Administrative Report 04/07/2023

Hello All,

Caselle is offering a training class, See board packet for details. The training is free but the district will need to pay for the travel and lodging expenses.

Caselle billing problem

Loan Payment made

Audit adjustments done

Audit W2 Correction suggested by Mike Dixon

Elan Card active

We have been working on changing log in credentials and passwords for several different web portals.

Pera problems solved

GMS has submitted the PER and PNA to the state, we are expecting around a 3 month wait time. Jim A might touch on this later in the meeting. Jim Alt might have a more recent update but on March 23rd, 2023 Trevis Smith said he will provide a copy of the PER by the next board meeting. I’m not sure if he realizes we changed our April meeting date.

The 2023 election has been cancelled. There will be a vacancy on the BOD after the election on May 2nd. The board will then need to appoint an interested party within 60days otherwise the County will appoint an eligible elector for this position.

The annual audit will begin on 4/10/2023. We emailed Mike Dixon to ask if there was a checklist to review to make sure we’re prepared. We haven’t heard back. I will trust that Shaylee Andreatta has compiled the documents properly.

We have been working on changing log in credentials and passwords for several different web portals.

Julia is working with Ben at CEBT to remove Shaylee, add herself and then Ben offered training to Julia so she knows what is expected from CEBT

Working on learning Quickbooks, added Julia as an employee

Effluent Temp Struggles

Need for part time help

* Paymentus rate increase 15%