Manager's Report

Activity in the Month of March

- Completed audit. Advertised in Reading Eagle and mailed copy to Clerk of Courts and elected auditors.
- Attended Police Commission meeting, Authority meeting, PennDot meeting on utility relocation in Rte. 222, unemployment hearing, meeting with D Zwicky and MTA
- K. Gruber continued to learn payroll.
- Mailed notices and posted 384 Evansville Road for conditional use hearing.
- Reviewed zoning ordinance draft and sent revision notes to SDE.
- Finalized spring ballfield schedules
- Opened restrooms
- Prepared and sent AG385 for pension
- Reviewed and sent Actuarial valuation to PERC for pension
- Set up and held flagger training for MTA and Wise and Nolt.
- Reviewed progress update on Schaeffer Road bridge replacement. Ownership of utility pole needs to be resolved.
- Reviewed Rt. 222 roundabout right of way plans on recorder of deeds website.
- Responded to Norfolk Southern request for historical properties and notified code enforcement officer of possible railroad tower construction.
- Followed up on 115 Grove Road application to Blighted Property Review Board.
- Searched old records for information pertaining to Lake Ontelaunee
- Filed old sewage enforcement files received from SDE (3 paper boxes)
- Prepared additional paperwork for Winter Storm Jonas Grant
- Continued creation of Sign Database
- Continued creation of Road Database
- Permit applications, bills, deposits and bank reconciliations were handled in a timely manner.

Hours worked

D. Didyoung	70
K. Fox	182.25
D. Hollenbach	211

Breakfast meeting invitation attached for April 22nd with the County Commissioners.

Discussion – First Priority Bank is offering a municipal checking account with .45% monthly interest fee, no banking fees, free checks, free online banking, securities to be pledged for funds in excess of $250,000. With National Penn moving to BB& T account numbers will be changing which will require us to order new checks by August 1, 2017. BB & T will insure accounts up to $250,000 – all accounts at the BB&T will be added together for the purpose of determining FDIC coverage. If we have more than $250,000 in total deposits, we have been instructed to call FDIC directly for information on how funds may be insured at BB&T.

COUNTY OF BERKS, PENNSYLVANIA

Office of the Commissioners

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Christian Y. Leinbach, Chair
Kevin S. Barnhardt, Commissioner
Mark C. Scott, Esq., Commissioner

Carl E. Geffken, Chief Operating Officer
Christine M. Sadler, Solicitor
Maryjo Gibson, Chief Clerk

March 18, 2016

Dear Municipal Official:

As municipal officials, we make it our personal priority to reach out to the local leaders who serve every community we represent. We want to continue to cultivate these relationships to improve constituent services.

We are again pleased to partner with the Berks Municipal Partnership, one of the components of the Albright College, Center for Excellence in Local Government, to co-host two breakfast meetings for the municipal government officials in Berks County in 2016 and would like to invite you to attend our first breakfast.

April 22nd - Hosted by the Masonic Lodge, 201 Washington Street, Birdsboro – Sponsored by Engle-Hambright & Davies, Inc. (EHD)

We are planning a second breakfast on September 9th and would welcome your attendance that morning. An invitation will be sent out closer to the September event with all of the details. Both breakfasts are open to any region.

Please RSVP for the April 22nd breakfast no later than April 13, 2016.

Please direct your response to Andrea Weist at the Albright College Center for Excellence in Local Government. Register online at www.albright.edu/localgov or email aweist@alb.edu or fax the enclosed form to 610-921-7278.

Doors will open at 7:40am with breakfast being served at 8:00am. Breakfast will be followed by brief Commissioners' remarks and an opportunity for you to identify and discuss other issues of concern in your region. We will adjourn no later than 10:00am.

Please circulate this letter among the municipal officials representing your borough or township so that they may be able to be with us.

We look forward to talking with you over coffee.

Very sincerely yours,

Christian Y. Leinbach

Christian Y. Leinbach, Chairman
Berks County Board of Commissioners

Fred.

Fred Levering, Chairman
Berks Municipal Partnership

cc: Albright College Center for Excellence in Local Government