



Organizational Meeting Minutes  
January 29, 2020

The Secretary called the meeting to order at 8:00AM, took roll call, and opened nominations for officers of the Authority for 2020.

**CHAIRMAN**

*Motion: T. Anderson moved and J. Deming seconded to nominate M. McKeown for Chairman of the Board.*

**VICE CHAIRMAN**

*Motion: M. McKeown moved and J. Deming seconded to nominate T. Anderson for Vice Chairman of the Board.*

**TREASURER**

*Motion: T. Anderson moved and J. Deming seconded to nominate S. Beardsley for the Treasurer of the Board.*

**SECRETARY**

*Motion: T. Anderson moved and E. Gott seconded to nominate T. Hockey for Secretary of the Board.*

*Motion: T. Saunders moved and E. Gott seconded to approve the above nominations and appoint the following slate of officers for 2020:*

- *M. McKeown, Chairman*
- *T. Anderson, Vice Chairman*
- *S. Beardsley, Treasurer*
- *T. Hockey, Secretary (including authorizing use of LCWSA seal)*

*Carried unanimously.*

**MEETINGS**

The Chairman of the Board noted that the dates, times, and location for Regular Board Meetings in 2020 were previously approved at the December 20, 2019 Board Meeting, and have been re-stated below.

**Regular Meeting Schedule for 2020**

**(Location: Watershed Education Center in Vitale Park, 5828 Big Tree Road, Lakeville, NY 14480)**

<b>Date</b>	<b>Time</b>
01/29/20	Immediately following Organizational Meeting at 8:00 am
02/26/20	8:00 am
03/25/20	8:00 am
04/22/20	8:00 am
05/27/20	8:00 am
06/24/20	8:00 am
07/22/20	8:00 am

<b>Date</b>	<b>Time</b>
08/26/20	8:00 am
09/23/20	8:00 am
10/28/20	8:00 am
11/18/20	8:00 am
12/18/20	9:00 am

#### **OFFICIAL NEWSPAPER**

The Chairman of the Board requested suggestions for selecting official newspapers for 2020.

*Motion: T. Saunders moved and J. Deming seconded that the Livingston County News and the Genesee Country Express would be the Livingston County Water and Sewer Authority's official newspapers for 2020. Carried unanimously.*

#### **BANK**

The Chairman of the Board requested suggestions for selecting the official bank for 2020.

*Motion: T. Anderson moved and J. Deming seconded that Five Star Bank would be the official bank for the Livingston County Water and Sewer Authority for 2020 for daily deposits and transactions; however, the Board may utilize other Livingston County Banks as necessary. Carried unanimously.*

*Motion: T. Anderson moved and E. Gott seconded that the Chairman, Vice Chairman, or Treasurer have the power to authorize the Principal Account Clerk to utilize any other bank or financial institution. Carried unanimously.*

#### **PAYMENT OF BILLS**

*Motion: T. Saunders moved and J. Deming seconded to authorize any officer of the Board to approve any payment of bills to either take advantage of discounts or avoid penalties, and further those payments shall be brought to the attention of the Board at the next meeting. Carried unanimously.*

#### **BOARD COMMITTEES**

*Motion: T. Saunders moved and T. Anderson seconded to appoint J. Deming, M. McKeown, and E. Gott to the Governance Committee, and T. Anderson and S. Beardsley to the Audit/Finance Committee (with 1 vacancy to be filled at a later date), and T. Saunders and M. Baines to the Joint Water Works Committee. Carried unanimously.*

#### **APPOINTMENT – ENGINEER**

The Board reviewed the engagement letter from Clark Patterson Lee, dated January 13, 2020, including proposed billing rates (on file with Secretary).

*Motion: E. Gott moved and J. Deming seconded to approve utilizing Clark Patterson Lee for miscellaneous professional engineering services for 2020, with services to be billed in accordance with the billing rate schedule presented. Carried unanimously.*

#### **APPOINTMENT – ATTORNEY**

The Board reviewed the engagement letter from Kruk & Campbell, P.C., dated January 24, 2020, including proposed billing rate (on file with Secretary).

***Motion: E. Gott moved and J. Deming seconded to approve utilizing Kruk & Campbell, P.C., for miscellaneous legal services for 2020, to be billed in accordance with the billing rate presented. Carried unanimously.***