

FREEPORT BOROUGH COUNCIL

Borough Manager Report

April 2024

I. Accomplishments

A. Borough Manager

1. Closed PENNVEST Grant (\$11 million)
2. Closed EPA Grant (1.5 Million)
3. Attended PSATS Conference for SARPD
4. Completed 2023 COVID Relief Report
5. Complete 2023 PURTA Report
6. Meeting with Freeport Terminals with Council President
7. Meeting with Senator Joe Pittman to discuss street scape in Freeport
8. Meeting with PennDOT and Butler-Freeport Trial for signage plan in Freeport
9. Complete Smart Growth Grant for expert to study Freeport and give a downtown development plan
10. Meeting with Sylvia Maxwell (School Board Member)
11. Create Budget Comparison for Council Members

B. Public Works

1. Replaced playground mulch at Baseball Field Park
2. Remove down trees from riverside drive and Riverfront park from storms
3. Cut out wall and strip paint in Baseball Field Bathrooms
4. Repair Skid Steer (bad fuel peddle)
5. Repair Street Sweeper (electrical issues)
6. Porta Jones arrives for summer
7. Peak mowing and weed eating season

C. Office

1. Mailed sewage bills
2. Process monthly shut-off procedures in conjunction with the water authority
3. Fill empty storage unit
4. Start shredding documents
5. Change Occupancy Permit procedure

D. Code Enforcement

1. Process permit applications, collect payments, complete inspections, and give written report to resident. Completed within week of application.

II. Current/Upcoming

A. Borough Manager

1. Manage the needs and complications of sewage plant build
2. Request Payments from PENNVEST and EPA
3. Process all construction payments
4. Submit yearly financial audit (Waiting on Auditors)
5. PA Rural water training in May

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6. PSAB Conference in June
 7. Replace decking on some of Riverside Park Docks
 8. Online bill pay by end of 2024
- B. Public Works
1. Laneville Capital project
 2. Assist contractors at plant as needed
 3. Paint bathrooms at park
 4. Paint curbs and cross walks
- C. Office
1. Shred old documents as needed
 2. Regular job description
- D. Code Enforcement
1. Regular job description

III. Impediments

- A. Borough Manager
1. Need council to pick winter flags for 2024 Christmas season
 2. Need council to determine plan for aging Backhoe
 3. Need council to determine plan for aging Street Sweeper
 4. Need council member to meet with online payment options
 5. Need council to determine 3 priority items to pursue grant funding and a Match Budget
- B. Public Works
1. Aging equipment
- C. Office
1. New Office Computers
- D. Code Enforcement
1. N/A