

# The Borough of Bowmanstown Council Meeting Agenda

## August 5, 2025

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

**Pledge of Allegiance**

**Council Attendance**

President Pam Leiby		Wendy Borger	
Vice-President Darren Thomas		Mayor Zachary Snyder	
Rob Moyer		Solicitor Lisa Pereira	
Norman Engle Jr		Engineer Jessica Rehrig	
Candace Rodrigues		Secretary Tracy Csrenko	
Kara Scott		Chris Bixler, Public Works Supervisor	

**Visitors**


**Approval for**

Minutes of July 15, 2025 Council Meeting	Mo	2 <sup>nd</sup>	MC
General Treasurer's Report dated August 5, 2025 and payment of bills listed.	Mo	2 <sup>nd</sup>	MC
Sewer Treasurer's Report dated August 5, 2025 and payment of bills listed.	Mo	2 <sup>nd</sup>	MC
Garbage Treasurer's Report dated August 5, 2025 and payment of bills listed.	Mo	2 <sup>nd</sup>	MC

**Correspondence**

Subject	Date	Summary
Minutes	06/30/25	Palmerton Area Regional Plan Review meeting minutes
Minutes	07/15/25	Water Authority July meeting minutes
Memo	07/16/25	501-503 White Street construction currently taking place
Minutes	07/29/25	Bowmanstown Planning Commission July meeting minutes
Conference	October	PSAB Fall Leadership Conference October 3-5, 2025

**Solicitor**

- 1.

**Engineer**

1. Benesch reviewed the resubmission of the Scheckler Minor Subdivision Plan and provided minor review comments to the borough via letter on July 23, 2025, recommending approval of the final plan when submitted for final signatures
2. Benesch is preparing the annual MS-4 report for July 1, 2024, to June 30, 2025
3. Benesch prepared updated cost estimates for road repairs/replacement on Forge Street, East Mill Street, and Pine Street

**Unfinished Business**

1. Request for Proposals Solar Development

**New Business**

1. Palmerton Library is requesting a letter of support for the library to strengthen our grant applications

**Committee Reports**

**Fire**

- 1. Received the Financial Statements as of June 30, 2025

**Law**

- 1.

**Personnel**

- 1. Employee Handbook – schedule meeting
- 2. Working on Job Descriptions
- 3. Step Program
- 4. Chris is requesting a second pair of boots for this year

**Budget & Finance**

- 1. Received \$306.97 from the Tax Claim Bureau for June 2025
- 2. Received \$4,556,51 from the Recorder of Deeds for June 2025
- 3. Received \$238.86 from the Magisterial District for June 2025

**Property & Special**

- 1. Bell Tower quotes
- 2. Request for Proposals Solar Development

**Sewer, Sanitation, & Water Liaison**

- 1. Chlorine Contact Tank Project
- 2. Sewer Loan
- 3. 92 Fireline Road EDU

**Streets**

- 1. Large oil containment platform at a cost of \$279.00 from New Pig
- 2. Chris would like to start having the office send letters to property owners to repair damaged existing curbs per curbing ordinance

**Mayor**

- 1.

**Other Business**

- 1. Jay Reid’s appointment letter for Emergency Management Coordinator has been sent to the County

EXECUTIVE SESSION – IN: \_\_\_\_\_ OUT: \_\_\_\_\_

Possible action item:

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

Pending/Action Items

Law:	Curbing Ordinance
Budget:	Electronics events will be held every other year on the odd year
Budget:	Account for Engineering fees for street projects
Budget:	MS_4 requirements
Property:	Garage roof budgeting
Property:	Emergency light batteries
Property:	Green Street playground wall repair
Property:	Borough hall generator and transfer switch
Sewer:	Sewage PS alarm monitoring - Summer
Sewer:	New flow meter set up at the wwtp dedicated to only Bowmanstown influent flow
Sewer:	Cellular data logger for East Penn pump station flow meter

Sewer:	SmartShore inflatable trench shield
Sewer:	iTracking Videocentric I&I Detection – Exeter Supply \$3,500
Sewer:	CFA-PA Small Water and Sewer Projects (storm sewer, water, or wastewater projects) Deadline April
Streets:	Truck switch out- Spring
Streets:	BARC Lime Street closure for July 12, 2025
Streets:	Collapsed drain pipe off of Fireline Road
Streets:	Multi-Modal Grant for Pine Street