

**SENECA COUNTY WATER-SEWER AUTHORITY**  
**BOARD OF DIRECTORS**  
**REGULAR MEETING**  
**JANUARY 22, 2026; 5:30p**  
**County Office Building; Heroes Conference Room**

**AGENDA**

- I. **Call to Order / Pledge of Allegiance** **Robert Carroll, Chair**
  
- II. **Review / Approval of Minutes** **Robert Carroll, Chair**
  - a. *December 18, 2025*
  - b. *January 7, 2026*
  
- III. **Nomination and Election of Officers** **Robert Carroll, Chair**
  - a. *Chair*
  - b. *Vice-Chair*
  - c. *Secretary*
  - d. *Treasurer*
  
- IV. **Discuss Committees and Committee Assignments** **Chair**

*RESOLVED that the participation of Board Members in the following Committees be extended through 2026 as follows:*

  - a. *Audit*
    - i. *Curtis Biery*
    - ii. *Michael Shores*
    - iii. *Clara Walborn*
  - b. *Governance*
    - i. *Brian Preston*
    - ii. *Michael Shores*
    - iii. *Clara Walborn*
  - c. *Finance*
    - i. *Curtis Biery*
    - ii. *Greg Keefe*

iii. *Damon Nicholson*

- V. Designation of Official Meeting Day / Time** **Chair**
- VI. Designation of Newspaper of Record** **Chair**
- VII. Designation of Michael Howard as Corporate Counsel** **Chair**
- VIII. Designation of David Hou as Employment Law Counsel** **Chair**
- IX. Designation of MRB Group as Engineer-of-Record** **Chair**
- X. Review and Approval of Policies** **Michael Howard, Counsel**  
*a. Investment Guidelines*  
*b. Whistleblower Policy*
- XI. Review and Approval of Bookkeeping Proposal** **Matt Horn, MRB Group**  
*Staff has solicited and reviewed a proposal for bookkeeping services from accounting firm Pro-Nexus. The firm provides accounting and transaction support to a range of municipal agencies throughout the region and County.*
- XII. Authorization to Engage with Bonadio Group** **Matt Horn, MRB Group**  
*Staff has received a formal engagement letter from The Bonadio Group. This item is for Board approval of the associated terms.*
- XIII. Executive Director Update** **Dan Schmalzel, Executive Director**
- XIV. Consideration of Proposed Executive Session**  
*Pursuant to 105(1)(f) of Article 7 of the New York State Public Officers Law: "...matters leading to the appointment of a particular person or corporation.*
- XV. Other Business** **Board Members / Staff**
- XVI. Next Steps / Next Meeting** **Matt Horn, MRB Group**  
*Mr. Horn will overview action items to be completed between now and the next Board meeting. The next Board meeting is scheduled for February 19<sup>th</sup>.*