

# The Borough of Bowmanstown Council Meeting Agenda

## October 7, 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 September 16, 2025 Council Meeting	Mo	2 <sup>nd</sup>	MC
General Treasurer's Report dated October 7, 2025 and payment of bills listed.	Mo	2 <sup>nd</sup>	MC
Sewer Treasurer's Report dated October 7, 2025 and payment of bills listed.	Mo	2 <sup>nd</sup>	MC
Garbage Treasurer's Report dated October 7, 2025 and payment of bills listed.	Mo	2 <sup>nd</sup>	MC

**Correspondence**

Subject	Date	Summary
Donation		Bowman Park Yearly Donation to Bowmanstown Borough of \$100.00

**Solicitor**

- 1.

**Engineer**

1. Benesch submitted the annual MS-4 report for July 1, 2024, to June 30, 2025, electronically to PADEP on September 10, 2025. A copy was submitted to the Borough for the file.

**Unfinished Business**

1. 92 Fireline Road Correspondence in regard to EDU count and charges

**New Business**

1. Borough credit card was connected to Tara's social security number, so the account was closed. There are things that a credit card is needed for, how does council wish to proceed?
2. Emmanuel UCC is closing their doors and auctioning off all contents and the real estate. They would like to see the bell "live on" within the community. With Oliver Solt being a life long member, they would like to display the bell at the Oliver Solt Pavillion, if financially possible for Emmanuel.

**Committee Reports**

**Fire**

1. Received the Fire Chief Report for September 2025
2. Received the Financial Statements as of August 30, 2025

**Law**

- 1.

**Personnel**

1. Seasonal Duty Employment
2. Approval of the Minimum Municipal Obligation (MMO) for the Plan Year of 2026
3. Per Borough Code, a review and reconciliation of cash will need to be performed from January 1<sup>st</sup> through September 19<sup>th</sup> due to Tara's resignation at a cost of \$2,000.00-\$2,500.00

**Budget & Finance**

1. Budget review
2. Received \$1,041.88 from the Tax Claim Bureau for September 2025
3. Received \$319.74 from PURTA (Public Utility Realty Tax Act) for 2024
4. Received \$2,621.50 from the Recorder of Deeds for August 2025
5. Received \$200.00 from the Liquor Control Board
6. Received \$295.82 from the Tax Claim Bureau for August 2025

**Property & Special**

- 1.

**Sewer, Sanitation, & Water Liaison**

1. Authorization to purchase a shed for outdoor refrigeration – quote received from WG Malden for a refrigerated sampler received
2. Authorization to purchase Sewage PS alarm monitoring per quote received from Envirep

**Streets**

1. Authorization to dispose of 2-55 gallon drums of mixed oil with Hazleton Oil & Environmental Inc. (2021 the cost was \$2,303 for the removal and EPA manifest testing)

**Mayor**

1. Mayor intent to perform weddings, at my discretion, upon leaving office

**Other Business**

- 1.

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

**Possible Personnel action item(s):**

**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
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
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:	Collapsed drain pipe off of Fireline Road
Streets:	Multi-Modal Grant for Pine Street