Manager's Report

Activity in the Month of September

- Permit applications, bills, deposits and bank reconciliations were handled in a timely manner. Review fee letters were emailed. MMO prepared. Foreign Fire payments processed.

- Attended Board of Supervisors meeting (Sept. 12), Police Commission meeting (Sept. 5, Sept. 9, Sept. 23), Authority meeting (Sept. 19)

- Submitted MS4 report to PA DEP.

- Began budget process. Met with fuel system vendors. Prepared numbers for BCIU fuel bid. Entered data into PSATS salary survey.

- Attended webinar on Police Management by Chris Gerber.

- Attended Berks County Community Advisory Board meeting (Sept. 6)

- Concession inspection (Sept. 12)

- State Liquid Fuel Audit (Sept. 17)

- Katelyn Gruber attended Census 2020 webinar (Sept. 24)

- Safety Meeting (Sept. 26). Began looking for someone to perform security assessment.

Respectfully Submitted,
Diane Hollenbach, Manager