

## Clerk-Treasurer's Report

August 17, 2016

General Fund	67	\$ 71,813.18
Water	18	28,846.73
Wastewater	20	21,360.51
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Total	105	\$122,020.42

I met with the Department of Local Government Finance on August 3, 2016 in Bluffton. They were very helpful and supplied the income figures that I was unable to obtain.

Cheryl and I attended Keystone Software Advanced Bill Class on August 9, 2016 in Daleville. I attended the Keystone Software Advanced Fund Class on August 10, 2016 and the Keystone Software Advanced Payroll Class on August 11, 2016. The classes were very informative.

We had a water adjustment for \$39.44 for an overpayment from Don and Heidi Rowe.

The iAB Financial Bank has increased our interest on the Town's checking accounts from 0.15% to 0.3%.

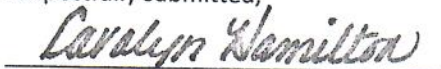
Rick Asher and I have had the discussion to allocate \$5,000 a month into the Water Depreciation Account to prepare for future water tower paintings and repairs. Mark Hamilton prepared some tables to show what the amounts would be. I appreciate both of their help with this. I have not found where there is anything like this set up. Would Council want a resolution to state this should be done monthly, or is it okay if I just set it up?

Going forward any changes to agenda must be received by Monday noon before Council Meeting date, otherwise it will be addressed under Town Correspondence.

The Town has a Webinar on Internal Controls Procedure. Each employee and Council member should watch it and then sign an affidavit that they watched the Webinar. The State is very insistent that we have a procedure in place. Kristi Bone, Clerk-Treasurer of Lagro will be checking our Petty Cash and Bank Statements at the end of every month to insure that there are no improprieties. She will also review the money spent as she does the Bank Statements. For this she will receive \$25 an hour. It will take less than four hours per month.

Richard Asher will receive the John Hurty Award for 40 years of service, Scott Spahr will receive the John Hurty Award for 30 years of service, and Stephen Jeffers will receive the John Hurty Award for 25 years of service on September 15, 2016 at the Northeast District Fall Meeting from the American Water Works Association.

Respectfully submitted,



Carolyn Hamilton, Clerk-Treasurer