

**ADMINISTRATION COMMITTEE MEETING**  
**Thursday, February 4, 2016**

**Administration**

1. Preliminary review of various fund budgets to cover PS manager position
2. Organizational chart
3. Teamster's submitted a letter they would like to start negotiating their contract.
4. Blue Ridge Cable TV franchise agreement
5. Project – prioritize the list
6. Canyon Rims Estate

**Water**

1. Policy on requests for review of utility fees, including late fees
2. Marsden Utility payment plan for 36 Susquehanna St apt #4
3. Marsden Utility payment plan for 36 Susquehanna St apt #2
4. County requesting late fees on utility bills due to reorganization meeting.
5. Equipment lease purchases
  - a.) Case 500 SN Loader Backhoe \$93,080.00  
(Costar \$20,000.00 trade case 580L Water Fund)
  - b.) 2016 5 ton Dump with snow removal equipment  
(Costar – Liquid Fuels Fund)
  - c.) 2016 10 ton Dump with snow removal equipment  
(Costar – Liquid Fuels Fund)
6. Looking into a collection agency for delinquent utilities

**Sewer/Sanitation**

1. Entech would like to give a 5-10 minute presentation on the sewer project

**Police**

1. LCB – noise ordinance hearing date has not been set up yet
2. St. Patrick's day parade will be held on 3/13/16 this will need council's approval on 2/11/16

**Streets**

1. Draft ordinance for Front St and Second St.
2. High St wall – posted temporary no parking
3. Discuss Packer Hill – one way traveling from Lehigh Ave up to Chestnut Ave
4. Entech Work orders for
  - a.) Re-evaluation of High Street wall from 143 to 218 (goal correct wall and replace water main)
  - b.) Re-evaluation of Germantown stream crossing
  - c.) Re-evaluation of Hill Road and wall
5. Earth day Festival looking for permission to hold the annual festival 4/22/16

**Memorial Park/Buildings**

1. Kemmerer Park lease/addendum excludes the carriage house and any property north of the carriage house.
2. Cuocco - 56 West Broadway

**Emergency Services**

1. Joint FEMA grant