Higgins Lake Utility Authority
Regular Meeting Minutes
January 2, 2018

The meeting was called to order by Chairperson Hartman at 11:00 a.m.

Roll call: Present: Cook, Hartman, Wood Absent: English, Riley

Public Comments: None

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

Motion by Hartman, second by Cook, **CARRIED** to approve the minutes from the December 5, 2017 meeting. Yeas: All Nays: None Motion by Cook, second by Wood, **CARRIED** to approve the minutes of the December 15, 2017 special meeting. Yeas: All Nays: None

WADE-TRIM REPORT: Ken reported there were no Miss Digs and 2 service calls for the month, two pumps are left to be repaired and the generator annual maintenance will be completed on the 3rd of January. Ken also reported on the DEQ. inspection report.

Motion by Hartman, second by Cook, **CARRIED** to approve the treasurer's reports for December 2017 Yeas All Nays: None

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

REPORT FROM STAFF:

OLD BUSINESS: Tatro confirmed with board the deposit of $25,000 into a Cert. of Deposit. Jim Anderson reviewed the annual audit with the board. Motion by Hartman, second by Cook, **CARRIED** to move the February board meeting from the 5th to the 9th. Yeas: All Nays: None

NEW BUSINESSS: None

MEMBER COMMENTS:

Meeting adjourned 12:06 p.m.

Respectfully submitted

Ronald E Wood

Paul Tatro
Business Manager

Ron Wood
Secretary

Higgins Lake Utility Authority
Regular Meeting Minutes
March 6, 2018

The meeting was cancelled due to lack of a quorum at 10:00 a.m.

Respectfully submitted

Ronald E. Wood

Paul Tatro
Business Manager

Ron Wood
Secretary

Higgins Lake Utility Authority
Regular Meeting Minutes
February 9, 2018

The meeting was cancelled due to lack of a quorum at 10:00 a.m.

Respectfully submitted

Ronald E Wood

Paul Tatro
Business Manager

Ron Wood
Secretary

Higgins Lake Utility Authority
Regular Meeting Minutes
April 3, 2018

The meeting was called to order by Chairperson Hartman at 10:00 a.m.

Roll call: Present: Cook, Hartman, Wood, English Absent: Riley

Public Comments: None

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

Motion by Hartman, second by Cook, **CARRIED** to approve the minutes from the January 2, 2017 meeting. Yeas: All Nays: None

WADE-TRIM REPORT: Ken reported there were no Miss Digs and 2 service calls for the month. Spring cleanup and set up is well on its way. Monitor well test to be done in May.

Motion by Hartman, second by English, **CARRIED** to approve the treasurer's reports for January February and March 2018. Yeas All Nays: None

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

REPORT FROM STAFF:

OLD BUSINESS: Motion by Cook, second by Hartman, **CARRIED** to approve the Wade Trim Asset Review Plan over the signature of the Chairperson in the amount of $6,677.00 to be completed within 1 year and to be paid for in July 2018 as part of the 2018-2019 budget year. Roll Call vote all Yeas.

NEW BUSINESSS: None

MEMBER COMMENTS:

ADJOURNMENT: Meeting adjourned 11:09 p.m.

Respectfully submitted

Ronald E. Wood

Paul Tatro
Business Manager

Ron Wood
Secretary

Higgins Lake Utility Authority
Regular Meeting Minutes
May 1, 2018

The meeting was called to order by Chairperson Hartman at 10:00 a.m.

Roll call: Present: Cook, Hartman, Wood, English, Riley Absent: None

Public Comments: None

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

Motion by Wood, second by English, **CARRIED** to approve the minutes from the April 3, 2017 meeting. Yeas: All Nays: None

WADE-TRIM REPORT: Therron reported there was one service call and no Miss Digs for the month. Aerators to be installed today and the Asset Management Plan is just about complete. Therron also reported that he is having issues with disposable wipes messing with the grinder pumps. Per the board request Paul will be putting out another notice and Brian will be putting something on the Web page.

Motion by Cook, second by Hartman, **CARRIED** to approve the treasurer's reports for April 2018. Yeas All Nays: None

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

REPORT FROM STAFF:

OLD BUSINESS: Motion by Hartman to request the board attorney to withdrawal his resignation. No second motion fails.

NEW BUSINESSS: None

MEMBER COMMENTS:

ADJOURNMENT: Meeting adjourned 10:48 p.m.

Respectfully submitted

Paul Tatro
Business Manager

Ron Wood
Secretary

Higgins Lake Utility Authority
Regular Meeting Minutes
June 5, 2018

The meeting was called to order by Chairperson Hartman at 10:00 a.m.

Roll call: Present: Cook, Hartman, English, Riley Absent: Wood

Public Comments: None

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

Motion by English, second by Riley, **CARRIED** to approve the minutes from the May 1, 2018 meeting. Yeas: All Nays: None

WADE-TRIM REPORT: Therron reported there were 9 service calls and 3 Miss Digs for the month.

Motion by Cook, second by Hartman, **CARRIED** to approve the treasurer's reports for May 2018. Yeas All Nays: None

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

REPORT FROM STAFF:

OLD BUSINESS: Motion by Hartman, second by English, **CARRIED** to close the Debit Retirement Account and deposit money into the O&M account and use the O&M as the pass thru account for bond payments. Roll call vote Riley: yes Hartman: yes English: yes Cook: yes. Motion by English, second by Hartman, **CARRIED** to change the current monthly meetings to quarterly meeting starting with the July annual/organization meeting with the chairperson calling special meeting as needed. Yeas: 3 Nays: One. Motion by Hartman, second by Riley, **CARRIED** to approve budget as presented with amendments. Yeas: All Nays: None

NEW BUSINESSS: None

MEMBER COMMENTS:

ADJOURNMENT: Meeting adjourned 10:54 p.m.

Respectfully submitted

Paul Tatro
Business Manager

Ron Wood
Secretary