Manager's Report

Activity in the Month of May

- Attended Police Commission meeting, Authority meeting, RATS meeting at Reading Airport, Jane Meeks, County of Berks on Recycling Grant, LeeAnn Moyer of National Penn Insurance on revisions to Personnel Rules and Regulations.
- Processed Farvardin Planning Module
- Created and filed annual MS4 report with PA DEP
- Opened road bids
- Gave budget worksheets to road department
- Processed cell tower inspection agreement
- Received and filed signed copy of Comcast Cable Franchise Agreement
- Swore in new Fire Police – Edward Byers
- Permit applications, bills, deposits and bank reconciliations were handled in a timely manner.
- Began summer newsletter
- Prepared for Community Day

Hours worked

D. Didyoung	56
K. Fox	129.5
D. Hollenbach	177.5

Projects in June:
Begin working on 2017 calendar
Prepare Recycling grants
Work on Personnel Rules and Regulation Update per Insurance comments
Work on Health Insurance renewal
Concession Stand Inspections
DEP Seminar on new permitting requirements for MS4
Cyberliability webinar