Manager's Report

Activity in the Month of November

- Attended two Police Commission meetings, Authority meeting, Planning Commission meeting, Board of Supervisors meeting.
- Permit applications, bills, deposits and bank reconciliations were handled in a timely manner.
- Advertised 2017 Budget and 2017 meetings
- Reviewed calendar proof.
- Began reorganization meeting work (letters to Board members whose terms expire, revision of ordinances, requested rates from professionals).
- Accepted and processed Verizon Land Development Plan.
- Met with Dane Miller regarding 8832 Allentown Pike.
- Reviewed vacation and call off procedure with staff.
- Changed run card authorization – Blandon Ambulance to Stephen Bobella.
- Filed two worker's comp claims and one liability claim.
- Prepared December Planning Commission meeting agenda and annual report.
- Reviewed lawsuit Fleetwood Area School District against assessments of Rajah Shrine and Richmaiden Golf Course.
- Received spotted lantern fly material.

<u>Projects for December:</u>
MS4 permit application
Reorganization preparation
Close out accounting and prepare for January reporting