

DEER CREEK DRAINAGE BASIN AUTHORITY

Reorganization Meeting

January 15, 2024

A G E N D A

I. Call Meeting to Order and Roll Call

II. Flag Salute

III. Appointment of Officers

A. Chairperson

1. Name _____

2. Name _____

Motion to Close Nominations

Motion to Elect

B. Vice-Chairperson Position is Open to Nominations

1. Name _____

2. Name _____

Motion to Close Nominations

Motion to Elect

C. Secretary/Treasurer Position is Open to Nominations

1. Name _____

2. Name _____

Motion to Close Nominations

Motion to Elect

D. Assistant Secretary/Treasurer Position is Open to Nominations

1. Name _____

2. Name _____

Motion to Close Nominations

Motion to Elect

IV. Professional Staff Appointments

- A. Solicitor_____
- B. Consulting Engineer_____
- C. Manager_____
- D. Accountant_____
- E. Depositor of Operating Account_____
- F. Auditor_____

V. Resolution Setting Time and Day of Workshop and Regular Monthly Meetings

By Resolution of the Deer Creek Drainage Basin Authority, with a full quorum present at the Reorganization Meeting of January 15, 2024, the Regular Meeting will be held the _____ Monday of each month at _____ p.m. at the Authority office located at 945 Little Deer Creek Valley Road, Russellton, Pennsylvania, with the exception of the December 2024 Regular Meeting, which will be held on Tuesday, December 17, 2024 at 6:30 p.m. If the Board finds an additional meeting is necessary, the Supplemental Meeting will be held at _____ p.m. on the following _____.

Motion:_____ 2nd:_____

VI. Motion to Adjourn Reorganization

Motion:_____ 2nd:_____

DEER CREEK DRAINAGE BASIN AUTHORITY

Regular Meeting

January 15, 2024

7:00 p.m. at the Authority Office and via Zoom

- I. Call Meeting to Order**
- II. Flag Salute**
- III. Reading and Approval of Minutes**
 - A. *Motion to Approve* – Minutes of the Regular Meeting of December 19, 2023
- IV. Accountant's Report**
- V. Treasurer's Report**
 - A. *Motion to Approve* - Treasurer's Report and Checkbook Summary (paid bills for the month of December)
- VI. Solicitor's Report**
 - A. Executive Session - Update on DCDBA Richland Tap Sharing Allocation
- VII. Engineer's Report**
 - A. Project Updates
- VIII. Manager's Report**
 - A. Administration
 - i. Statement of Financial Interest
 - ii. Update Contact Information
 - B. Operations
 - i. Muffin Monster
 - ii. Garage Man Door
 - iii. Hartwood Pump #2 Re-Build
 - iv. Winter Maintenance
- IX. Chairperson's Report**
- X. Old Business**
- XI. New Business**
- XII. Open Meeting to Public**
- XIII. Supplemental Meeting?**
 - A. Motion To Hold/Cancel
- XIV. Adjournment**
 - A. Motion to Adjourn