

**The Borough of Bowmanstown Council Meeting Agenda**  
**October 5, 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	
Rob Moyer		Solicitor Lisa Pereira	
Darren Thomas		Engineer Jessica Rehrig	
Candace Rodrigues		Secretary Tracy Burbage	
Kara Scott			

**Visitors**

Zac Arnold- potential developer

**Approval for**

Minutes of September 7, 2021 Council Meeting	Mo	2 <sup>nd</sup>	MC
General Treasurer's Report dated October 5, 2021 and payment of bills listed.	Mo	2 <sup>nd</sup>	MC
Sewer Treasurer's Report dated October 5, 2021 and payment of bills listed.	Mo	2 <sup>nd</sup>	MC
Garbage Treasurer's Report dated October 5, 2021 and payment of bills listed.	Mo	2 <sup>nd</sup>	MC
Ratify Resolution 2021-08 adopted September 28, 2021 Authorizing Submittal of Local Share Assessment fund Monroe County Grant Application for Replacement of the Fire Company As It Stand	Mo	2 <sup>nd</sup>	MC

**Correspondence**

Subject	Date	Summary
Minutes	09/21/21	Bowmanstown Water Authority September meeting minutes
Minutes	09/28/21	Bowmanstown Planning Commission September meeting minutes
Fees	10/01/21	Solicitors Fees for Fiscal-Year 2021

**Solicitor**

1.

**Engineer**

1. Craig Street

- a. Lehigh Asphalt & the Water Authority have executed the hold harmless agreement for use of the water authority property on Oak Street during construction
- b. Reviewed drainage concept submittal for proposed inlets. Reviewed and approved proposed plastic pipe for additional storm sewer to be installed under Craig Street
- c. Coordinating with Lehigh Asphalt as needed to obtain proposed work schedule for Spring.
- d. Working on deed descriptions for the properties with the 10 ft strip of land along Craig Street to provide to the Borough Solicitor

2. MS-4 Annual Report – Dave Horst provided training to the borough crew regarding MS-4 on September 10, 2021. Benesch prepared and submitted the 2021 report to PADEP by September 30, 2021

3. Inlets for White Street HOP – Reviewed and recommend approval of quote for special inlet boxes adjacent to bridge on White Street for the HOP permit project

**Unfinished Business**

- 1.

**New Business**

1. Resolution in Support of Equality for the Fair Funding of Pennsylvania School Districts

**Committee Reports**

**Fire**

1. Received the 2021 Fire Relief Payment of \$3,871.92, which has been turned over to the Fire Company
2. Received the Financial Statement as of August 2021

**Law**

1. Working on Ordinances

**Personnel**

- 1.

**Budget & Finance**

1. Received \$1,041.84 Medical Loss Ratio rebate check
2. Received \$4,476.54 State Retirement reimbursement
3. Received \$2,308.39 from Local Realty Transfer Tax for August 2021
4. Received \$6.93 from Magisterial District for August 2021
5. Received \$371.82 from Tax Claim Bureau for August 2021
6. Received Notice of Estimated Allocation Municipal Liquid Fuels and Turnback for 2022 is \$32,581.14

**Property & Special**

1. Bike Night
2. Lehighton Borough has agreed to rent their leaf vacuum for 3 consecutive days provided the machine and operator are available
3. Received quote for the dead tree removal

**Sewer, Sanitation, & Water Liaison**

1. Chris would like to attend PRWA training "Inflow and Infiltration Toolbox" on November 3, 2021 at a cost of \$105.00
2. Reviewing budget
3. Investigating decant floating issues
4. Following up with I&I smoke test results

**Streets**

1. Lettering on the van
2. Quote received for the storm inlets
3. Street sweeping for 2022 will need to be set up for the last week in March

**Mayor**

1. Trick or Treat will be October 30, 2021 from 6:00 – 8:00 PM
2. October's Neighbor of the Month
3. Thank you to recent event holders in town
4. BFAC's FallFest to be held 10/23 at Rod & Gun Club
5. Recurring trespassing issues on Sewer Property - Request for Signage
6. Requests for changes to parking ordinance (disabling of vehicles, caveats for events, etc)
7. Accumulation issue on Oak St
8. Letter being drafted in support of Senate Bill 378. Councilmembers invited to co-sign

**Other Business**

1. Reminder- next Budget meeting October 18<sup>th</sup> at 6:30 PM

**EXECUTIVE SESSION: IN \_\_\_\_\_ OUT: \_\_\_\_\_** to discuss personnel

Possible action item: Hiring a second person

**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, drainage, and equipment
Property:	Chipping of the brush pile
Property:	Playground equipment
Property:	Waste oil burner
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