

## Manager's Report

### Activity in the Month of October

- Permit applications, bills, deposits and bank reconciliations were handled in a timely manner. Review fee letters were emailed. Received annual Act 44 Pension Disclosure from Standard Insurance.
- Attended Board of Supervisors meeting (Oct. 11), Planning Commission (Oct. 3), Police Commission meeting (Oct. 8).
- Attended Ontelaunee Township's Board of Supervisors meeting regarding Animal Rescue League (Oct. 4).
- Held a safety meeting (Oct. 17). Fire Extinguishers were checked by Comunale (Oct. 11). Road Crew helped transport Fire House for Andrew Maier Fire Prevention week and took part in fire extinguisher training. Thank you, Daniel Miller, for providing that training!
- Attended two Schaeffer Road Bridge progress meetings (Oct. 16 & 30). There is no solid completion date. The next two weeks are crucial to getting back on track and the weather must stay above 35 degrees to pour concrete. Blacktop plants close in January.
- Met with Larry Lloyd and Kent Himelright regarding Willow Creek Stream Project (Oct. 16). Report attached. I'd like to talk about acquisition of real estate in executive session.
- Attended the Berks County Purchasing Council meeting (Oct. 9). I will be Chairperson of this group next year.
- Continued work on annual calendar project.
- Created Traffic Ordinance for solicitor's review.
- Created and put out for Bid the GSP Stormwater Easement.
- Contacted three auditing firms and held discussions on auditing standards and requested quotes.
- Looked at all code enforcement reports for the year. Audited progress and asked Code Enforcement Officer to follow up on unresolved issues.

- Attended Berks County Association of Township Officials convention at Oley Township (Oct 18).
- Continued Reorganization meeting work.
- Attended a second Animal Rescue League meeting (Oct 31). Provided Tom Hubric, Director with comments on the contract. ARL is considering changing fee again to \$2 per capita which is even more expensive than their previous suggestion (\$18,252). At the time I prepared this report, ARL has not decided on how they will proceed. They have stated that they are not making changes to the contract, and there was discussion on allowing the Cooperative Purchasing Council attorney, Daniel Becker of Kozloff Stoudt, to review the contract for all municipalities. At this time, there are no other options for animal control.
- Attended a meeting between Maiden creek Township Authority and Ontelanee Township regarding billing of sewer usage for operational and capital costs (Oct 31).

#### News

- Volunteer lunch for December 21 from 11am to 2pm.
- We are to receive a recycling grant for the purchase of a leaf vac and this year's recycling bins - \$112,082. Waiting on the grant paperwork. I revised the draft budget to reflect this.
- Mark Kitzmiller is setting up a meeting with the PA DEP regarding the TMDL and PRP plan.

Respectfully Submitted,

Diane Hollenbach, Manager