

Department Report – Village Office
January 16,2024 Board Meeting

- Filed quarterly payroll tax
- Billed November septage 14,000
- Working on getting QuickBooks quotes for upgrade to renew
- Will be attending a few webinars on AFR recovery and Fiscal oversight from OSC this month
- Met with Cyndi to go over Budget lines and show her our system
- Starting to work on budget lines
- Submitted all paperwork for renewal of health insurance
- Closed out the security deposits and have refunded all deposits back to customers accounts to comply with PSC regulations and guidelines
- Budget modifications
 - FROM G8120.1 Sanitary payroll- TO G8110.4 administration Contractual-\$5000.00
 - FROM G8120.2 Sanitary Contractual-TO G8120.4-G8120.4 Sanitary Equipment-\$100.00
 - FROM F8340.4 Trans & Distrib Contrac-TO F8340.2 Trans & Distrib Equipment-\$150.00
 - FROM A5142.4 Sidewalks Contrac- TO A5110.2 Street Maint Equipment-\$200.00
 - FROM A889. Reserved Fund Balance-TO A1620.4 Building Contrac-\$ 500.00
 - FROM A889. Reserved Fund Balance-TO A1650.4 Central Storeroom Contrac-\$ 7900.00

Hope Bayes
Clerk Treasurer