

Manager's Report

Activity in the Month of February

- Permit applications, bills, deposits and bank reconciliations were handled in a timely manner. Review fee letters were emailed. Picked up and returned paperwork changing signers. Completed Sewage Enforcement Annual Report.
- Attended Police (Feb. 10), Board of Supervisors meeting (February 13), Authority (Feb 5).
- Met with insurance agent on renewals. Prepared 2020 insurance application.
- Route 222 progress meeting (Feb 12 and Feb 26).
- Secretary meeting at Albright College (Feb 12).
- Safety Meeting (Feb 18). Safety committee has been recertified for another year.
- Audit began February 17th
- PA DEP grant preapplication meeting (Feb 19), updated grant and prepared for mailing.
- Discussion with engineer on recreation at Blandon Fire Company.
- AFLAC presentation to employees (Feb 25)
- Met with Lehigh Cement (Feb. 28) regarding dust complaints. They have contracted a sweeper to sweep Maiden creek Road.
- Planning Commission will have 2 sketch plan reviews for March (attached).
- Discussion with solicitor and actuary regarding Trustee position in pension restatement.

Respectfully Submitted,
Diane Hollenbach, Manager