

**NIAGARA COUNTY SEWER DISTRICT #1
ADMINISTRATIVE BOARD MEETING**

Wednesday, January 22, 2020 at 4:00 p.m.

AGENDA

1. Call to Order
2. Roll Call
3. Reorganizational Items
 - a. Election of Chairman
 - b. Election of Vice-Chairman
 - c. Appointment of Attorney
 - d. Appointment of Engineer
 - e. Set Monthly Meeting Date/Time
4. Approval of Previous Minutes – December 18, 2019
5. Approval of Vouchers
6. Financial Report
7. Communications
8. Old Business
9. Additional Reports
 - a. Chief Operator Report
 1. 2019 NYSDEC Annual Compliance Inspection
 - b. Administrative Director Report
 1. 2020 District I/I Policies and Procedures
 2. 2020 Guidelines for Procurement of Goods and Services
 3. Crown Castle Cell Tower Correspondence
 4. New Maintenance Position Posting
 5. Transit Road Emergency Lining Project Update
 6. Proposal Request for Pretreatment and Enforcement Response, and Fees/Surcharges Review
 - c. Engineer's Report
 - d. Attorney's Report
10. New Business
11. Adjournment