

BEAVER CREEK/GRAYLING TWP
Utility Authority
Minutes of Regular Board Meeting,
December 15, 2025

Call to Order: Meeting called to order by Vice-Chair Robson at 4:08 pm at the Beaver Creek Township Hall.

Roll Call:

Board Members Present: Hanson, Lawe, Robson

Board Members Absent: Keipert

Others in attendance: Alma, Johns, Polanic, Lang, Stephan

Approval of Agenda: Motion by Hanson, second by Lawe, **CARRIED** to approve the agenda.
Yeas: All.

Approval of Minutes: Motion by Hanson, second by Lawe, **CARRIED** to approve minutes of the regular meeting of November 17, 2025. Yeas: All.

Meeting Business:

IAI Report:

Johns reviewed the monthly IAI operations and maintenance report.

Johns stated that the monitoring well tests results were good for the first time in a while; that wastewater pH levels were still high prior to fall irrigation; and that they will continue to work on decreasing the high wastewater pH levels next year.

Treasurer's Report: Lawe stated the rate study by MRWA is close to being completed and that the report is expected to reveal a need to increase water and sewer rates (both Ready to Serve charges and the water commodity charge) to our customers.

Accounts Payable: Motion by Hanson, second by Robson, **CARRIED** to approve the accounts payable in the amount of \$17,361.01 for Nov. 17 – Dec. 14, 2025. Roll call vote: All Yeas, 1 Absent.

Report From Staff: Alma reported that we are in need of a tablet to operate the Silversmith asset management software.

Correspondence: Alma reported that Consumers Energy has a planned power outage in early January. IAI stated they had power plans ready.

Old Business: Robson stated he would prepare an IGI report for the USDA bathroom compliance and handle getting bids for the necessary renovations.

New Business:

1. Adoption of Section 504 Grievance Procedure. Motion by Robson, second by Hanson, **CARRIED** to adopt the attached Section 504 Grievance Procedure policy, as required by the USDA, regarding handling instances of discrimination on the basis of a disability.
Yeas: All.
2. New Customer Application. Lawe and Alma have created an application form for new water service connections. Discussion regarding adding a signature line to application.
3. Prior Fiscal Year Audit Review. Alma will reach out to Hanley to determine availability.
4. Tablet for Silversmith Asset Management Software. Motion by Lawe, second by Hanson, **CARRIED** to approve the purchase of a tablet and annual data plan from Silversmith Inc. in the amount of up to \$1,200.00. Roll call vote: All Yeas, 1 Absent.

Miscellaneous: None.

Member Comments: None.

Public Comments: Stephan again requested that the meeting packet include a report showing actual water pumped compared to water units billed for the month. Alma will work on including said report going forward.

Adjournment: 5:28 p.m.

Respectfully submitted,

Robert J. Lawe
Secretary

R. Douglas Keipert
Chairperson