

Department Report – Village Office
August 19, 2024 Board Meeting

- Billed July septage 16,000 gallons
- Made new spreadsheets for the deputy and electric clerk to help reduce errors there is now a checklist for payroll, bills to be paid and Disconnect list
- Receipting taxes in
- 65 pink slips for July 23 pink tags with 2 disconnects and they were paid
- Online collection Company we sent 3 new accounts over in the amount \$ 1224.16 total collected is \$295.36
- Compiling reports for duties to give to mayor
- Attended a zoom with Kiersten from BST to start the year end process and sat with Lynda from BST
- Bank, A/R water & sewer, schedule cleaning and reconciliations for July are completed.
- Working on yearend reports and boxing of last fiscal year
- Total taxes collected as of 8/1/24 \$214,299.33
- Had a zoom with Amanda from MVEDD to go over grants
- Applied for the new email with Scott Haverly and NY.Gov, Just waiting for Scott to let me know when this becomes available for us to switch over.

Hope Bayes
Clerk Treasurer