

The Borough of Bowmanstown Council Meeting Agenda
February 3, 2026

Meeting called to order by _____ at _____ PM.

Pledge of Allegiance

Council Attendance

President Pam Leiby		Ben Price	
Vice-President Wendy Borger		Mayor Sean McDermott	
Darren Thomas		Solicitor Lisa Pereira	
Norman Engle Jr		Engineer Jessica Rehrig	
Candace Rodrigues		Secretary/Treasurer Tracy Csrenko	
Kara Scott		Chris Bixler, Public Works Supervisor	

Visitors

Approval for

Minutes of January 5, 2026 Council Meeting	Mo	2 nd	MC
General Treasurer's Report dated February 3, 2026 and payment of bills listed.	Mo	2 nd	MC
Sewer Treasurer's Report dated February 3, 2026 and payment of bills listed.	Mo	2 nd	MC
Garbage Treasurer's Report dated February 3, 2026 and payment of bills listed.	Mo	2 nd	MC

Correspondence

Subject	Date	Summary
Minutes	01/20/26	Bowmanstown Authority meeting minutes for review
Minutes	01/27/26	Bowmanstown Planning Commission meeting minutes for review
Audit		Received the close out audit from the resignation of the Treasurer

Solicitor

- 1.

Engineer

1. Benesch reviewed two revisions to the Muffley subdivision plan and provided a letter on January 30, 2026, recommending approval of the final plan to the Borough Council
2. Benesch submitted a request to PennDOT's EPS system to close out the Fireline Road HOP permit for the drainage repair
3. Benesch began designing the Lincoln Avenue Phase 1 project this month and is preparing plans and quantities for the bid package
4. Dave Horst will meet with Scott Confer from PADEP and Chris Bixler for the MS-4 site inspection on February 11th at the borough hall

Unfinished Business

- 1.

New Business

1. Approval to accept the 2025 Exoneration List as submitted by the Tax Collector. Received the Delinquent List for 2025.
2. Received the opening of the Federal Fiscal Year 2026 Community Development Block Grant (CDBG) Program
3. Palmerton Library would like to include the annual fundraiser in the borough's next newsletter

Committee Reports

Fire

1. Submitted the Eligibility list for Act 172 Fire Tax Credit for approval
2. Received the Financial Statement as of December 31, 2025
3. Received the Fire Chief's report for January 2026

Law

1. Snow ordinance - Parking

Personnel

1. Hire of full-time employee
2. Stand by snow plow drivers
3. Line item pay for snow plow drivers
4. Part-time office help
5. Pay out Devon for his remaining vacation 5 days and PTO 4 days
6. Employee handbook review (*added in the draft handbook, President's Day as a paid holiday?*)

Budget & Finance

1. Received \$602.70 from Local Realty Transfer Tax for December 2025

Property & Special

- 1.

Sewer, Sanitation, & Water Liaison

1. Payment Application #2 submitted by MGK Industries, Inc on 12/19/2025 in the amount of \$193,280.80 for the chlorine contact tank project
2. Quotes for relocating and repairing the influent valves for screener
3. Contractor for the wastewater treatment plant
4. Discussion on #1 reed bed clean out

Streets

1. Designating of snow emergency routes
2. New Truck cost – bottom line

Mayor

- 1.

Other Business

- 1.

EXECUTIVE SESSION – IN: _____ OUT: _____

Possible action item:

Adjournment Motion _____, 2nd _____ at _____ PM

Pending/Action Items

Law:	Curbing Ordinance
Budget:	Electronics events will be held every other year on the odd year
Property:	Providing equipment storage for fire company trucks
Property:	Garage roof budgeting
Property:	Emergency light batteries
Property:	Green Street playground wall repair
Property:	Borough hall generator and transfer switch
Property:	Concrete pad next to the salt shed
Sewer:	Generator fuel tank gauge, radiator and associated hoses need to be replaced
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:	Replace Verbatim dialer with OmniSite Crystal Ball web-based cellular monitoring device
Sewer:	CFA-PA Small Water and Sewer Projects (storm sewer, water, or wastewater projects) Deadline April
Streets:	Truck switch out- Spring
Streets:	Collapsed drain pipe off of Fireline Road
Streets:	Multi-Modal Grant for Pine Street
Streets:	Increase salt contract 2027