



HISTORIC
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Est. 1795

To: Council
 From: Ralph
 Date: June 17, 2022
 Subject: Borough Manager’s Report for May 2022

Operations/Staff Updates:

- Due to the recent openings in positions, people out with physical issues, difficulty/time constrains in filling positions, we are not at full capacity in wastewater treatment and public works management. Mr. Brooks in nuisance code enforcement is still out or working in a limited capacity, with health-related issues.

May	Meetings/Activities Attended
1	➤
2	<ul style="list-style-type: none"> ➤ Department head/managers meeting ➤ Penn DoT Connects virtual meeting regarding mill race bridge over High Street ➤ Council work session and business meeting
3	<ul style="list-style-type: none"> ➤ LERTA presentation at Commissioners meeting ➤ Staff meeting ➤ Borough Authority meeting
4	➤ Meeting with new owner of the Armory property
5	➤
6	➤ Discussed bottled water start up options with an industry consultant
7	➤
8	➤
9	<ul style="list-style-type: none"> ➤ Met with bankers regarding financing / refinancing increase in rates ➤ Attended meeting with Commissioners regarding possible funding for the performance center project
10	➤ Met with Authority solicitor Tom Shrack – Authority matters
11	<ul style="list-style-type: none"> ➤ Met with Scott Russell, engineer, regarding scaling at waterfront walkway and Big Spring cover project ➤ Met with borough solicitor Jeff Stover regarding update on the short term rental ordinance

12	➤ Council agenda planning meeting
13	➤
14	➤
15	➤
16	➤ Department head/managers meeting ➤ Council work session and business meeting
17	➤ Attended Commissioners meeting regarding LERTA passage ➤ Staff meeting
18	➤ Attended police office ceremony at the court house
19	➤
20	➤ PA Rural Water Association board meeting ➤ PA State Association of boroughs Trustee meeting
21	➤
22	➤ Boroughs association conference
23	➤ Boroughs association conference
24	➤ Boroughs association conference



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25	➤ Boroughs association conference
26	<ul style="list-style-type: none"> ➤ Met with Senator Corman and staff regarding funding for the police department renovations, the Governors park ball field improvements and the Big Spring cover project ➤ Met with Mike Leaky, architect, at the Big Spring to help coordinate work being done by the performance center group and the borough authority – Big Spring project ➤ Airport Authority meeting
27	➤ Met with Representative Benninghoff regarding the same projects mentioned above
28	➤
29	➤
30	➤
31	➤ Met with Scott Russell, engineer, Big Spring cover project

Activities
Work session and Council Agenda formatting, Preparation including listing all action items
Agenda/Meeting preparation and follow up, coordinate with staff – directives, policy questions
Unscheduled, informal, meetings, calls, emails to/from staff – Department day-to-day operations
Correspondence – elected, fellow staff, residents, business owners, other government staff, realtors, customers, etc. via emails, phone calls, letters
Draft meeting minutes review
Coordinated Policing and Communities of Color presentation/update for council
Coordinated police department renovations study
Coordinated LERTA approval by the CC Commissioners
Coordinated use and status updated – Subway building being used for COVID testing