

October 4, 2023

To all my fellow revenue collectors,

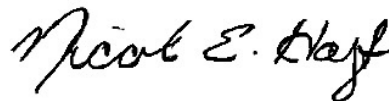
Historically, the title Tax Collector is met with negativity, scrutiny or even mistrust. In the Bible, while the Pharisees were plotting to find fault with this new teacher, Jesus of Nazareth, one of the charges against Him was that “He ate with sinners and tax collectors.” This class of people was considered the lowest of the low. These tax collectors were fraudulent in their collections. They gave favors to those whom they saw fit and took more from others to pad their own pockets and feed their opulent lifestyle.

Therefore, we should not be surprised when we are met with this particular negativity in our own community. For these reasons we need to be vigilant in preserving our ethics and the ethics of those who work for us and with us. It is up to us to put in place safeguards against any impropriety. You cannot wait for others to implement these important protections for you. It is your reputation, integrity, and employment on the line.

Ask Finance or your Administrator to review your current policies with you. They may need to be adjusted based on a change in technology or tasks have been shuffled between staff members. Some policies may even be obsolete. Ask a co-worker to do a risk assessment with you and follow your procedures from start to finish. Do you see any practice to be a potential risk? Does your office take segregation of duties seriously? Internal controls are to safeguard you, your staff, other departments in the Town, and the people in our community.

The days of processing cash payments at your kitchen table while your safe—if you had one—was in the bathroom, are behind us. You may never know who in your organization is struggling financially and the pressure to do something they would have never considered before could be strong. Do yourself, your co-workers, and your community a favor and leave nothing to temptation.

Striving for excellence,

A handwritten signature in black ink that reads "Nicol E. Hajf". The signature is written in a cursive, slightly slanted style.