

## Summary of Bills for 12/15/2021

Vendor	Description	Amount
<b>Pending approval</b>		
AT&T Mobility	Survey Equipment	\$39.24
City of Canandaigua	November fuel costs	\$252.46
First Bankcard	Credit card - statement 12/9/21	
Toshiba Business Solutions	Rental 12/15-1/14 Usage 11/15-12/14	\$100.00
Chemung County SWCD	Katie's NYSE&SCCP renewal	\$371.36
4Imprint	Lanyards and Notepads	
<b>WI</b>		
City of Canandaigua	November fuel costs	\$75.86
<b>Post Audit/Pre Approved</b>		
The Hartford	Disability Ins	\$35.28
Excellus BC/BS	Employee Medical/Dental - December	\$4,351.13
Verizon	Employee cell phones	\$218.75
Abraham Screen Print Studio	Tyler's Logowear	\$25.00
		<i>Resolution #20210317-16</i>
<b>HLWTF</b>		
Minuteman Press	Toolkit Printing	\$556.81
		<i>Reimbursed by HLWTF</i>
	Total	\$6,025.89
	PR #24 & #25	\$29,465.21
	<b>Total</b>	<b>\$35,491.10</b>

Ontario County SWCD  
Abstract #12, 2021

November 18, 2021-December 15, 2021

Type	Date	Num	Name	Memo	Class	Amount
<b>Expense</b>						
<b>8730.1 Personal Services</b>						
<b>.12 · Sec/Treasurer-Diana Thorn</b>						
General Journal	11/19/2021	JE # 2310		PR #24 Part C	OCSWCD:...	1,616.89
General Journal	12/03/2021	JE # 2317		PR #25	OCSWCD:T...	1,616.89
Total .12 · Sec/Treasurer-Diana Thorn						3,233.78
<b>.13 · District Manager-Megan Webster</b>						
General Journal	11/19/2021	JE # 2310		PR #24	OCSWCD:...	2,374.07
General Journal	12/03/2021	JE # 2317		PR #25	OCSWCD:...	2,374.07
Total .13 · District Manager-Megan Webster						4,748.14
<b>.14 · Cons Dist Tech-Tad Gerace</b>						
General Journal	11/19/2021	JE # 2310		PR #24	OCSWCD:...	1,890.48
General Journal	12/03/2021	JE # 2317		PR #25	OCSWCD:...	1,890.48
Total .14 · Cons Dist Tech-Tad Gerace						3,780.96
<b>.140 · Sr. Dist. Tech - T Kautz</b>						
General Journal	11/19/2021	JE # 2310		PR #24	OCSWCD:...	2,002.23
General Journal	12/03/2021	JE # 2317		PR #25	OCSWCD:...	2,002.23
Total .140 · Sr. Dist. Tech - T Kautz						4,004.46
<b>.142 · Watershed Insp-Tyler Ohle</b>						
General Journal	11/19/2021	JE # 2310		PR #24	WI BUDGE...	1,777.78
General Journal	12/03/2021	JE # 2317		PR #25	WI BUDGE...	1,777.78
Total .142 · Watershed Insp-Tyler Ohle						3,555.56
<b>.143 · Water Res. Tech-Katie Lafler</b>						
General Journal	11/19/2021	JE # 2310		PR #24 Part C	OCSWCD:...	1,616.89
General Journal	12/03/2021	JE # 2317		PR #25 Part C	OCSWCD:...	1,616.89
Total .143 · Water Res. Tech-Katie Lafler						3,233.78
<b>.15 · Conserv Educator-Alaina Robarge</b>						
General Journal	11/19/2021	JE # 2310		PR #24	OCSWCD:...	1,655.43
General Journal	12/03/2021	JE # 2317		PR #25	OCSWCD:...	1,655.43
Total .15 · Conserv Educator-Alaina Robarge						3,310.86
<b>.15A · WI Secretary-Jamie Noga</b>						
General Journal	11/19/2021	JE # 2310		PR #24	WI BUDGE...	700.00
General Journal	12/03/2021	JE # 2317		PR #25	WI BUDGE...	700.00
Total .15A · WI Secretary-Jamie Noga						1,400.00
Total 8730.1 Personal Services						27,267.54
<b>8730.4 · Contractual</b>						
<b>.401 · Other Contractual</b>						
<b>Grant Expenses</b>						
<b>HLWTF Expense</b>						
Bill	11/18/2021	0999	Minuteman Press Roch...	Invoice #58725	GRANTS:H...	556.81
Total HLWTF Expense						556.81
Total Grant Expenses						556.81
Total .401 · Other Contractual						556.81
<b>.442 · Phone</b>						
<b>Cellular Phone</b>						
Bill	11/23/2021	1000	AT&T Mobility	Acc't #287281353660 Inv #...	OCSWCD:...	39.24
Bill	12/02/2021	1007	Verizon Wireless	Diana	OCSWCD:...	31.25
Bill	12/02/2021	1007	Verizon Wireless	Tucker	OCSWCD:...	31.25
Bill	12/02/2021	1007	Verizon Wireless	Alaina	OCSWCD:...	31.25
Bill	12/02/2021	1007	Verizon Wireless	Tad	OCSWCD:...	31.25
Bill	12/02/2021	1007	Verizon Wireless	Megan	OCSWCD:...	31.25
Bill	12/02/2021	1007	Verizon Wireless	Katie	OCSWCD:...	31.25

Ontario County SWCD  
Abstract #12, 2021

November 18, 2021-December 15, 2021

Type	Date	Num	Name	Memo	Class	Amount
Bill	12/02/2021	1007	Verizon Wireless	Tyler	WI BUDGE...	31.25
Total Cellular Phone						257.99
Total .442 · Phone						257.99
<b>.443 · Office Supplies</b>						
<b>Payroll Processing</b>						
General Journal	11/19/2021	JE # 2313		PR #24	OCSWCD:...	59.75
General Journal	12/03/2021	JE # 2320		PR #25	OCSWCD:...	59.75
Total Payroll Processing						119.50
Total .443 · Office Supplies						119.50
<b>.444A · Info &amp; Educ.</b>						
<b>District Promotional Material</b>						
Bill	12/02/2021	1006	4Imprint	Inv #22124504 Acct #2708...	OCSWCD:...	371.36
Total District Promotional Material						371.36
<b>Registrations &amp; Memberships</b>						
Bill	11/30/2021	1005	Chemung County SWC...	NYSE&SCCP renewal fee - ...	OCSWCD:...	100.00
Total Registrations & Memberships						100.00
Total .444A · Info & Educ.						471.36
<b>.460 · Misc.</b>						
<b>LOGO Clothing</b>						
Bill	12/03/2021	1003	Abraham Screen Print ...	Inv # 1002 1c FLC print	WI BUDGE...	25.00
Total LOGO Clothing						25.00
Total .460 · Misc.						25.00
<b>.463 · Gas &amp; Oil</b>						
Bill	11/30/2021	1004	City of Canandaigua-Ve...	SW1 fuel	OCSWCD:...	49.84
Bill	11/30/2021	1004	City of Canandaigua-Ve...	SW2 fuel - includes \$6.12 Di...	OCSWCD:...	41.47
Bill	11/30/2021	1004	City of Canandaigua-Ve...	SW3 fuel	OCSWCD:...	36.04
Bill	11/30/2021	1004	City of Canandaigua-Ve...	SW4 fuel	OCSWCD:...	121.46
Bill	11/30/2021	1004	City of Canandaigua-Ve...	SW5 fuel	WI BUDGE...	75.86
Bill	11/30/2021	1004	City of Canandaigua-Ve...	Admin Fee	OCSWCD:...	3.65
Total .463 · Gas & Oil						328.32
Total 8730.4 · Contractual						1,758.98
<b>8730.8 · Employee Benefits</b>						
<b>Dental Insurance/District</b>						
Bill	11/29/2021	1002	Excellus Blue Cross Blu...	TG dental ins	OCSWCD:...	36.24
Bill	11/29/2021	1002	Excellus Blue Cross Blu...	TO dental ins	WI BUDGE...	25.08
Bill	11/29/2021	1002	Excellus Blue Cross Blu...	Dental insurance - District	OCSWCD:...	198.92
Total Dental Insurance/District						260.24
<b>Disability Insurance</b>						
Bill	11/29/2021	1001	The Hartford	2021-AR,KL,TK,MW, DT	OCSWCD:...	24.67
Bill	11/29/2021	1001	The Hartford	2021-TO	WI BUDGE...	4.31
Bill	11/29/2021	1001	The Hartford	2021-TG	OCSWCD:...	6.30
Total Disability Insurance						35.28
<b>Medical Insurance/District</b>						
General Journal	11/19/2021	JE # 2310		PR #24	OCSWCD:...	55.00
General Journal	11/19/2021	JE # 2310		PR #24	OCSWCD:...	55.00
Bill	11/29/2021	1002	Excellus Blue Cross Blu...	Medical insurance - District	OCSWCD:...	3,170.81
Bill	11/29/2021	1002	Excellus Blue Cross Blu...	TG medical ins	OCSWCD:...	542.40
Bill	11/29/2021	1002	Excellus Blue Cross Blu...	TO medical ins	WI BUDGE...	377.68
General Journal	12/03/2021	JE # 2317		PR #25	OCSWCD:...	55.00
General Journal	12/03/2021	JE # 2317		PR #25	OCSWCD:...	55.00

Ontario County SWCD  
**Abstract #12, 2021**

November 18, 2021-December 15, 2021

Type	Date	Num	Name	Memo	Class	Amount
Total Medical Insurance/District						4,310.89
<b>Paid Family Leave</b>						
General Journal	11/30/2021	JE # 2315		November 2021 close out	OCSWCD:...	-19.20
General Journal	11/30/2021	JE # 2315		November 2021 close out	OCSWCD:...	-140.44
Total Paid Family Leave						-159.64
<b>Re-employment Tax</b>						
General Journal	11/19/2021	JE # 2311		PR #24	WI BUDGE...	0.00
General Journal	11/19/2021	JE # 2311		PR #24	OCSWCD:...	0.00
General Journal	12/03/2021	JE # 2318		PR #25	WI BUDGE...	0.00
General Journal	12/03/2021	JE # 2318		PR #25	OCSWCD:...	0.00
Total Re-employment Tax						0.00
<b>SS &amp; Medi Tax/Company</b>						
General Journal	11/19/2021	JE # 2311		PR #24 TG	OCSWCD:...	144.62
General Journal	11/19/2021	JE # 2311		PR #24 WI	WI BUDGE...	184.02
General Journal	11/19/2021	JE # 2311		PR #24 District	OCSWCD:...	458.50
General Journal	11/19/2021	JE # 2311		PR #24 KL part c	OCSWCD:...	108.51
General Journal	11/19/2021	JE # 2311		PR #24 DT part c	OCSWCD:...	107.94
General Journal	12/03/2021	JE # 2318		PR #25 TG Part C	OCSWCD:...	144.62
General Journal	12/03/2021	JE # 2318		PR #25 WI	WI BUDGE...	185.20
General Journal	12/03/2021	JE # 2318		PR #25 District	OCSWCD:...	572.14
General Journal	12/03/2021	JE # 2318		PR #25 KL Part C		112.26
Total SS & Medi Tax/Company						2,017.81
<b>Unemployment Company</b>						
General Journal	11/19/2021	JE # 2311		PR #24	WI BUDGE...	0.00
General Journal	11/19/2021	JE # 2311		PR #24	OCSWCD:...	0.00
General Journal	12/03/2021	JE # 2318		PR #25	WI BUDGE...	0.00
General Journal	12/03/2021	JE # 2318		PR #25	OCSWCD:...	0.00
Total Unemployment Company						0.00
Total 8730.8 · Employee Benefits						6,464.58
Total Expense						35,491.10
<b>Net Income</b>						<b>-35,491.10</b>



# ONTARIO COUNTY

SOIL & WATER CONSERVATION DISTRICT  
www.ontswcd.com

## Treasurer's Report District Board Meeting December 15, 2021

Megan has reviewed and signed off on Payrolls #24 and #25, as well as the November bank statements. All bank accounts are reconciled and the QuickBooks reconciliation reports are available for your review.

### Financial Information:

- Financial statements for November 2021 were included in the Board packet (*need approval*)
- For the month of November, the District Checking account had the following activity:
  - Starting Bank Balance: \$ 167,329.24
  - Deposits of: \$ 70,458.66
  - Expenditures of: \$ 149,668.44
  - Ending Bank Balance: \$ 88,119.46

QuickBooks ending balance is \$81,966.41.

There are 3 outstanding checks for a total of \$6,153.05.

All other month end bank balances match the QuickBooks balances.

### General Updates:

- Proposed budget amendments for the 2021 Operating Budget

Amount	From Budget Line	To Budget Line
\$20.00	Employee Travel	Director Travel
\$70.00	Office Supplies	Conservation Field Days
\$41.00	Liability Insurance	Inland Marine Insurance
\$780.00	Auto Insurance	Vehicle Repairs
1,000.00	Retirement - Employer Contribution	Employee Retention

- The updated DRAFT Proposed 2022 Operating Budget is included in the Board Packet for your review and final approval.