretary

Higgins Lake Utilities Authority
Regular Meeting Minutes
January 6th, 2015

The meeting was called to order by Chairman DeHaan at 10:00 a.m.

Roll call: Present: Present DeHaan, Nellist, English, and Hartman. Absent: Wood

Public Comments: None

Motion by DeHaan, second by English, **CARRIED** to approve the agenda. Yeas: All Nays: None.

Motion by DeHaan, second by Nellist, **CARRIED** to approve the minutes of the December 2nd, 2014 regular meeting. Yeas: All Nays: None

WADE-TRIM REPORT: Mike reported that everything is shut down and there were no issues for the month.

Motion by Nellist, second by Hartman, **CARRIED** to approve the treasurer's reports for December 2014. Yeas: All Nays: None

Motion by DeHaan, second by English, **CARRIED** to approve accounts payable. Yeas: All Nays: None

Report from Staff: Tatro reported that the State Park is again trying to come up with the money to hook up to the system. Tatro also reviewed the current budget with the board.

OLD BUSINESS: None

NEW BUSINESS: Tatro reviewed the Wade Trim maintenance summary with the board. He also stated that we are still waiting for a credit that was promised a couple of months ago.

MEMBERS COMMENTS: None

PUBLIC COMMENT: None

Meeting adjourned 10:22 a.m.

Respectfully submitted,

Paul Tatro – Manager

Ronald E Wood
Ron Wood- Secretary

Higgins Lake Utilities Authority
Regular Meeting Minutes
February 3rd, 2015

The meeting was called to order by Chairman DeHaan at 10:00 a.m.

Roll call: Present: Present DeHaan, Nellist and Hartman. Absent: Wood, English

Public Comments: None

Motion by DeHaan, second by English, **CARRIED** to approve the agenda. Yeas: All Nays: None.

Motion by DeHaan, second by Hartman, **CARRIED** to approve the minutes of the January 6th, 2015 regular meeting. Yeas: All Nays: None

WADE-TRIM REPORT: Mike reported that there were 3 service calls and 2 Miss Digg request. The main pump station pump was removed and sent for repair at an estimated cost of \$3,000. Monitor well samples were to be completed February 3rd.

Motion by DeHaan, second by Nellist, **CARRIED** to approve the treasurer's reports for January 2015. Yeas: All Nays: None

Motion by Nellist, second by Hartman, **CARRIED** to approve accounts payable. Yeas: All Nays: None

Report from Staff: Tatro reported that there is still an issue with the snowplowing. The county has said that they will not maintain the road.

OLD BUSINESS: None

NEW BUSINESS: None

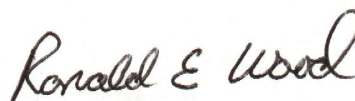
MEMBERS COMMENTS: DeHaan reported that the Lyon Township Treasurer continues to work with the Township attorney on two unpaid assessment properties.

PUBLIC COMMENT: None

Meeting adjourned 10:17 a.m.

Respectfully submitted,

Paul Tatro – Manager


Ron Wood- Secretary

Higgins Lake Utilities Authority
Regular Meeting Minutes
March 3rd, 2015

The meeting was called to order by Chairman DeHaan at 10:00 a.m.

Roll call: Present: Present DeHaan, Nellist, Wood and Hartman. Absent: English

Public Comments: None

Motion by DeHaan, second by Nellist, **CARRIED** to approve the agenda. Yeas: All Nays: None.

Motion by DeHaan, second by Nellist, **CARRIED** to approve the minutes of the February 3rd, 2015 regular meeting. Yeas: All Nays: None

WADE-TRIM REPORT: Mike reported that there were 8 service calls and 4 Miss Digg request. Monitor well samples taken and test results were good. Mike also reported that he has passed his certification for E-One pump repairs.

Motion by DeHaan, second by Wood, **CARRIED** to approve the treasurer's reports for February 2015. Yeas: All Nays: None

Motion by DeHaan, second by Hartman, **CARRIED** to approve accounts payable. Yeas: All Nays: None

Report from Staff: Tatro reported that the North State Park is again talking about possibly connecting to the system.

OLD BUSINESS: None

NEW BUSINESS: None

MEMBERS COMMENTS: DeHaan reported he has been studying the different policies and procedures and there was going to be have to be some discussion among the board on how best to proceed with any expansion and oversight on the process as determined by the By-Laws.

PUBLIC COMMENT: None

Meeting adjourned 10:48 a.m.

Respectfully submitted,

Paul Tatro – Manager



Ron Wood- Secretary

Higgins Lake Utilities Authority
Regular Meeting Minutes
April 7th, 2015

The meeting was called to order by Chairman DeHaan at 10:00 a.m.

Roll call: Present: Present DeHaan, Nellist, Wood and Hartman. Absent: English

Public Comments: Don Nickels from the homeowners association building committee made the board aware of a possibility of relocating a grinder pump to accommodate a new home being built. The board discussed the homeowner's options.

Motion by DeHaan, second by Nellist, CARRIED to approve the agenda. Yeas: All Nays: None.

Motion by DeHaan, second by Wood, CARRIED to approve the minutes of the March 3rd, 2015 regular meeting. Yeas: All Nays: None

WADE-TRIM REPORT: Mike reported that there were 2 service calls and 2 Miss Digg request. There was a couple of residence with severe freezing this winter.

Motion by DeHaan, second by Nellist, CARRIED to approve the treasurer's reports for March 2015. Yeas: All Nays: None

Motion by DeHaan, second by Wood, CARRIED to approve accounts payable. Yeas: All Nays: None

Report from Staff: Repair of main pump station complete. Missing consumer's check has been returned.

OLD BUSINESS: None

NEW BUSINESS: None

MEMBERS COMMENTS:

PUBLIC COMMENT: None

Meeting adjourned 10:50 a.m.

Respectfully submitted,

Paul Tatro – Manager

Ronald E Wood
Ron Wood- Secretary

Higgins Lake Utilities Authority
Regular Meeting Minutes
May 5th, 2015

The meeting was called to order by Chairman DeHaan at 10:00 a.m.

Roll call: Present: Present DeHaan, Nellist, Wood and English. Absent: Hartman

Public Comments: The homeowner from 120 Owosso Drive came to the board to ask that the grinder pump at his address be moved to help accommodate parking. DeHaan told the homeowner that he would meet with him at the site at look at his situation but that in all previous cases that the resident would be responsible for any cost associated with any move if it was even possible.

Motion by DeHaan, second by Wood, **CARRIED** to approve the agenda. Yeas: All Nays: None.

Motion by DeHaan, second by Wood, **CARRIED** to approve the minutes of the March 3rd, 2015 regular meeting. Yeas: All Nays: None

WADE-TRIM REPORT: Mike reported that there were 9 service calls and 6 Miss Digg request.

Motion by DeHaan, second by Nellist, **CARRIED** to approve the treasurer's reports for April 2015. Yeas: All Nays: None

Motion by DeHaan, second by Nellist, **CARRIED** to approve accounts payable. Yeas: All Nays: None

Report from Staff: Tatro reported that a Notice of Violation letter has been sent to the homeowner at 112 Lincoln Park Dr. in regards to the burying of his grinder pump with pea gravel which caused it to freeze.

OLD BUSINESS: None

NEW BUSINESS: Motion by DeHaan, second by Nellist, **CARRIED** to approve the transfer of \$15,000 from the ER&R account to the C.D. that is renewing on May 8th. Yeas: All Nays: None


MEMBERS COMMENTS:

PUBLIC COMMENT: None

Meeting adjourned 10:39 a.m.

Respectfully submitted,

Paul Tatro – Manager


Ron Wood- Secretary

Higgins Lake Utilities Authority
Regular Meeting Minutes
June 2nd, 2015

The meeting was called to order by Chairman DeHaan at 10:00 a.m.

Roll call: Present: Present DeHaan, Nellist, Wood and English. Absent: Hartman

Public Comments:

Motion by DeHaan, second by Wood, **CARRIED** to approve the agenda. Yeas: All Nays: None.

Motion by DeHaan, second by Wood, **CARRIED** to approve the minutes of the May 15th, 2015 regular meeting. Yeas: All Nays: None

WADE-TRIM REPORT: Mike reported that there were 20 service calls and 7 Miss Digg request. The affluent testing has been completed and irrigation of the fields has begun.

Motion by DeHaan, second by Nellist, **CARRIED** to approve the treasurer's reports for May 2015. Yeas: All Nays: None

Motion by DeHaan, second by English, **CARRIED** to approve accounts payable. Yeas: All Nays: None

Report from Staff: Tatro reported that the resident of 112 Lincoln Park Dr. responded to the violation letter sent to him and asked the board to consider labor charges only for the for the cost to repair his grinder pump. The board discussed and agreed that no other resident had been charged for parts involved with the pump freezing issues therefore this resident would be charged for labor only.

OLD BUSINESS: None

NEW BUSINESS: The board discussed the 2015-2016 budgets to be sent to the Township board for review.

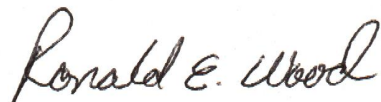
MEMBERS COMMENTS:

PUBLIC COMMENT: None

Meeting adjourned 10:44 a.m.

Respectfully submitted,

Paul Tatro – Manager


Ron Wood- Secretary

Higgins Lake Utilities Authority
Regular Meeting Minutes
August 4th, 2015

The meeting was called to order by Chairman DeHaan at 10:00 a.m.

Roll call: Present: All Present DeHaan, Nellist, Wood, Hartman and English.

Public Comments:

Motion by DeHaan, second by Nellist, **CARRIED** to approve the agenda. Yeas: All Nays: None.

Motion by DeHaan, second by Wood, **CARRIED** to approve the minutes of the June 2nd, 2015 regular meeting. Yeas: All Nays: None

WADE-TRIM REPORT: Mike reported that there was an electrical brown out during a recent thunder storm causing damage to several pump stations with the possibility of the loss of grinder pump. Tatro was asked by the board to research to see if an insurance claim was warranted.

Motion by Nellist, second by Wood, **CARRIED** to approve the treasurer's reports for June 2015. Yeas: All Nays: None

Motion by Nellist, second by English, **CARRIED** to approve accounts payable. Yeas: All Nays: None

Report from Staff: None

OLD BUSINESS: Motion by DeHaan, second by Nellist **CARRIED** to letter to Wade Trim notifying them of the intent to terminate their contract with the Authority effective December 31st, 2015. Yeas: All Nays: None

NEW BUSINESS: The board had discussions with John Hines regarding the status of the hay fields and received some information on what to look for in a new Certified Operator for the facility with the cancellation of the Wade Trim contract.

MEMBERS COMMENTS:

PUBLIC COMMENT: None

Meeting adjourned 10:51 a.m.

Respectfully submitted,

Paul Tatro – Manager

Ronald E. Wood

Ron Wood- Secretary

Higgins Lake Utilities Authority
Regular Meeting Minutes
September 1st, 2015

The meeting was called to order by Chairman DeHaan at 10:00 a.m.

Roll call: Present: Present DeHaan, Wood, Hartman and English. Absent: Nellist

Public Comments: Mr. McCall, a resident, commented that he had a 2" sink drain that was not connected to the system and he was advised that it was now his responsibility that it is hooked up.

Motion by Wood, second by English, **CARRIED** to approve the agenda. Yeas: All Nays: None.

Motion by English, second by Hartman, **CARRIED** to approve the minutes of the August 4th 2015 regular meeting. Yeas: All Nays: None

WADE-TRIM REPORT: Mike reported that things were very quiet for the month. There were 8 service calls and 3 Miss Diggs.

Motion by Wood, second by DeHaan, **CARRIED** to approve the treasurer's reports for August 2015. Yeas: All Nays: None

Motion by Wood, second by English, **CARRIED** to approve accounts payable. Yeas: All Nays: None

Report from Staff: The board rejected the addition of terrorist coverage for the insurance renewal.

OLD BUSINESS: DeHaan stated that the letter to terminate our contract with ~~them~~ ^{WADE-TRIM} has been mailed and delivery has been confirmed. The meeting between Beaver Creek and representatives of the North State Park was cancelled.

NEW BUSINESS: Motion by DeHaan, second by Wood, **CARRIED** to approve the agreement with Gregory Main and the payment of \$2,000 retainer fee. Motion by DeHaan, second by English, **CARRIED** to approve the payment of not more than \$150.00 per acre to re-seed the alfalfa fields.

MEMBERS COMMENTS: During member comments Chairman DeHaan announced his resignation from the board. DeHaan stated he was moving north to be closer to his family.

PUBLIC COMMENT: None

Meeting adjourned 11:01 a.m.

Respectfully submitted,

Ronald E. Wood

Higgins Lake Utilities Authority
Regular Meeting Minutes
November 3rd, 2015

The meeting was called to order by Vice-Chairman Nellist at 10:00 a.m.

Roll call: Present: Present Nellist, Riley and English. Absent: Hartman, Wood
Tim Riley was introduced as the new board member as a Lyon representative.

Public Comments: None

Motion by Nellist, second by English, **CARRIED** to approve the agenda. Yeas: All Nays: None.

Motion by Nellist, second by English, **CARRIED** to approve the minutes of the October 6th 2015 regular meeting. Yeas: All Nays: None

WADE-TRIM REPORT: Mike reported that A DEQ. Permit inspection was done in October. The report showed some issues that have since been addressed. There were 8 service calls and 2 Miss Diggs. The facility has been shut down and winterized.

Motion by Nellist, second by Riley, **CARRIED** to approve the treasurer's reports for October 2015. Yeas: All Nays: None

Motion by English, second by Nellist, **CARRIED** to approve accounts payable. Yeas: All Nays: None

Report from Staff: The board agreed to submit a claim for the weather damage claim from back in August

OLD BUSINESS: Tatro notified the board that the bid proposals were put in the local newspapers and the MRWA agreed to put it on their web page. Motion by English, second by Nellist, **CARRIED** to name John Nellist as Chairman and Sharon Hartman as Vice-Chairperson. Yeas: All Nays: None

NEW BUSINESS: The board discussed the renewal of the C.D. The board also discussed a letter from the DEQ. regarding the inspection done on our facility in October. The board agreed to place an ad in the paper for the possible opening for a maintenance person.

MEMBERS COMMENTS:

PUBLIC COMMENT: None

Meeting adjourned 10:36 a.m.

Respectfully submitted,

Paul Tatro – Manager

Ronald E. Wood
Ron Wood- Secretary

Higgins Lake Utilities Authority
Special Meeting Minutes
November 24th, 2015

Chairman Nellist called the meeting to order at 10:00 A.M..

Roll call: Nellist, Riley, English, Hartman, and Wood All present

Agenda: Opening of bid proposals

The board opened and discussed the 4 bid proposals received for the operations of the wastewater facility. Tatro supplied the group with an evaluation worksheet. The board agreed to take the proposals home to evaluate on their own and then to discuss them again at the next regular monthly meeting on December 1st.

Respectfully submitted,

Paul Tatro- Manager

Ronald E. Wood
Ron Wood- Secretary

Higgins Lake Utilities Authority
Regular Meeting Minutes
December 1st, 2015

The meeting was called to order by Vice-Chairman Nellist at 10:00 a.m.

Roll call: Present: Present Nellist, Riley, Hartman, Wood and English. Absent: None

Public Comments: None

Motion by Nellist, second by English, **CARRIED** to approve the agenda. Yeas: All Nays: None.

Motion by Nellist, second by English, **CARRIED** to approve the minutes of the November 3rd 2015 regular meeting. Yeas: All Nays: None

WADE-TRIM REPORT: Mike reported that there was a power outage causing the generator to run for about 3 hours. No other issues were reported due to the outage. Mike also reported that one of the irrigation pumps is running at about 60%. There were no service calls for the month and only one Miss Dig.

Motion by Nellist, second by Wood, **CARRIED** to approve the treasurer's reports for November 2015. Yeas: All Nays: None

Motion by Nellist, second by English, **CARRIED** to approve accounts payable. Yeas: All Nays: None

Report from Staff: None

OLD BUSINESS: The board agreed to set a special meeting for Tuesday December 15th for the purpose of deciding on the operations contract set to expire December 31st.

NEW BUSINESS: None

MEMBERS COMMENTS:

PUBLIC COMMENT: None

Meeting adjourned 11:24 a.m.

Respectfully submitted,

Paul Tatro – Manager

Ronald E. Wood

Ron Wood- Secretary

Higgins Lake Utilities Authority
Special Meeting Minutes
December 15th, 2015

Chairman Nellist called the meeting to order at 10:00 am

Roll call: Nellist, Riley, English, Hartman, and Wood All present

Public Comments: None

Motion by Nellist, second by English, CARRIED to approve the agenda. Yeas: All
Nays: None

Motion by Nellist, second by Wood, CARRIED to approve accounts payable. Yeas: All
Nays: None

After about 45 minutes of discussion and deliberation regarding the decision to either continue the contract with Wade Trim or to bring everything in house and hire an Certified Operator as an employee a Motion by Hartman, second by Wood, CARRIED to have chairman Nellist sign a new 2 year contract with Wade Trim after review and approval of the attorney. Yeas: Wood, Reilly, Hartman. Nays: Nellist, English

Respectfully submitted,

Paul Tatro- Manager

Ronald E. Wood
Ron Wood- Secretary