

# The Borough of Bowmanstown Council Meeting Agenda

**July 1, 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 June 3, 2025 Council Meeting	Mo	2 <sup>nd</sup>	MC
General Treasurer's Report dated July 1, 2025 and payment of bills listed.	Mo	2 <sup>nd</sup>	MC
Sewer Treasurer's Report dated July 1, 2025 and payment of bills listed.	Mo	2 <sup>nd</sup>	MC
Garbage Treasurer's Report dated July 1, 2025 and payment of bills listed.	Mo	2 <sup>nd</sup>	MC

**Correspondence**

Subject	Date	Summary
Audit		Received the Bowmanstown Borough Authority Financial Statement December 31, 2024
Data Center	06/02/25	PennFuture shared a model ordinance for data center uses
Grant	06/05/25	The borough was not awarded the grant from the PA State Historic Preservation Office
Minutes	06/17/25	Bowmanstown Authority June meeting minutes
Pension	06/30/25	Summary of 2023 Excess Interest Award of \$4,937.00 Distribution
Bankruptcy	06/16/25	Motion to modify plan, notice, proposed order, proposed fourth amended plan

**Solicitor**

- 1.

**Engineer**

1. Benesch reviewed the Scheckler Minor Subdivision Plan and provided review comments to the Borough on June 23, 2025
2. Benesch is updating cost estimates for road repairs/replacement on Forge Street, East Mill Street and Pine Street

**Unfinished Business**

1. Request for Proposal Draft for the solar panels in East Penn Township
2. 700 Lehigh Street trailers
3. Trail cameras
4. CDBG Surveys
5. Updated DCED commitment letter needs to be signed by President Leiby for B.A.R.C.'s park grant

**New Business**

1. Vertical Bridge entered into an agreement with Verizon Wireless to exclusively lease, operate and manage the site. They are requesting to deposit the monthly rent directly into the borough's account electronically in place of mailing a paper check

**Committee Reports**

**Fire**

1. Received the Financial Statement as of May 31, 2025

**Law**

- 1.

**Personnel**

1. Chris requested a change to the boot allowance authorizing the purchase of two pair per year
2. Job descriptions
3. Meeting with John Harrison in regard to the Employee Handbook and training
4. Step Program
5. Employee evaluations

**Budget & Finance**

1. Needs list for 2026 Budget – budget meetings
2. Received \$489.43 from the Tax Claim Bureau for May 2025
3. Received \$67.18 from the Magisterial District Court for May 2025

**Property & Special**

1. Authorization to purchase 5 gallon bucket of stain for split rail fence \$230

**Sewer, Sanitation, & Water Liaison**

1. Meeting with St Luke's
2. Flood Insurance Renewal Quote \$5,907.57 up from last year of \$4,749.85
3. Quote to add Weir plate at a cost of \$3,500 from WG Malden
4. Chlorine Contact Tank

**Streets**

1. Water tank for pressure washer / watering grass seed etc. as to not cross contamination with weed killer

**Mayor**

- 1.

**Other Business**

- 1.

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