

**The Borough of Bowmanstown Council Meeting Agenda**  
**November 12, 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	

**Visitors**

Mike Spairana, Fire Chief

**Approval for**

Minutes of October 15, 2024 Council Meeting	Mo	2 <sup>nd</sup>	MC
General Treasurer's Report dated November 12, 2024 and payment of bills listed.	Mo	2 <sup>nd</sup>	MC
Sewer Treasurer's Report dated November 12, 2024 and payment of bills listed.	Mo	2 <sup>nd</sup>	MC
Garbage Treasurer's Report dated, November 12 2024 and payment of bills listed.	Mo	2 <sup>nd</sup>	MC

**Correspondence**

Subject	Date	Summary
UGI	10/14/24	308 Ore Street gas service has been red flagged on the Water Heater – Leak on Fuel Line
Minutes	10/15/24	Bowmanstown Water Authority meeting minutes
Donation	10/21/24	Bowman Camp Meeting Association sent in their annual \$100 donation to the borough
Minutes	10/29/24	Bowmanstown Planning Commission meeting minutes
UGI Utility	11/7/24	Periodic attention by the building owner, like plumbing or electrical wiring for general maintenance
Sheriff's Sale	12/11/24	649 Lime Street will be going up for Sheriff's Sale Dec 11, 2024, an invoice has been submitted to the Sheriff's office for money owed to the borough
Solicitor Fees	2025	Solicitor Fees for Fiscal Year 2025
License		Chris' Pesticide License expired would need to receive course credits to renew

**Solicitor**

1. Can the PPL bills for the borough office, the light at the monument, garage lights, baseball field and the lighting for the underground tunnel be included in the tax bill for street lights?

**Engineer**

1. Benesch performed part time construction observation for the Mill Street project, reviewed the payment application, and recommends approval for payment of \$119,771.32 to Bruce George Paving and Excavating. As-built plans will be placed on file at the borough office
2. A paperwork package has been prepared for audit by the PennDOT Municipal Services Representative for the Mill Street project

**Unfinished Business**

1. East Penn Township Zoning Hearing Monday, November 18, 2024 at 6:00 PM in the East Penn Township Community Center

**New Business**

- 1.

**Committee Reports**

**Fire**

1. Permission to apply for the State Wide LSA Grant
2. Fire Company will be demolishing the truck bays to build new portion of the fire house
3. Would like permission to park the fire trucks in the borough garage while construction is being completed
4. Received the Financial Statement as of September 30, 2024

**Law**

- 1.

**Personnel**

1. Employee Handbook Draft
2. Step-Program Draft
3. Employee training and refresher course

**Budget & Finance**

1. 2025 Budget with the healthcare increase of 17.5% and raised the chipper rental for the compost
2. Received \$100.00 from the Magisterial District for September 2024
3. Received \$267.66 from the Tax Claim Bureau for September 2024
4. Received \$4,165.00 from the Local Realty Transfer Tax for September 2024
5. 2025 Estimated Liquid Fuels Allocation is \$32,189.53

**Property & Special**

1. Rob Moyer met with Duane Frable at the tunnel to discuss the type of lights, quote remains the same, motion to approve the proposed lights

**Sewer, Sanitation, & Water Liaison**

1. Chlorine Contact Tank project shortfall

**Streets**

1. Quote for a New Salt Spreader from Humphrey's Hydraulics in the amount of \$5,300.00
2. Truck quote received from Kinley Automotive Group
3. Quotes for a New Wacker/Rammer

**Mayor**

- 1.

**Other Business**

1. Civil Hearing for 722 Mill Street was extended with a new date of December 13, 2024 at 10:30 AM

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

Possible action item:

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

Pending/Action Items

Law:	Curbing Ordinance
Budget:	Calcium chloride melt 1-2 pallets
Budget:	New salt spreader - \$5,000
Budget:	Electronics events will be held every other year on the odd year
Budget:	Account for Engineering fees for street projects
Property:	Solar on East Penn property lease option
Property:	Garage roof budgeting
Property:	Emergency light batteries
Property:	Electrical quotes for portable generator transfer switch installations - October
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
Prince:	Trucks – property use