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*Minutes*  
**REGULAR MEETING**  
**March 15, 2023 at 8:00 am**  
**Watershed Education Center (Vitale Park)**  
**Lakeville, NY 14480**

**Members Attending:** M. McKeown, M. Falk, B. Ceci, S. Beardsley, and D. Higgins

**Others attending:** J. Molino (Executive Director), M. Kosakowski (Director of Operations), R. Lewis (Principal Accountant), S. Wright (Secretary), E. Weis (Engineer), Randy Shepard (Bonadio & Co., LLP), and Bill Weber, resident

**Call to Order: 8:01a.m.**

**Privilege of the Floor:**

Bill Weber approached the Board regarding the recent service unit changes and the effect of the policy changes had on his bill. He would like to work with the Operations Department to determine if a reduction in the meter size is possible for his property as his base charges increased due to meter size. J. Molino suggested working with his plumber to determine if the smaller ¾” meter could replace his current 1” meter. The change to the smaller meter will reduce his base charges.

R. Shepard reviewed the 2022 Draft Financial Statements and Required Communication Letter with Board. S. Beardsley complimented the Management Discussion and Analysis Future Factors for its thorough and comprehensive explanation of the Authority’s ongoing projects.

**Approval of Minutes:**

**February 15, 2023 - Regular Meeting**

*Motion: B. Ceci moved, and S. Beardsley seconded to approve the regular board meeting minutes dated February 15, 2023. Carried unanimously.*

**March 8, 2023 – Audit & Finance Committee Meeting**

*Motion: M. Falk moved, and S. Beardsley seconded to approve Audit & Finance Committee meeting minutes dated March 8, 2023. Carried unanimously by members of the Committee.*

**Reports:**

**Financial Report – February 2023**

R. Lewis reviewed the Financial Report with the Board (on file with Secretary) and the 2022 year end financials. Members also discussed the banking insurance requirements when holding municipal funds. LCWSA requires banks to have collateral for our funds.

*Motion: M. Falk moved, and D. Higgins seconded to approve the February 2023 Financial Report. Carried unanimously.*

**Operations and Capital Report**

M. Kosakowski reviewed the Operations and Capital Reports with the Board (on file with Secretary). The two trucks, 2013 Ford F-150 and 2016 Dodge Ram, recently surplus, sold at auction for \$7900 and \$11,450, respectively.

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**Executive Director Report**

J. Molino reviewed:

- The Authority Budget Office recommends all public authorities complete an annual assessment of the effectiveness of internal controls. One proposed corrective action is to update policies and procedures. The Governance Committee will be working with management staff to review and update these throughout this year.
- J. Molino will be researching the effect on the current Capital Debt charge if utilizing bonds as a financing option for the upcoming Groveland UV Project and the Lakeville Chemical Feed Building. He proposed an Audit & Finance Committee meeting for early April to discuss this financing option and to review the amortization schedule.
- The 2023 Work Plan was reviewed along with an update for the Regional Water Project. The next step will be discussions with the Villages that will be participating in the project.

**Other Business:**

**Resolutions:**

- 2023-10      RESOLUTION ADOPTING ADMINISTRATIVE POLICIES A-001 – A-004  
*Motion: B. Ceci moved, and M. Falk seconded to approve Resolution 2023-10. Carried unanimously.*
- 2023-11      RESOLUTION ACCEPTING THE 2022 FINANCIAL AUDIT  
*Motion: S. Beardsley moved, and D. Higgins seconded to approve Resolution 2023-11. Carried unanimously.*

**Executive Session:**

*Motion: M. Falk moved, and B. Ceci seconded that the board reconvene in Executive Session at 9:44 a.m. for the purpose of discussions concerning the employments history of a particular person or corporation, or matter leading to the appointment. Employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. Carried unanimously.*

*Motion: B. Ceci moved, and D. Higgins to end the Executive Session at 9:53 a.m. with no action taken. Carried unanimously.*

**Adjournment – 9:53 a.m.**

*Motion: S. Beardsley moved, and B. Ceci seconded to close the meeting. Carried unanimously.*