

MINUTES of the **AUDIT COMMITTEE MEETING** of the **ERIE COUNTY WATER AUTHORITY** held in the office, 295 Main Street, Rm. 350, Buffalo, New York, on the 13th day of July, 2017.

PRESENT: **Robert Anderson, Chairman**
Jerome D. Schad, Vice Chairman
Karl J. Simmeth, Jr., Treasurer
Joseph T. Burns, Secretary to the Authority
Earl Jann, Executive Director
Robert J. Lichtenthal, Jr., Deputy Director
Karen A. Prendergast, Comptroller
Paul Riester, Director of Administration
Daniel NeMoyer, Director of Human Resources
Steve D'Amico, Business Office Manager
Jacqueline Mattina, Deputy Associate Attorney
Darlene Sikorski-Petritz, Deputy Associate Attorney
Terrence McCracken, Deputy Administrative Director
John Mogavero, Chemist/Chief WPTO
Paul Whittam, Director of Water Quality
Richard Planavsky, Chief Business Officer Manager/Budget Director

ATTENDEES: **Sean Dwyer**
John Jennings

CALL TO ORDER

PLEDGE TO THE FLAG

I. - ROLL CALL

II. - READING OF MINUTES

Motion by Mr. Anderson seconded by Mr. Schad and carried to waive the reading of the Minutes of the Audit Committee Meeting held on March 23, 2017.

III. - APPROVAL OF MINUTES

Motion by Mr. Anderson seconded by Mr. Schad and carried to approve the Minutes of the Audit Committee Meeting held on March 23, 2017.

IV. - REPORTS

A) Audit Service Contract

Bob Lichtenthal distributed a memo regarding Audit Services Contract.

ERIE COUNTY WATER AUTHORITY
INTEROFFICE MEMORANDUM

July 9, 2017



To: Commissioners Anderson, Schad and Simmeth
Cc: Earl L. Jann, Executive Director
From: Robert J. Lichtenthal, Jr., Deputy Director *RJL*
Subject: Audit Services Contract

It has been three years since the Authority issued a formal RFP for independent audit services.

The results of the last RFP was that a contract to provide audit services for the Authority fiscal years ending on December 31st of 2014, 2015 & 2016 was entered into with the firm Drescher & Malecki.

In the past, contracts of this type included provisions to extend the contract for two, one year periods. However, this recent contract with Drescher & Malecki LLP did not include any extension language of any type.

As the solicitation, review and recommendation of an audit firm falls within the scope of responsibilities of the Audit Committee of the Authority, it is necessary for the Audit Committee to begin the process of securing audit services on behalf of the Authority for the current and future years. I would recommend that the Committee or a representative of the Committee reach out to Drescher & Malecki LLP to see if there is an interest on their part of providing services for another one to two years and under what terms and conditions. If so, the Authority could offer an amendment to the contract to address an extension.

I would recommend that a dialogue commence as to the process and procedures that the Audit Committee would like to engage to acquire this vital service for the Authority.

If I can be of further assistance, please let me know.

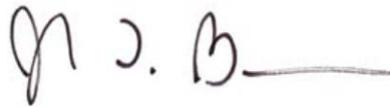
V. - COMMUNICATIONS AND BILLS

VI. - UNFINISHED BUSINESS (NONE)

VII. - NEW BUSINESS (RESOLUTIONS)

VIII. - ADJOURNMENT

Motion by Mr. Simmeth second by Mr. Schad and carried that the meeting adjourn.

A handwritten signature in black ink, appearing to read "J. T. Burns", followed by a horizontal line.

Joseph T. Burns
Secretary to the Authority

SLZ