

SENECA COUNTY WATER-SEWER AUTHORITY
BOARD OF DIRECTORS
REGULAR MEETING
March 26, 2026; 5:30p
County Office Building; Heroes Conference Room

RECORD OF PROCEEDINGS

I. Call to Order / Pledge of Allegiance

The meeting was called to order at 5:30. All members were present. Guests included Chairman Michael Enslow and Supervisor Robert Shipley of the Seneca County Board of Supervisors. Interim Executive Director Daniel Schmalzel was also present, along with consulting team members Michael Howard, David Hou, Diana Smith, and Matt Horn.

II. Review / Approval of Minutes

On motion from Mr. Dyson, seconded by Mr. Shores, the minutes of February 26th and March 16th were unanimously approved.

III. Resolution Authorizing ABO Report Submittal **Matt Horn, MRB Group**

Mr. Horn overviewed the Operations and Accomplishments Report and the Performance Report for consideration of submittal as part of the Authority's annual PARIS filings. On review by the Board, Mr. Shores moved to authorize submittal of the reports. Mr. Dyson seconded the motion, which carried unanimously.

IV. Update Regarding O&M Services – WD#1 **Dan Schmalzel, Executive Director**

Mr. Schmalzel updated the Board on transition activity for operations and maintenance of County Water District #1. The operations agreement which was approved by the Board of Supervisors and the Authority Board is not effective at this time, due to the lack of approval from the Town of Romulus. In the interim, the Cayuga County Water and Sewer Authority has graciously agreed to provide Operator-of-Record services, and the Department of Health has been notified of such. The team will continue discussions with Cayuga County to determine the nature of ongoing support, and will continue

working on organizational structures necessary to effect our own WSA hires to address O&M needs.

V. Resolution Authorizing Accounting Support - Tax-Exempt Determination **Mike Howard, Counsel**

Mr Howard noted that, as contracting activity ramps up, the Authority will need to demonstrate to contracted parties the nature of our tax-exempt status. Bonadio has provided a proposal to seek and document determinations from NYS and the federal government on an hourly basis. Their estimated fee is between \$1,600 and \$2,400.

On motion from Mr. Keefe, seconded by Ms. Walborn, the Board unanimously authorized engagement with Bonadio for these services.

VI. Discussion Regarding County Support/Expectations **Robert Carroll, Chair**

Board members engaged with Chairman Enslow and Supervisor Shipley on a range of topics, including County leadership’s metrics for success, funding approach for sustained operations during Authority start up, condition of Countywide water and sewer assets, and varying engagement opportunities with Towns and Villages throughout the County.

VII. Resolution Authorizing Payment of Invoices

Mr. Schmalzel advised that 2026 operating funds have officially been transferred to Authority accounts. As such, the County allocated outstanding invoices totaling \$39,950.10 for legal, accounting, and engineering services as noted below:

Vendor	Invoice Date	Amount
MRB Group	3/18/2026	\$ 9,858.60
Bonadio	3/12/2026	\$ 800.00
Michael Howard	2/2/2026	\$ 10,760.00
Michael Howard	3/1/2026	\$ 10,127.00
BSK	12/16/2025	\$ 2,040.00
BSK	2/5/2026	\$ 3,737.50
BSK	3/9/2026	\$ 2,627.00
Total		\$ 39,950.10

On motion from Mr. Shores, seconded by Mr. Nicholson, the Board unanimously authorized payment of all outstanding invoices.

VIII. Consideration of Proposed Executive Session

On motion properly made and seconded, and 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.", the Board unanimously voted to enter executive session. Mr. Hou and Chairman Enslow were requested to join the session.

IX. Adjourn

With no further business to come before the Board, the meeting was adjourned without further action.