

**ITEM 1 - TEMPORARY SECRETARY**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ and carried to appoint Joyce  
A. Tomaka as Temporary Secretary for the Annual Meeting.

Ayes:

Noes:

04/29/24-alh

**ITEM 2 - TEMPORARY CHAIR**

Motion by                      seconded by                      and carried to appoint Peggy

A. LaGree as Temporary Chair for the Annual Meeting.

Ayes:

Noes:

04/29/24-alh

**ITEM 3 - CHAIR**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ and carried to nominate Jerome D. Schad as Chair of the Erie County Water Authority for the ensuing year.

Ayes:

Noes:

04/29/24-alh

**ITEM 4 - VICE CHAIR**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ and carried to nominate Peggy A. LaGree as Vice Chair of the Erie County Water Authority for the ensuing year.

Ayes:

Noes:

04/29/24-alh

**ITEM 5 - TREASURER**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ and carried to nominate Michele M. Iannello as Treasurer of the Erie County Water Authority for the ensuing year.

Ayes:

Noes:

04/29/24-alh

**ITEM 6 - SECRETARY**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ and carried to nominate Terrence D. McCracken as Secretary to the Erie County Water Authority for the ensuing year.

Ayes:

Noes:

04/29/24-alh

**ITEM 7 - ASSISTANT TREASURER**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ and carried to nominate  
Lavonya C. Lester as Assistant Treasurer to the Erie County Water Authority for  
the ensuing year.

Ayes:

Noes:

04/29/24-alh

**ITEM 8 - ASSISTANT SECRETARY**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ and carried to nominate  
Joyce A. Tomaka as Assistant Secretary to the Erie County Water Authority for  
the ensuing year.

Ayes:

Noes:

04/29/24-alh



**ITEM 9 - AUTHORIZATION TO DESIGNATE DEPOSITORIES FOR FUNDS**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ and carried that the Erie County Water Authority designate the financial institutions listed below as depositories for funds collected by the Treasurer:

BANK OF AMERICA  
EVANS BANK, N.A.  
JP MORGAN CHASE BANK, N.A.  
JP MORGAN SECURITIES LLC  
KEY BANK OF NEW YORK  
M&T BANK  
MANUFACTURERS & TRADERS TRUST COMPANY/  
WILMINGTON TRUST, N.A.  
UBS FINANCIAL SERVICES, INC.

And furthermore, the Treasurer is hereby authorized and directed to execute all necessary signature cards and other financial institution documents necessary for funds collected by the Treasurer to be deposited in the named institutions. This resolution incorporates by reference any resolution required by a financial institution to be adopted by the governing board of a depositor.

Ayes:

Noes:

04/29/24-alh

**ITEM 10 - AUTHORIZATION TO APPROVE THE FOLLOWING TO EXECUTE ERIE COUNTY WATER AUTHORITY CHECKS ON BEHALF OF THE ERIE COUNTY WATER AUTHORITY**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ and carried to authorize the following to execute Erie County Water Authority checks on behalf of the Erie County Water Authority:

Chief Operating Officer  
Director of Administration  
Secretary to the Authority  
Treasurer

Ayes:

Noes:

04/29/24-alh

**ITEM 11 - AUTHORIZATION FOR THE FOLLOWING TO  
ORIGINATE WIRE TRANSFERS OR TRANSFERS  
BETWEEN ACCOUNTS ON BEHALF OF THE ERIE  
COUNTY WATER AUTHORITY**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ and carried to authorize the following to originate wire transfers or transfers between accounts on behalf of the Erie County Water Authority:

Cash Manager  
Comptroller  
Manager of Accounting Services

Ayes:

Noes:

04/29/24-alh

**ITEM 12 - AUTHORIZATION FOR THE FOLLOWING TO APPROVE  
ORIGINATED WIRE TRANSFERS BY TELEPHONE OR  
ONLINE ON BEHALF OF THE ERIE COUNTY WATER  
AUTHORITY**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ and carried to authorize the following to approve originated wire transfers by telephone or online on behalf of the Erie County Water Authority:

Assistant Business Officer Manager  
Business Office Manager  
Chief Account Clerk  
Senior Account Clerk

Ayes:

Noes:

04/29/24-alh

**ITEM 13 - AUTHORIZATION FOR THE FOLLOWING TO  
ORIGINATE DIRECT DEPOSITS AND APPROVE DIRECT  
PAYMENTS THROUGH THE AUTOMATED CLEARING  
HOUSE (ACH) ON BEHALF OF THE ERIE COUNTY  
WATER AUTHORITY**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ and carried to authorize the following to originate direct deposits and approve direct payments through the Automated Clearing House on behalf of the Erie County Water Authority:

Cash Manager  
Comptroller  
Manager of Accounting Services

Ayes:

Noes:

04/29/24-alh

**ITEM 14 - AUTHORIZATION FOR THE CASH MANAGER TO  
MANAGE ONLINE INQUIRY ACCESS TO ERIE COUNTY  
WATER AUTHORITY BANK ACCOUNTS FOR THE  
PURPOSE OF VIEWING DEPOSITORY, COLLATERAL  
AND INVESTMENT ACTIVITY AND RESEARCHING AND  
REFUNDING CUSTOMER PAYMENTS**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ and carried to authorize the  
Cash Manager to manage and permit others inquiry access to depository,  
collateral and investment activity and to research and refund customer payments  
online on behalf of the Erie County Water Authority.

Ayes:

Noes:

04/29/24-alh

**ITEM 15 - AUTHORIZATION TO APPROVE THE FOLLOWING TO EXECUTE ALL FEDERAL AND STATE TAX RETURNS ON BEHALF OF THE ERIE COUNTY WATER AUTHORITY**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ and carried to authorize the following to execute all Federal and State Tax Returns on behalf of the Erie County Water Authority:

Cash Manager  
Chief Financial Officer  
Comptroller  
Manager of Accounting Services

Ayes:

Noes:

04/29/24-alh

**ITEM 16 - AUTHORIZATION TO ISSUE AND FORWARD  
PURCHASE ORDERS AFTER DEPARTMENTAL  
APPROVAL**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ and carried to approve the Director of Administration and in the absence of the Director of Administration, the Comptroller, to issue and forward purchase orders after departmental approval.

Ayes:

Noes:

04/29/24-alh



**ITEM 17 - APPOINTMENT OF LABOR-MANAGEMENT  
HEALTHCARE COALITION REPRESENTATIVE**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ and carried to appoint Jessica R. Brown, Comptroller, as the Erie County Water Authority's representative for the Labor-Management Healthcare Coalition, Inc. for the ensuing year.

Ayes:

Noes:

04/29/24-alh

**ITEM 18 - COMMITTEES AND BOARDS**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ and carried to approve that the following committee and board assignments for the coming year be made and that the Chair of the Erie County Water Authority will continue to be empowered to name new committees and assign members.

	Finance Committee	Audit Committee	Governance Committee	Ethics Board
Jerome D. Schad, Chair	X	X	X	X
Peggy A LaGree, Vice Chair	X	X	X	X
Michele M. Iannello, Treasurer	X	X	X	X

Ayes:

Noes:

04/29/24-alh

**ITEM 19 - RULES OF ORDER**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ and carried to approve that the Board of Commissioners adopt parliamentary Rules of Procedure using the publication based Robert's "Rules of Order,": Jones, O.G., (1990) *Parliamentary Procedure at a Glance*. New York, Penguin Books.

Ayes:

Noes:

04/29/24-alh

**ITEM 20 - REAUTHORIZATION OF THE DEFENSE AND  
INDEMNIFICATION POLICY NO. 94**

Motion by           seconded by           and carried to reauthorize and  
continue the Defense and Indemnification Policy No. 94.0, adopted on March 26,  
2019 and readopted as Policy 94 on September 20, 2023, without amendment.

Ayes:

Noes:

04/29/24-alh

**ITEM 21 - REAUTHORIZATION OF THE TRAVEL AND TRAINING  
POLICY NO. 8**

Motion by           seconded by           and carried to reauthorize and  
continue the Travel and Training Policy No. 8.0, adopted on February 7, 2019 and  
readopted as Policy No. 8 on September 20, 2023, without amendment.

Ayes:

Noes:

04/29/24-alh

**ITEM 22 - REAUTHORIZATION OF THE TIMEKEEPING POLICY  
NO. 29**

Motion by           seconded by           and carried to reauthorize and  
continue the Timekeeping Policy No. 29.0, adopted on February 7, 2019 and  
readopted as Policy No. 29 on September 20, 2023, without amendment.

Ayes:

Noes:

04/29/24-alh

**ITEM 23 - AUTHORIZATION TO SIGN AUTOMOBILE TITLES AND REGISTRATION DOCUMENTS**

Motion by           seconded by           and carried to authorize the Director of Administration, who oversees fleet operations, to transfer ownership of sold vehicles by signing the title after confirming receipt of payment and signing necessary Department of Motor Vehicles' documents to register new Erie County Water Authority vehicles; and

**WHEREAS**, in the absence of the Director of Administration, the Authority's Comptroller or Chief Financial Officer may sign the necessary documents to transfer or establish ownership of Authority vehicles.

Ayes:

Noes:

04/29/24-alh

**ITEM 24 - AUTHORIZATION TO READOPT THE ERIE COUNTY  
WATER AUTHORITY'S MISSION STATEMENT**

Motion by           seconded by           and carried to readopt the Erie County  
Water Authority's Mission Statement, adopted on April 24, 2014 and readopted  
on November 16, 2023, without amendment.

Ayes:

Noes:

04/29/24-alh



**ITEM 25 - REAUTHORIZATION THE ERIE COUNTY WATER  
AUTHORITY'S PROCUREMENT POLICY**

Motion by           seconded by           and carried to reauthorize and  
continue the Erie County Water Authority's Procurement Policy, adopted on  
January 18, 2024, without amendment.

Ayes:

Noes:

04/29/24-alh

**ITEM 26 - REAUTHORIZATION OF THE ERIE COUNTY WATER  
AUTHORITY'S INVESTMENT GUIDELINES**

Motion by           seconded by           and carried to reauthorize and  
continue the Erie County Water Authority's Investment Guidelines, adopted on  
March 24, 2022, without amendment.

Ayes:

Noes:

04/29/24-alh

**ITEM 27 - REAUTHORIZATION TO ADOPT THE RETENTION AND DISPOSITION SCHEDULE FOR NEW YORK LOCAL GOVERNMENT RECORDS (LGS-01) AND APPOINTMENT TO THE POSITION OF RECORDS MANAGEMENT OFFICER**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ and carried to reauthorize to adopt the Retention and Disposition Schedule for New York Local Government Records (LGS-01) and Appointment of Terrence D. McCracken to the Position of Records Management Officer of the Erie County Water Authority for the ensuing year.

Ayes:

Noes:

04/29/24-alh

**ITEM 28 - ADJOURNMENT**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ and carried to adjourn this annual organization meeting until the next organization meeting to be held on the first regularly scheduled Board meeting after the 27<sup>th</sup> day of April 2025.

Ayes:

Noes:

04/29/24-alh