Manager's Report

Activity in the Month of May

- Permit applications, bills, deposits and bank reconciliations were handled in a timely manner. Review fee letters were emailed.
- Attended Planning Commission (May 1), Board of Supervisors meeting (May 9), executive session (May 20), Police Commission meeting (May 13 and May 29), Authority meeting (May 16)
- Road Bid opening (May2)
- Meeting with employees on 457 Retirement Plan (May 2) then helped employees enroll.
- Reviewed pension quarterly reports.
- Began work on MS4 annual report.
- Continued working on recycling grant for 2018.
- PIRMA liability workshop (May 9)
- Met with Redner's on proposed expansion (May 15)
- Set up polling place for election day.
- Safety meeting (May 29)
- Fleetwood Bank grand opening
- Reviewed Fireworks ordinances and prepared a draft based on the new law.
- Researched wages for summer employees.
- Answered letter from TreeTops Trust attorney.
- Prepped Park and Rec for meeting
- Advertised and posted spreader on municibid.
- Reviewed Capital Blue Cross health insurance quote.

Respectfully Submitted,

Diane Hollenbach, Manager