

Summary of Bills for 10/27/2021

Vendor	Description	Amount
Pending approval		
AT & T	Cell service for survey equip	\$78.69
City of Canandaigua	September fuel costs	\$431.61
First Bankcard	Credit card - statement 10/8/21	\$496.77
Toshiba Business Solutions	Rental 9/15-10/14 10/15-11/14 Usage 8/15-9/14 9/15-10/14	\$329.65
NYACD	Annual meeting registration	\$519.00
Monroe Co SWCD	Genesee River Watershed Coalition insurance	\$50.00
Canandaigua Quick Print	Vouchers	\$75.00
HLWTF		
Benefactor Funding Corp	Lake water testing	\$795.00
WI		
City of Canandaigua	September fuel costs	\$92.04
Uptown Tire & Auto	Brakes for Nissan	\$794.00
Canandaigua Quick Print	WI Invoices	\$115.00
Post Audit/Pre Approved		
The Hartford	Disability Ins	\$35.28
Excellus BC/BS	Employee Medical /Dental	\$4,278.84
Verizon	Employee cell phones	\$218.96
Debra Swanger/Deerfield Farm	GLRI grant final payout	\$10,625.00
JB Excavating	FLOWPA work at Fishers Park	\$14,900.00
Selective Insurance	Additional insurance for drone	\$98.00
	Total	\$33,932.84
	PR #20, #21, #22	\$44,276.90
	Total	\$78,209.74

Ontario County SWCD
Abstract #10, 2021

September 16, 2021-October 27, 2021

Type	Date	Num	Name	Memo	Class	Amount
Expense						
8730.1 Personal Services						
.12 · Sec/Treasurer-Diana Thorn						
General Journal	09/24/2021	JE # 2279		PR #20 Part C	OCSWCD:...	1,616.89
General Journal	10/08/2021	JE # 2288		PR #21	OCSWCD:T...	1,616.89
General Journal	10/22/2021	JE # 2292		PR #22 part C	OCSWCD:...	1,616.89
Total .12 · Sec/Treasurer-Diana Thorn						4,850.67
.13 · District Manager-Megan Webster						
General Journal	09/24/2021	JE # 2279		PR #20	OCSWCD:...	2,374.07
General Journal	10/08/2021	JE # 2288		PR #21 Part C	OCSWCD:...	2,374.07
General Journal	10/22/2021	JE # 2292		PR # 22	OCSWCD:...	2,374.07
Total .13 · District Manager-Megan Webster						7,122.21
.14 · Cons Dist Tech-Tad Gerace						
General Journal	09/24/2021	JE # 2279		PR #20	OCSWCD:...	1,890.48
General Journal	10/08/2021	JE # 2288		PR #21	OCSWCD:...	1,890.48
General Journal	10/22/2021	JE # 2292		PR # 22	OCSWCD:...	1,890.48
Total .14 · Cons Dist Tech-Tad Gerace						5,671.44
.140 · Sr. Dist. Tech - T Kautz						
General Journal	09/24/2021	JE # 2279		PR #20	OCSWCD:...	2,002.23
General Journal	10/08/2021	JE # 2288		PR #21	OCSWCD:...	2,002.23
General Journal	10/22/2021	JE # 2292		PR # 22	OCSWCD:...	2,002.23
Total .140 · Sr. Dist. Tech - T Kautz						6,006.69
.142 · Watershed Insp-Tyler Ohle						
General Journal	09/24/2021	JE # 2279		PR #20	WI BUDGE...	1,777.78
General Journal	10/08/2021	JE # 2288		PR #21	WI BUDGE...	1,777.78
General Journal	10/22/2021	JE # 2292		PR # 22	WI BUDGE...	1,777.78
Total .142 · Watershed Insp-Tyler Ohle						5,333.34
.143 · Water Res. Tech-Katie Lafler						
General Journal	09/24/2021	JE # 2279		PR #20 Part C	OCSWCD:...	1,616.89
General Journal	10/08/2021	JE # 2288		PR #21 Part C	OCSWCD:...	1,616.89
General Journal	10/22/2021	JE # 2292		PR # 22 part C	OCSWCD:...	1,616.89
Total .143 · Water Res. Tech-Katie Lafler						4,850.67
.15 · Conserv Educator-Alaina Robarge						
General Journal	09/24/2021	JE # 2279		PR #20	OCSWCD:...	1,655.43
General Journal	10/08/2021	JE # 2288		PR #21	OCSWCD:...	1,655.43
General Journal	10/22/2021	JE # 2292		PR # 22	OCSWCD:...	1,655.43
Total .15 · Conserv Educator-Alaina Robarge						4,966.29
.15A · WI Secretary-Jamie Noga						
General Journal	09/24/2021	JE # 2279		PR #20	WI BUDGE...	700.00
General Journal	10/08/2021	JE # 2288		PR #21	WI BUDGE...	700.00
General Journal	10/22/2021	JE # 2292		PR # 22	WI BUDGE...	700.00
Total .15A · WI Secretary-Jamie Noga						2,100.00
Total 8730.1 Personal Services						40,901.31
8730.4 · Contractual						
.401 · Other Contractual						
Grant Expenses						
FOLLOWPA grant						
Bill	09/30/2021	0976	JB's Excavation Service...	Inv #2029 - Irondequoit Cree...	OCSWCD:F...	14,900.00
Total FOLLOWPA grant						14,900.00
GLRI Grant						
Bill	09/17/2021	0970	Swanger, Debra	GLRI Final payment - fence ...	GRANTS:G...	10,625.00
Total GLRI Grant						10,625.00

**Ontario County SWCD
Abstract #10, 2021**

Oct 20, 21

September 16, 2021-October 27, 2021

Type	Date	Num	Name	Memo	Class	Amount
HLWTF Expense						
Bill	09/17/2021	0969	Benefactor Funding Corp.	Inv # 2113020, Client # 5054	GRANTS:H...	265.00
Bill	09/17/2021	0969	Benefactor Funding Corp.	Inv # 2114064	GRANTS:H...	265.00
Bill	09/17/2021	0969	Benefactor Funding Corp.	Inv 2115481	GRANTS:H...	265.00
Bill	10/12/2021	0982	First Bankcard	adobe in design monthly ch...	GRANTS:H...	33.85
Total HLWTF Expense						828.85
Total Grant Expenses						26,353.85
Total .401 · Other Contractual						26,353.85
.430 · Director's Travel						
Bill	09/30/2021	0977	NYACD, Inc.-Vendor	Annual mtg - Sam Casella	OCSWCD:...	519.00
Total .430 · Director's Travel						519.00
.431 · Employee Travel						
Bill	10/12/2021	0982	First Bankcard	Megan - Con Skills 2021	OCSWCD:...	190.26
Total .431 · Employee Travel						190.26
.442 · Phone						
Cellular Phone						
Bill	09/29/2021	0973	AT&T Mobility	Acc't #287281353660 Inv #...	OCSWCD:...	39.24
Bill	09/29/2021	0973	AT&T Mobility	Acc't #287281353660 Inv #...	OCSWCD:...	39.45
Bill	10/08/2021	0979	Verizon Wireless	Diana	OCSWCD:...	31.28
Bill	10/08/2021	0979	Verizon Wireless	Tucker	OCSWCD:...	31.28
Bill	10/08/2021	0979	Verizon Wireless	Alaina	OCSWCD:...	31.28
Bill	10/08/2021	0979	Verizon Wireless	Tad	OCSWCD:...	31.28
Bill	10/08/2021	0979	Verizon Wireless	Megan	OCSWCD:...	31.28
Bill	10/08/2021	0979	Verizon Wireless	Katie	OCSWCD:...	31.28
Bill	10/08/2021	0979	Verizon Wireless	Tyler	WI BUDGE...	31.28
Total Cellular Phone						297.65
Total .442 · Phone						297.65
.443 · Office Supplies						
Copier Contract						
Bill	09/29/2021	0974	Toshiba Business Solut...	Cust #TOBAE9G Inv#56100...	OCSWCD:...	181.52
Bill	09/29/2021	0974	Toshiba Business Solut...	Cust #TOBAE9G Inv#56297...	OCSWCD:...	148.13
Total Copier Contract						329.65
Office Supplies						
Bill	10/12/2021	0982	First Bankcard	Various supplies for office	OCSWCD:...	218.55
Bill	10/22/2021	0983	Canandaigua Quick Print	Inv #39266 & 39304 WI invo...	OCSWCD:...	75.00
Bill	10/22/2021	0983	Canandaigua Quick Print	WI Invoices	WI BUDGE...	115.00
Total Office Supplies						408.55
Payroll Processing						
General Journal	09/24/2021	JE # 2282		PR #20	OCSWCD:...	59.75
General Journal	10/08/2021	JE # 2290		PR #21	OCSWCD:...	59.75
General Journal	10/22/2021	JE # 2295		PR # 22	OCSWCD:...	59.75
Total Payroll Processing						179.25
Total .443 · Office Supplies						917.45
.444A · Info & Educ.						
Conservation Field Days						
Bill	10/12/2021	0982	First Bankcard	Acct # 4988656226469762 ...	OCSWCD:...	36.12
Total Conservation Field Days						36.12
Total .444A · Info & Educ.						36.12
.451 · Auto and Field Insurance						
Bill	10/08/2021	0980	Selective Insurance Co...	auto & field Premium increa...	OCSWCD:I...	0.00

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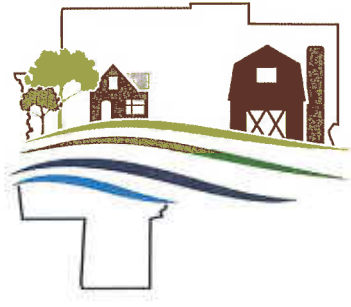
Type	Date	Num	Name	Memo	Class	Amount
Total .451 · Auto and Field Insurance						0.00
.452 · Liability Insurance						
Bill	10/08/2021	0980	Selective Insurance Co...	liability	OCSWCD:I...	98.00
Bill	10/08/2021	0980	Selective Insurance Co...	Commercial Property \$209...	OCSWCD:I...	0.00
Total .452 · Liability Insurance						98.00
.453 · Inland Marine Insurance						
Bill	10/08/2021	0980	Selective Insurance Co...	Inland Marine	OCSWCD:I...	0.00
Bill	10/08/2021	0981	Monroe County SWCD	Inv # 01182181 OCSWCD s...	OCSWCD:I...	50.00
Total .453 · Inland Marine Insurance						50.00
.454 · Professional Liability insuranc						
Bill	10/08/2021	0980	Selective Insurance Co...	professional liability	OCSWCD:I...	0.00
Total .454 · Professional Liability insuranc						0.00
.455 · Surety Bond						
Bill	10/08/2021	0980	Selective Insurance Co...	surety bond	OCSWCD:I...	0.00
Total .455 · Surety Bond						0.00
.460 · Misc.						
Postal Meter Rental						
Bill	10/12/2021	0982	First Bankcard	Postage meter rental Stamp...	OCSWCD:...	17.99
Total Postal Meter Rental						17.99
Total .460 · Misc.						17.99
.461 · Repairs-Vehicles & Field						
Bill	09/29/2021	0975	Uptown Tire and Auto	Brakes	OCSWCD:...	794.00
Total .461 · Repairs-Vehicles & Field						794.00
.463 · Gas & Oil						
Bill	10/04/2021	0978	City of Canandaigua-Ve...	SW1 fuel	OCSWCD:...	91.06
Bill	10/04/2021	0978	City of Canandaigua-Ve...	SW2 fuel	OCSWCD:...	143.52
Bill	10/04/2021	0978	City of Canandaigua-Ve...	SW3 fuel	OCSWCD:...	64.46
Bill	10/04/2021	0978	City of Canandaigua-Ve...	SW4 fuel	OCSWCD:...	126.01
Bill	10/04/2021	0978	City of Canandaigua-Ve...	SW5 fuel	WI BUDGE...	92.04
Bill	10/04/2021	0978	City of Canandaigua-Ve...	Admin Fee	OCSWCD:...	6.56
Total .463 · Gas & Oil						523.65
Total 8730.4 · Contractual						29,797.97
8730.8 · Employee Benefits						
Dental Insurance/District						
Bill	09/29/2021	0972	Excellus Blue Cross Blu...	TG dental ins	OCSWCD:...	36.24
Bill	09/29/2021	0972	Excellus Blue Cross Blu...	TO dental ins	WI BUDGE...	25.08
Bill	09/29/2021	0972	Excellus Blue Cross Blu...	Dental insurance - District	OCSWCD:...	148.49
Bill	09/29/2021	0972	Excellus Blue Cross Blu...	KL dental ins	OCSWCD:...	12.54
Bill	09/29/2021	0972	Excellus Blue Cross Blu...	MW dental ins	OCSWCD:...	37.89
Total Dental Insurance/District						260.24
Disability Insurance						
Bill	09/29/2021	0971	The Hartford	2021-AR,KL,TK,MW, DT	OCSWCD:...	24.67
Bill	09/29/2021	0971	The Hartford	2021-TO	WI BUDGE...	4.31
Bill	09/29/2021	0971	The Hartford	2021-TG	OCSWCD:...	6.30
Total Disability Insurance						35.28
Medical Insurance/District						
General Journal	09/24/2021	JE # 2279		PR #20	OCSWCD:...	55.00
General Journal	09/24/2021	JE # 2279		PR #20	OCSWCD:...	55.00
Bill	09/29/2021	0972	Excellus Blue Cross Blu...	Medical insurance - District	OCSWCD:...	2,253.55
Bill	09/29/2021	0972	Excellus Blue Cross Blu...	TG medical ins	OCSWCD:...	518.26
Bill	09/29/2021	0972	Excellus Blue Cross Blu...	TO medical ins	WI BUDGE...	366.20
Bill	09/29/2021	0972	Excellus Blue Cross Blu...	KL medical ins	OCSWCD:...	521.82

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Type	Date	Num	Name	Memo	Class	Amount
Bill	09/29/2021	0972	Excellus Blue Cross Blu...	MW medical ins	OCSWCD:...	358.77
General Journal	10/08/2021	JE # 2288		PR #21	OCSWCD:...	55.00
General Journal	10/08/2021	JE # 2288		PR #21	OCSWCD:...	55.00
General Journal	10/22/2021	JE # 2292		PR # 22	OCSWCD:...	55.00
General Journal	10/22/2021	JE # 2292		PR # 22	OCSWCD:...	55.00
Total Medical Insurance/District						4,348.60
Paid Family Leave						
General Journal	09/30/2021	JE # 2284		September 2021 close out	OCSWCD:...	-19.20
General Journal	09/30/2021	JE # 2284		September 2021 close out	OCSWCD:...	-140.44
Total Paid Family Leave						-159.64
Re-employment Tax						
General Journal	09/24/2021	JE # 2280		PR #20	WI BUDGE...	0.00
General Journal	09/24/2021	JE # 2280		PR #20	OCSWCD:...	0.00
General Journal	10/08/2021	JE # 2289		PR #21	WI BUDGE...	0.00
General Journal	10/08/2021	JE # 2289		PR #21	OCSWCD:...	0.00
General Journal	10/22/2021	JE # 2293		PR # 22	WI BUDGE...	0.00
General Journal	10/22/2021	JE # 2293		PR # 22	OCSWCD:...	0.00
Total Re-employment Tax						0.00
SS & Medi Tax/Company						
General Journal	09/24/2021	JE # 2280		PR #20 TG	OCSWCD:...	144.62
General Journal	09/24/2021	JE # 2280		PR #20 WI	WI BUDGE...	184.56
General Journal	09/24/2021	JE # 2280		PR #20 District	OCSWCD:...	459.73
General Journal	09/24/2021	JE # 2280		PR #20 DT Part C	OCSWCD:...	109.69
General Journal	09/24/2021	JE # 2280		PR #20 KL Part C	OCSWCD:...	110.06
General Journal	10/08/2021	JE # 2289		PR #21 TG	OCSWCD:...	144.62
General Journal	10/08/2021	JE # 2289		PR #21 WI	WI BUDGE...	184.56
General Journal	10/08/2021	JE # 2289		PR #21 District	OCSWCD:...	397.92
General Journal	10/08/2021	JE # 2289		PR #21 KL Part C	OCSWCD:...	110.06
General Journal	10/08/2021	JE # 2289		PR #21 MW Part C	OCSWCD:...	171.50
General Journal	10/22/2021	JE # 2293		PR # 22 TG Part C	OCSWCD:...	144.62
General Journal	10/22/2021	JE # 2293		PR # 22 WI	WI BUDGE...	184.56
General Journal	10/22/2021	JE # 2293		PR # 22 District	OCSWCD:...	459.73
General Journal	10/22/2021	JE # 2293		PR # 22 KL Part C		110.06
General Journal	10/22/2021	JE # 2293		PR # 22 DT Part C		109.69
Total SS & Medi Tax/Company						3,025.98
Unemployment Company						
General Journal	09/24/2021	JE # 2280		PR #20	WI BUDGE...	0.00
General Journal	09/24/2021	JE # 2280		PR #20	OCSWCD:...	0.00
General Journal	10/08/2021	JE # 2289		PR #21	WI BUDGE...	0.00
General Journal	10/08/2021	JE # 2289		PR #21	OCSWCD:...	0.00
General Journal	10/22/2021	JE # 2293		PR # 22	WI BUDGE...	0.00
General Journal	10/22/2021	JE # 2293		PR # 22	OCSWCD:...	0.00
Total Unemployment Company						0.00
Total 8730.8 Employee Benefits						7,510.46
Total Expense						78,209.74
Net Income						-78,209.74



ONTARIO COUNTY

SOIL & WATER CONSERVATION DISTRICT
www.ontswcd.com

Treasurer's Report District Board Meeting October 27, 2021

Megan has reviewed and signed off on Payrolls #20, #21, and #22 as well as the September bank statements. All bank accounts are reconciled and the QuickBooks reconciliation reports are available for your review.

Financial Information:

- Financial statements for September 2021 were included in the Board packet (*need approval*)
- For the month of September, the District Checking account had the following activity:
 - Starting Bank Balance: \$ 39,847.46
 - Deposits of: \$ 130,649.58
 - Expenditures of: \$ 56,788.64
 - Ending Bank Balance: \$ 113,708.40

QuickBooks ending balance is \$92,860.40

There are four outstanding checks for a total of \$20,848.00

All other month end bank balances match the QuickBooks balances.

General Updates:

- I am working with the staff to finalize health and dental insurance coverage. The new health insurance policy starts December 1st, the new dental policy starts January 1st. There are significant increases in both premium costs and deductibles this year.
- I continue to work on organizing the sessions for the clerks that will be offered at the virtual Water Quality Symposium in March 2022.
- I am working with the payroll company and NYSLRS to switch to the new payroll time system.
- Before I left on vacation in late September, I created a succession document that details where important information is stored and describes how I do the most important functions of my job. This document will allow for continuity for District operations if I am ever unavailable or unable to report to work.