

**The Borough of Bowmanstown Council Meeting Agenda**  
**December 3, 2024**

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

**Pledge of Allegiance**

**Council Attendance**

President Pam Leiby		Robert Sikorsky	
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	

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

**Visitors**


**Approval for**

Minutes of November 12, 2024 Council Meeting	Mo	2 <sup>nd</sup>	MC
General Treasurer’s Report dated December 3, 2024 and payment of bills listed.	Mo	2 <sup>nd</sup>	MC
Sewer Treasurer’s Report dated December 3, 2024 and payment of bills listed.	Mo	2 <sup>nd</sup>	MC
Garbage Treasurer’s Report dated December 3, 2024 and payment of bills listed.	Mo	2 <sup>nd</sup>	MC
Adopt 2025 Budget as advertised	Mo	2 <sup>nd</sup>	MC
Adopt Resolution 2024-06 Fixing the Tax Rate for the Year 2025	Mo	2 <sup>nd</sup>	MC

**Correspondence**

Subject	Date	Summary
USDA	11/15/24	Funding solutions available to assist with water, sewer, and storm water projects
Minutes	11/17/24	Water Authority November meeting and adopted 2025 Water Budget
Minutes	11/26/24	Planning Commission November meeting

**Solicitor**

- 1.

**Engineer**

1. Benesch coordinated with Bruce George to finalize the missing documentation from the PennDOT Municipal Services Representative to closeout the Mill Street Project

**Unfinished Business**

1. Zoning Hearing East Penn Township for the Solar Field continuance Monday, December 9, 2024 at 6:00 PM
2. Recommendation on zoning ordinance change as presented by the Planning Commission

**New Business**

1. Motion to advertise the 2025 Council Meetings for the first and third Tuesday of each month at 7:00 PM with the exception of November’s meeting being the second Tuesday due to Election Day and Planning Commission meetings to be the last Tuesday of each month at 7:00 PM

2. Motion to appoint Kirk Summa & Company, LLC Auditing Firm for the 2024 audit
3. Motion to appoint Darren Thomas for a 5-year term on the Water Authority Board

**Committee Reports**

**Fire**

1. Received the Financial Statements as of October 31, 2024

**Law**

- 1.

**Personnel**

1. Employee Handbook -carry over hours, how vacation time is approved
2. Step Program
3. Approval for 1/2 days on Christmas Eve and New Year's Eve
4. Employee evaluation/raises
5. Ed's extended 90-day probation is up on December 7, 2024

**Budget & Finance**

1. Received \$194.72 State Police Fines and Penalties
2. Received \$291.68 from the Tax Claim Bureau for October 2024

**Property & Special**

1. Emergency generator transfer switch installations

**Sewer, Sanitation, & Water Liaison**

1. Approval to purchase a new E-1 grinder pump from Site Specific in the amount of \$3,225.00

**Streets**

1. Truck quotes

**Mayor**

- 1.

**Other Business**

1. Council's wishes for Tracy to renew her notary

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

**Pending/Action Items**

Law:	Curbing Ordinance
Budget:	Calcium chloride melt 1-2 pallets
Budget:	Electronics events will be held every other year on the odd year
Budget:	Account for Engineering fees for street projects
Property:	Garage roof budgeting
Property:	Emergency light batteries
Property:	Garage door
Property:	Green Street playground wall repair
Property:	Overgrown borough properties
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
Streets:	Truck switch out
Streets:	PennDOT winter maintenance agreement
Streets:	BARC Lime Street closure for July 12, 2025