

# Clerk-Treasurer's Report

February 18, 2015

Vouchers:	87	#	Amount \$172,910.89
General Fund	48		\$126,843.21
Water Utility	25		33,769.05
Wastewater Utility	14		12,298.63

Clerk-Treasurer Monticue requests a part time replacement for the vacant position of Administrative Coordinator. In lieu of an Administrative Coordinator, Clerk-Treasurer Monticue requests a part time Deputy Clerk who would work on an as-needed hourly basis.

Clerk-Treasurer Monticue requests permission to attend the annual ILMCT Institute and Academy in Muncie the week of March 2-5. The office would be closed if a part time replacement is not found prior to those dates. The Town Car would be used and the cost of the Institute is included in the Vouchers.

A letter was sent to Utility Services discontinuing the maintenance contract on the 125,000 gallon water tower effective May 31<sup>st</sup>, 2015.

Wolf Excavating submitted an invoice to NC2, LLC. The Town received a copy of this invoice and paid the \$50,000 per the CEDIT agreement with the Huntington County Commissioners. The next \$25,000 of the invoice was submitted to the Huntington County Neighborhood Development Corporation as per the agreement. The cost of the \$50,000 is included in the vouchers.

The following annual reports have been submitted for 2015: W-2, W-3, 100R, 1099, 1096, Clerk-Treasurer Annual Report (CTAR), URT-1, Debt Report, WH-3, and Video Franchise Fee Report.

Clerk-Treasurer Monticue has coordinated a meeting with the Markle Redevelopment Commission to meet between on February 25<sup>th</sup>, 2015, in order to address its Annual Report. This report will be distributed among Council prior to March 1st.

The Markle Code of Ordinances update has been received and has been distributed to the Council for review. Ordinance 2015-2 has been submitted at this Meeting for its first review and will be on Old Business at the March Meeting.

The following write off is requested:

- Seth Tracy, formerly of 235 E. Wilt St., in the amount of \$100.93 due to a bankruptcy filing on April 20, 2014.
- Garl McHenry, 275 N. Miller St., in the amount of \$36.44 due to being billed when service was disconnected.

Respectfully submitted,  
Shelley Monticue, Clerk-Treasurer