

Manager's Report

Activity in the Month of January

- Permit applications, bills, deposits and bank reconciliations were handled in a timely manner.
- Evening training at Albright on minutes, zoning, duties of a supervisor.
- Attended Reorganization, Auditor's meeting, Planning Commission meeting, Purchasing Council, two Zoning Hearings, Reading Area Transportation Study meeting, Board of Supervisors meeting, Police Commission meeting, Authority meeting.
- Submitted pension census (The Standard) and AG 385 (Auditor General) for pension plan.
- Distributed W2 and 1099.
- Processed all paperwork, resolutions, wrote letters to appointees from Reorganization.
- DCED reports completed.
- Filed PURTA form.
- Sent review fee letters and refunds.
- Registered for PSATS Convention.
- Completed PIRMA renewal forms.
- Reviewed paperwork on ADA Compliance.
- Created spring newsletter.

Schaeffer Road Bridge construction – road will be closed from June 22 – September 11.

Marty Buck, 64 Troxel Road, Shoemakersville, PA is interested in serving on the Agricultural Security Board.

The 2017 audit is underway.