

Angie Mettie
Customer Service
Monthly Report
February 2022

Billing:

- Billing was completed for the month of February. We are getting several requests for automatic bill pay each month, with the reason being that it solves the problem of “forgetting” to pay.

Customer Service:

- We continue to get new residents / tenants each month. There were several questions about building fences and their height. There was one inquiry about placing an RV on an empty lot, but the use did not comply with the ordinance.

Newsletter:

- There have been 5 new subscribers and 2 unsubscribes in February. If you have meetings / events / information for the newsletter, please let me know.

Meetings & Minutes:

- I have attended all meetings and have prepared minutes for each. Many of the city’s minutes from the last 5 years were missing, and I have been working on locating them and adding them to the official books.

Leak Letters:

- Leak Letters were sent out. There were several properties with large water leaks. Several customers were concerned about high usage, stating they felt that they used no extra water. The newer meter heads are very helpful in determining the amount and time of the usage. Daniel is working to exchange all of the older meters for those with this newer technology.

Invoices:

- Invoices have been entered for February.

Dog Licenses:

- Five dog license have been purchased so far this year. Our vaccination clinic will be held at City Hall by Salmon River Mobile Vet on Saturday, April 16th from approximately 9-4. More information and pricing will be available soon. If anyone would like to volunteer to sell dog licenses on the 16th, let me know, as it falls on the same day as the Easter Egg Hunt!

Youth Sports

- Coaches have stepped up for T-Ball, 6-8 year olds, and 10-12 year olds. We still need a coach for the 8-10 year olds. We will begin sign-ups in April.

Easter Egg Hunt

- We are collecting donations of wrapped candy, eggs, and Easter baskets for our hunt. It will be held Saturday, April 16th at 11:30am. We are still in need of an announcer to kick off the hunt.

Special Projects:

- I am working on filing / sorting, and will have a Records Destruction Resolution ready soon.
- I am working on updating forms so they match our ordinances and are easier to complete.

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- We are working on Week of the Child activities. If you would like to volunteer to do something special for our teachers or youth, please let us know.