



Rensselaer County Water and Sewer Authority

1600 Seventh Avenue, Troy, New York 12180

(518) 270-2914; fax (518) 270-2981

Minutes

2023 Organizational Meeting

January 19, 2023 11 AM

Rensselaer County IDA Conference Room

Attendees: Robert Pasinella, Chairman; John Mooney, Vice Chairman; Kenneth Harting, Treasurer (by phone); Linda von der Heide, CEO; Donna Murray, Secretary; William Film, CFO; Philip Dixon, Esq., Attorney.

The meeting opened at 11:03 a.m.

The first item on the agenda was the Election of Officers. Mr. Mooney offered the motion and Mr. Harting seconded the resolution electing officers for 2023. The motion was passed unanimously.

The second item was the Governance Committee. Mr. Pasinella offered the motion and Mr. Mooney seconded the resolution appointing the Governance Committee. The motion passed unanimously.

The third item was the Audit Committee. Mr. Pasinella offered the motion and Mr. Harting seconded the resolution appointing the Audit Committee. The motion passed unanimously.

The fourth item on the agenda was the Finance Committee. Mr. Pasinella offered the motion and Mr. Mooney seconded the resolution appointing the Finance Committee. The motion was passed unanimously.

The fifth item on the agenda was the Continuation of Authority Attorney. Mr. Pasinella offered the motion and Mr. Mooney seconded the resolution retaining Mr. Philip Dixon, Esq. as Authority Attorney. The motion passed unanimously.

The sixth item on the agenda was the Continuation of Auditor. Mr. Mooney offered the motion and Mr. Harting seconded the resolution retaining Wojeski & Company, CPAs, P.C. to perform the annual audit for 2022 for a fee not to exceed \$5,500 plus an amount not to exceed \$100 for out-of-pocket expenses. The motion was passed unanimously.

The seventh item on the agenda was the Meeting Schedule. Mr. Harting offered the motion and Mr. Pasinella seconded the resolution setting the second Thursday at 11:00 a.m. in the

offices of the Rensselaer County Economic Development and Planning Office, 333 Broadway, Troy, New York. The motion passed unanimously.

The eighth item on the agenda was the Approval of Payments. Mr. Mooney offered the motion and Mr. Pasinella seconded the motion to pay the Law Office of Philip Dixon \$630.00 for services rendered in October and November 2022. The motion passed unanimously.

The ninth item on the agenda was Other Business. Ms. Murray discussed the need for Quickbooks, which has been recommended yearly in audits and approved in prior years. The software is now cloud based and does not require installation on a county computer. Additionally, Quickbooks will withdraw funds directly from the Authority's account. Presently, Quickbooks is charging \$15.00 per month, although the standard cost is \$30.00. There was no information on whether that would be for a year or a month, so a motion was made by Mr. Mooney and seconded by Mr. Harting to purchase Quickbooks for an amount not to exceed \$360.00. The motion passed unanimously.

Ms. Murray then provided a synopsis of 2022 cash transactions of the Authority.

Mr. Mooney made a motion to adjourn and Mr. Pasinella seconded at 11:20 a.m.