

Treasurer's Report-Board Meeting-December 11, 2023

1. Beginning Balance: \$929,120.05
 - a. Receipts: \$2,133,824.28
 - b. Disbursements: \$1,002,047.53
 - c. Ending Balance Parks checking: \$336.48
 - d. Ending Balance General Fund: \$2,060,583.40
 - e. There is a difference of \$23.08 due to a problem with the spreadsheet from Paper PlanIT not calculating Jill Allord's pay last month. The amount of payroll deducted from Bremer was correct, just the amount originally reported to us was incorrect.
2. The unemployment claim for Sharon Chisholm is still pending. We also received notice of Eddie Binda filing for unemployment and have also filed a Raise an Issue about that. He is a volunteer firefighter, so we shouldn't have to pay any unemployment for him.
3. I attended the MAT meeting in St. Cloud. The cybersecurity speaker was very interesting said that this will become more and more of an issue as time goes on.
 - a. The CTAS presentation went over the year end process and the reporting that is required by the state. That reporting helps to determine the township aid that is distributed by the State.
 - b. Also, CTAS will be testing the ESST during the week of October 18th. I will be participating in the testing. They need to get this pushed out to all of the payroll users as soon as possible. I did talk with Mark from CTAS during the vendor exhibition and he said that once they get the ESST done, they will start working on the other parts of CTAS to do an upgrade to the program.
 - c. The MAT lawyer gave a presentation on Employee Safe and Sick Time and while parts of it did make sense, she was unable to give a response regarding firefighters and suggested that we talk to our town attorney. Many people left that seminar confused.
4. Paper PlanIT sent me the information on who currently qualifies, excluding firefighters and the board, for ESST. There are 5 people, Carl Anderson, Sharon Chisholm, Jim Roach, Merle Roberts and John South.
5. Along with that, I also received a form from Paper PlanIT to let them know which option we are choosing so they can get this set up in Quickbooks for payroll in January.
6. I also received from Paper PlanIT an employee list. I will need to receive the missing birthdates and correct addresses for everyone listed. Paper PlanIT is hearing that there are issues processing W2s if there are no or incorrect birthdates. I will need to have this information as soon as possible, or by next Monday, the 18th, so they can get our employee files updated.