

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

**Wednesday, January 22, 2025 at 4:00 p.m.**

**AGENDA**

1. Call to Order
2. Roll Call
3. Pledge
4. Approval of Previous Minutes – December 18, 2024
5. Approval of Vouchers
6. Financial Report
7. Communications
  - a. 2025 Meeting Dates
8. Old Business
9. Additional Reports
  - a. Chief Operator Report
  - b. Administrative Director Report
    1. 2025 District I/I Policies and Procedures
    2. 2025 Guidelines for Procurement of Goods and Services
    3. Maintenance Person II Position – Permission to Fill
  - c. Engineer's Report
  - d. Attorney's Report
10. New Business
11. Adjournment