

CLERKS MEMO

- The Deputy Clerk/Treasurer job opening has been posted on the Village website, Indeed.com, locations within the Village, 20 newspapers in Jefferson and Walworth counties along with anyone who has online subscriptions, the League of WI Municipalities website, the Village sign, and the Clerklist.
- Jan Tax Settlement has been completed, you will see the payments on the Bill List to WCTC, PE School District, Jefferson County and Lower Spring Lake Management District.
- We are taking tax payments until Jan. 31st, after that payments need to go directly to the Jefferson County Treasurer
- Johnson Block auditors were here last week to start preliminary field work and will be returning in March
- The Workers Comp. auditor will be coming at the end of Jan. to review payroll for 2026 and payroll reports
- The Recreation Director job posting is on the Village website, locations within the Village, Indeed.com and the Village sign.
- Over 700 letters went out to water utility customers on Thurs. Jan. 15th in the mail notifying them of the Jan. 29th informational meeting at the Community Center. I have also made a flyer that will be posted hopefully Jan. 19th. Ehlers will be doing a power point presentation with some information supplied by MSA regarding the PFAS project, funding resources, etc. Ehlers will also explain the public fire protection piece. THANK YOU TO SCOTT HALBRUCKER AND ANGELA PETRUSKA FOR HELPING WITH THESE LETTERS!!
- Will continue working with the 2 ladies that were appointed as our court clerks to close out the Palmyra Municipal court effective in May and the transition to the Lake Country court system.
- Both election machines were taken to Jefferson County for maintenance, and we will be getting the new DS300 on Ja. 22nd that I will have to pick up.
- There is a financial report in your packets for all of the Investment accounts for the year 2025.