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**Re: Payroll-Expense reimbursement**

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**Amy DeMoss** <support@workhorsewi.com>  
Reply-To: Amy DeMoss <support@workhorsewi.com>  
To: clerk@ridgewaywi.gov

Tue, Jan 27, 2026 at 8:37 AM

Hi Lori,

Yes, you could handle your expense reimbursements through payroll. These would be setup as an Other Income (likely with no taxes that apply and no reporting to the W-2). This would simply pay the employee that additional amount on their paycheck- but the amount would not apply to taxes or WRS and would not be present on the W2.

Let me know if you want to discuss that further!

Warmly,

**Amy DeMoss**  
*Customer Support Specialist*  
**Workhorse Software Services, Inc.**  
P.O. Box 308, Wausau, WI 54402  
800.654.4892  
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On Tue, 27 Jan at 8:25 AM , Lori Phelan <clerk@ridgewaywi.gov> wrote:  
Hi,

I am wondering about having employee expense reimbursements done on payroll checks rather than checks printed and approved at board meetings. Is that something that can be done? Thought I would ask before I take the idea to the board.

**Lori Phelan**  
*Clerk/Treasurer*  
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THE VILLAGE OF



RIDGEWAY

**Upcoming 2026 Elections**

02/17/26- February Primary (if needed)

04/07/26- Spring Election

08/11/26- Partisan Primary Election

11/03/26- Partisan General Election