

Clerk Treasurer Report

January 2026

Clerk-Treasurer

- Spectrum services have been installed and waiting for the phones to port. Hope to finish by end of January or early February.
- Still working on updating website-slowly being transformed and more user friendly. Next step will be updating pictures
- Approved for the .gov domain-waiting on Preville to finish the process. This will change all emails and the website.
- Village of Richmondville FB page. Waiting for all .gov to be changed (from Preville) to be able to call gov. entity
- Records Management-Records have been sorted. Next step is documenting boxes to be destroyed. Then calling shredding companies. We have approx. 50 boxes that can be destroyed.
- Bank/QB Reconciliations/Tax collections/Payroll/NYSLYRS Report/Collections-Credit Cards/Accounts Payable/Training Deputy Clerk-Procedures-vouchers/abstracts/checks

Deputy Clerk Treasurer-

- Electric and Water Billing
- Sent 4 people for electric billing to online collections-delinquency
- Billing pole line attachment rentals/pilot program
- A/R Reconcile Water /Sewer and Electric
- Billed Dec. Septage
- PSC rate case-awaiting review BST to submit to PSC per Keirstin on 1/12/26.
- Starting the new year, we have 5 DPA's and 46 Budget plans

Jenifer Fisher

Clerk Treasurer