

Manager's Report

Activity in the Month of December

- Permit applications, bills, deposits and bank reconciliations were handled in a timely manner. Review fee letters were emailed.
- Attended Board of Supervisors meeting (Dec. 13, Dec 20), Police Commission meeting (Dec 10), Police Interviews (Dec. 5), Secretary mtg at Albright on veteran services (Dec. 12), Morales Zoning Hearing (Dec. 19), Authority meeting (Dec. 20).
- Participated in the Penn DOT Rt 222 Project utility meeting (Dec. 13)
- Held a safety meeting (Dec. 18). Prepared application in part for Certification of Safety Committee and forwarded to Pat Donovan to complete Authority information.
- Had a State Liquid Fuel Annual Audit by the State Auditor General's office. There were no findings.
- Attended Schaeffer Road Bridge progress meeting (Dec. 11). Project completion date is April 16, 2019.
- Mailed the annual calendar.
- Processed Zoning Hearing application for 115 Grove Road.
- Finalized Reorganization meeting. All Board meeting schedules were advertised.

Respectfully Submitted,

Diane Hollenbach, Manager