

**The Borough of Bowmanstown Council Meeting Agenda**  
**September 7, 2021**

Meeting called to order by \_\_\_\_\_ at \_\_\_\_\_ PM.

**Pledge of Allegiance**

**Council Attendance**

President William Ravert		Donna Winter	
Vice-President Pam Leiby		Mayor Zachary Snyder	AB
Rob Moyer		Solicitor James Preston	
Darren Thomas		Engineer Jessica Rehrig	
Candace Rodrigues		Secretary Tracy Burbage	
Kara Scott			

**Visitors**


**Approval for**

Minutes of August 3, 2021 Council Meeting	Mo	2 <sup>nd</sup>	MC
General Treasurer's Report dated September 7, 2021 and payment of bills listed.	Mo	2 <sup>nd</sup>	MC
Sewer Treasurer's Report dated September 7, 2021 and payment of bills listed.	Mo	2 <sup>nd</sup>	MC
Garbage Treasurer's Report dated September 7, 2021 and payment of bills listed.	Mo	2 <sup>nd</sup>	MC
Resolution 2021-07 Authorizing submittal of local share assessment fund for the Water Authority and letter of support	Mo	2 <sup>nd</sup>	MC

**Correspondence**

Subject	Date	Summary
Donation		Bowman Park Campmeeting Association sent they yearly \$100 donation
CERT		Community Emergency Response Team Disaster Preparedness training October 2 <sup>nd</sup> & 3 <sup>rd</sup>
Conference		PSAB Fall Leadership conference October 8-10 at Bayfront Landing, Erie
Modification	08/03/21	Verizon Wireless is in the process of updating its network
Meeting	08/17/21	Bowmanstown Authority Meeting Minutes
Tax Sale Law	08/27/21	Act 33 of 2021 Bidder Registration Requirements; Sale of Property in Repository

**Solicitor**

1. Act 65 of 2021

**Engineer**

1. Craig Street Project-
  - a. Issued Notice of Award and Notice to Proceed letters to Lehigh Asphalt. Conducted the pre-construction walk thru meeting with Lehigh Asphalt on August 24, 2021. A copy of the executed contract and minutes were issued to the Borough and Contractor via email.
  - b. Coordinated with the Water Authority Solicitor to obtain the hold harmless agreement for the contractor to sign for use of the Water Authority property for lay down
2. MS-4 Annual Report – Dave Horst will be providing training to the Borough Crew and preparing the 2021 report for submission to PADEP by September 30, 2021

3. Proposal for Keystone Grant – Submitted a proposal letter with cost estimate for Borough’s use in applying for a grant to apply for preparation of a National register of Historic Places nomination form for the Borough Hall building

**Unfinished Business**

- 1.

**New Business**

1. Location needed for Lehigh Asphalt to deliver millings for the Craig Street project
2. Received Chad Everett’s resignation from the Zoning Hearing Board, need to replace

**Committee Reports**

**Fire**

1. Received the Financial Statement as of July 31, 2021
2. Received the Fire Chief’s Report

**Law**

1. Tar & chip roads update
2. Grass clippings – MS4
3. MS-4 Training in Blue Bell on September 29<sup>th</sup>

**Personnel**

1. Personal Time Off requests

**Budget & Finance**

1. 2020 Draft Audit was received, if acceptable, President needs to sign the acceptance letter
2. Budget status review
3. Set public meetings for budget in September, October, and November
4. Received \$4,336.50 from Local Realty Tax for July 2021
5. Received \$9,778.96 from Tax Claim Bureau for July 2021

**Property & Special**

1. 150 gallon utility tank
2. Dead trees
3. Playground
4. Leaf vac
5. Bike event

**Sewer, Sanitation, & Water Liaison**

1. Budget, maintenance items needing approval
2. Continuing I&I investigation\
3. Flood damage
4. Chris would like to attend Reducing Unaccounted for Water Training September 29, 2021 at a cost of \$105.00

**Streets**

1. Still waiting on pricing for the storm inlets
2. Sealing
3. Maintenance items
4. Complaint received from 646 Lime Street

**Mayor**

1. Proclaimed August 21, 2021 as Butch & Louise Everett Day in recognition of their 50th wedding anniversary.
2. Illegal dumping issue on borough property addressed. Referred evidence to PSP for charges to be filed.
3. Charges withdrawn against property owner on Ore St as citations have been satisfied.
4. Met with Chris regarding the storage of junk vehicles on east side of Railroad St. Letters going out to homeowners regarding removal of vehicles.
5. Vandalism charges remain for previously-reported incidents as the party did not complete community service hours.
6. September Neighbor of the Month info to be forwarded to TN and will be announced on FB.

**Other Business**

1.

**Adjournment Motion** \_\_\_\_\_, 2<sup>nd</sup> \_\_\_\_\_ at \_\_\_\_\_ **PM**

**Pending/Action Items**

Budget:	Employee raise step program
Budget:	Review Auditors
Law:	Curbing Ordinance
Property:	Dead Oak trees along borough property
Property:	Playground retaining wall inspection
Property:	Mulch replacement and repair drainage at borough hall playground
Property:	Organizers and clean out storage shed
Property:	Storage shed for borough equipment at the garage
Property:	Chipping of the brush pile
Property:	Playground equipment
Property:	Waste oil burner
Property:	Waste drums
Streets:	Curbing letters to residents along Lime Street about curbing
Streets:	Modified Stone at the end of Spring Street where the macadam ends towards Fireline