# Manager's Report – January 2021

Office Activity.

- Permit applications, bills, deposits and bank reconciliations were handled in a timely manner. Review fee letters were emailed.
- Attended, Board of Supervisors meeting (Jan 4 & 14), Auditors meeting (Jan 5), Authority (Jan 21), MS4 Steering Committee meeting (Jan 21).
- Completed Reorganization letters, oaths of office.
- Emailed documents to Herbein and Co for audit.
- Followed up on Agnetti retirement paperwork.
- Advertised for Chief of Police, received resumes and distributed. Confirmed interview dates.
- Mailed 1099 forms. Distributed W2 forms.
- Typed auditor meeting minutes.
- State reports – Financial Survey, Elected Officials, State Liquid Fuel Usage, PURTA, AG385 for pension. Sent pension census to Standard Insurance.
- Processed release of Schick letter of credit.
- Attended Zoom meeting on vaccine distribution.
- Toured 1052 Park Road. Received pricing on modular. Met with engineer on remodel existing building.

Road Crew Activity.

- Christmas tree pick up (Jan 4-25)
- Snow event January 3 & 4
- Trim and remove trees Schaeffer, Ont. Hts. Ballfield, Community Park, Spirit Ct open space behind 93 Spirit Court.
- Painted and reinstalled railing for Cornerstone bridge.
- Lutz fence reinstall.
- Washed trucks.
- Repaired fence and gate at dog park and refilled dog waste bag dispensers.
- Repair to Truck #3 – electrical. Took to Levan's for estimate.
- Repaired sideboard of Truck #4.
- Straightened and fixed road signs – W Wesner, Grove, Hoch and Main Street.
- Tree trimming on Berk Road, Ridge Road.
- Repair fence @ Cornerstone Tot Lot.
- Cold patch W. Shore Drive, Berk Road.
- Cleaned shop, picked up trash, put spreaders and plows on the truck.
- Built welding table.

Respectfully Submitted,
Diane Hollenbach, Manager

Township of Maidencreek 02/02/2021
Zoning and UCC Services
Great Valley Consultants – GVC #3026-007 and 3026-008

## ZONING AND UNIFORM CONSTRUCTION CODE SERVICES
## Monthly Report – January 1, 2021 through January 31, 2021:

**The following permits / plans were reviewed and processed:**

| | | |
|---|---|---|
| 21-001 | 01/04/2021 - | 129 Hill Road – New single family dwelling for Omega Builders |
| 21-002 | 01/07/2021 - | 612 Bartlet Road – Renovations for Peter Ringler |
| 21-003 | 01/13/2021 - | 329 West Shore Drive – Demolition of house for Lloyd Stauffer |
| 21-004 | 01/14/2021 - | 105 Damascus Drive – Fence for Christian Johnson |
| 21-005 | 01/14/2021 - | 13 Villa Circle – Replace electric panel for Michael Hill |
| 21-006 | 01/14/2021 - | 136 Main Street – Shed for Josh Yellets |
| 21-007 | 01/18/2021 - | 429 Golden Drive – Fence for Steve Bale |
| 21-008 | 01/19/2021 - | 406 Cassidy Court – Solar system for Leon Degler |
| 21-009 | 01/27/2021 - | 319 Cassidy Court – Basement renovations for Tamara Lee |
| 21-010 | 01/27/2021 - | 464 Hoch Road – Fence for Desiree Siatkowski |
| 21-011 | 01/27/2021 - | 225 Main Street – Replace garage for Troy Smith |
| 21-012 | 01/28/2021 - | 1076A Park Road – Occupancy for Mykhalo Grygorychuk (Moving Company) |
| 21-013 | 01/28/2021 - | 120 Via Dolorosa – Solar System for Morgan Dick |

**The following were meetings or discussions for Zoning and Building Code services:**

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| 01/04/2021 | - | Prepared and issued monthly report for December. |
| 01/04/2021 | - | Discussion with Peter Ringler regarding permits for electrical renovations to his house. |
| 01/04/2021 | - | Prepared and issued zoning letter regarding permit application for 184 Cornerstone Drive. |
| 01/05/2021 | - | Responded to emails from D. Hollenbach regarding ACRE complaint about May 2017 NOV letter on 930 Maidencreek Road. |
| 01/05/2021 | - | Prepared and issued letter for insurance carrier regarding smoke alarms at 8477 Allentown Pike. |
| 01/11/2021 | - | Discussion with David of Palmetto Solar regarding permit and plan requirements for submission to Township. |
| 01/11/2021 | - | Discussion with Forrest Schwoyer of 267 Spirit Court regarding setbacks for pool in rear yard. |

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| 01/15/2021 | - | Prepared and issued zoning letter regarding complaint about multiple living units at 965 Park Road. |
| 01/20/2021 | - | Discussion with Kerry Fitzgerald of 144 Main Street regarding setbacks for a pool. |
| 01/21/2021 | - | Responded to email from Kim Fasnacht of SSM regarding scheduling a zoom meeting with her and Giorgio regarding their proposed "Project Titan". |
| 01/25/2021 | - | Responded to emails from Kim Fasnacht of SSM regarding meeting on Giorgio project. |
| 01/26/2021 | - | Discussion with D. Hollenbach regarding refund of permit fees not utilized to David Tidd due to cancelation of the renovations project. |
| 01/26/2021 | - | Attended zoom meeting with Kim Fasnacht and Jeff Thoms of SSM and Kevin Manmiller of Giorgio regarding building code questions on Project "Titan" on the property at 1165 Park Road. |
| 01/26/2021 | - | Discussion with Rob regarding inspections at 528 Golden Drive. |
| 01/28/2021 | - | Discussion with Bill Musky regarding setbacks for a detached garage at 106 Koller Road. |
| 01/29/2021 | - | Discussion with Mary regarding questions on signs proposed for Redners at 3 Quarry Road. |

**The following UCC inspections were performed:**

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| 01/04/2021 | - | 334 Lindbergh Avenue – Final mechanical inspection – PASSED |
| 01/05/2021 | - | 507 Calabria Drive – Final building and electrical inspections for solar system - PASSED |
| 01/08/2021 | - | 411 Colonial Court – Final inspection for deck – PASSED |
| 01/12/2021 | - | 219 Hill Road – Lot 8 - Footing inspection – PASSED |
| 01/14/2021 | - | 219 Hill Road – Lot 8 - Foundation wall pre-pour inspection – PASSED |
| 01/15/2021 | - | 213 Sofia Blvd. – Lot 31 – Footing inspection – PASSED |
| 01/15/2021 | - | 367 West Shore Drive – Final building and electrical inspections for addition – FAILED |
| 01/15/2021 | - | 208 Sofia Blvd. – Final inspection for generator – PASSED |
| 01/18/2021 | - | 209 Sofia Blvd. – Lot 30 – Footing inspection – PASSED |
| 01/19/2021 | - | 213 Sofia Blvd. – Lot 31 – Foundation wall pre-pour inspection – PASSED |
| 01/19/2021 | - | 209 Sofia Blvd. – Lot 30 - Foundation wall pre-pour inspection – PASSED |
| 01/19/2021 | - | 219 Hill Road – Lot 8 – Foundation / backfill inspection - PASSED |
| 01/20/2021 | - | 212 Anna Avenue – Lot 41 – Electric service inspection - PASSED |
| 01/20/2021 | - | 208 Anna Avenue – Lot 40 – Electric service inspection – PASSED |

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| 01/21/2021 | - | 219 Hill Road – Lot 8 – Water service and sewer lateral inspection – PASSED |
| 01/21/2021 | - | 209 Sofia Blvd. – Lot 30 – Foundation / backfill inspection - PASSED |
| 01/21/2021 | - | 213 Sofia Blvd. – Lot 31 – Foundation / backfill inspection – PASSED |
| 01/25/2021 | - | 404 Grandview Drive – Final building and electrical inspection for solar system – PASSED |
| 01/25/2021 | - | 213 Sofia Blvd. – Lot 31 - Water service and sewer lateral inspection – PASSED |
| 01/26/2021 | - | 208 Anna Avenue – Lot 40 – Rough plumbing inspection – PASSED |
| 01/27/2021 | - | 209 Sofia Blvd. – Lot 30 - Water service and sewer lateral inspection – PASSED |
| 01/28/2021 | - | 528 Golden Drive – Rough plumbing inspection – PASSED |

**The following were meetings, discussions, inspections or processing of documents / correspondence regarding enforcement of the Property Maintenance and/or Zoning Ordinances:**

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| 01/04/2021 | - | Site visit to 228 Callery Drive regarding complaint. |
| 01/04/2021 | - | Prepared and issued NOV letter to 228 Cornerstone Drive regarding property maintenance and zoning issues. |
| 01/05/2021 | - | Site visit to 205 Holiday Lane regarding complaint. |
| 01/08/2021 | - | Site visits to 320 Main Street, 350 Faith Drive and 207 Independence Court regarding complaints. |
| 01/08/2021 | - | Reviewed email and complaint from Jeff Futchko regarding issues at 320 Main Street. Prepared and issued NOV letter to 261 Main Street (Morgantown Church) regarding property maintenance issues with equipment and vehicles being stored on parking lot next to 320 Main Street. |
| 01/15/2021 | - | Received email from Township regarding complaint about multiple living units in house at 965 Park Road. Prepared and issued letter to owner regarding complaint. |
| 01/25/2021 | - | Discussions with Brian Hersh regarding letter sent regarding complaint about the existing house at 965 Park Road having two living units. |