Manager's Report

Activity in the Month of July

- Permit applications, bills, deposits and bank reconciliations were handled in a timely manner. Review fee letters were emailed.

- Attended Board of Supervisors meeting (July 11), Police Commission meeting (July 8, July 16, July 29), Authority meeting (July18)

- Attended Berks County Cooperative Purchasing mtg at Albright College (July 9)

- Attended road work preconstruction meeting (July 9) and mailed letters to residents on Bewley Lane describing process.

- Worked with representatives to enroll employees in new healthcare program.

- Workers Compensation Audit (July 22)

- Completed work on MS4 annual report. Submitted to Mark Kitzmiller for review and additional information. The report is due in September. Reviewed each section of the permit and updated requirements for 2020 report. Mailed educational materials to farm families on MS4.

- Advertised Ag Security Open Enrollment period (Aug. 1-30).

- Answered questions on Willow Creek grant from Department of Community and Economic Development.

- Researched and prepared cost analysis for police negotiations.

- Took inventory of handouts and communicated with township National Night Out Coordinator, Anthony Spero on giveaways on hand.

- Safety meeting and training (July 31)

- Received and processed two Zoning Hearing requests and worked with Joan London of Kozloff Stoudt to schedule hearings for August 15 beginning at 6 p.m.

- Met with IGS Electric about locking in electric rates beyond 2022.

- Attended installation of farm preservation sign at Kopfer farm.

Respectfully Submitted,
Diane Hollenbach, Manager