

Department Report – Village Office  
October 16, 2023 Board Meeting

- Submitted Quarterly payroll tax, CES data performance, fire safety insurance
- Attended MUEA conference.
- Lynda from Bst came out for a day and we went over more reports in QuickBooks with how to change some reports to read more clearly
- Still gathering information for BST for this year's PSC report and then the AUD report.
- Septage for Sept is 14,000
- Had a zoom meeting with Kiersten from BST and Aliha about security deposit and how they hit the A/R side we came up with a process to be completed monthly for correct entries.
- The SCOVA dinner for October 25, 2023, will be at the old tater barn
- Would Like board approval for a budget modification.
  - A7310.1 Lifeguard Payroll \$375.00 to cover A7140.1 play & rec
  - A1420.4 law contractual \$500.00 to cover A1410.4 Dep Clerk Contractual
  - A1460.1 Records Payroll \$500.00 to cover A1325.4 Clerk Contractual

Hope Bayes  
Clerk Treasurer