

The Borough of Bowmanstown Council Meeting Agenda
September 2, 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 August 19, 2025 Council Meeting	Mo	2 nd	MC
General Treasurer’s Report dated September 2, 2025 and payment of bills listed.	Mo	2 nd	MC
Sewer Treasurer’s Report dated September 2, 2025 and payment of bills listed.	Mo	2 nd	MC
Garbage Treasurer’s Report dated September 2, 2025 and payment of bills listed.	Mo	2 nd	MC

Correspondence

Subject	Date	Summary
Code		PA Borough Code 2024 Cumulative Supplement
E-cycle		Certificate of Recycling event certifies that 4,613 lbs of electronic waste was collected
Minutes	08/19/25	Bowmanstown Authority August meeting minutes
Letter	08/07/25	Letter sent to 502 White St about brush in the storm drain, resident stopped by office on Aug 14 th and stated she wanted it on record that they did not place it there
CCEDC	08/06/25	Carbon Chamber and Economic Development Corporation is beginning outreach to 23 boroughs and townships in Carbon County with the objective of learning more about the identity of our county and how it relates to economic growth and opportunity
UGI	08/05/25	UGI warning for 520 Ore Street in reference to gas fired equipment did not meet local safety standards
Audit	2024	Received the Borough’s Audit for 2024, copies are in the office

Solicitor

1. Approval for loan documents and ordinance for planned expenditures for the chlorine contact tank

Engineer

1. 231 Mill Street possible damage to the street

Unfinished Business

1. 231 Mill Street; see Authority’s meeting minutes

New Business

1. Spring street sealing 2026

Committee Reports

Fire

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

Law

- 1.

Personnel

1. Employee handbook
2. Job Descriptions

Budget & Finance

1. Received \$3,234.00 from Local Realty Transfer Tax for July 2025
2. Received \$203.91 from Tax Claim Bureau for July 2025
3. 2026 budget planning, 2026 payroll as part of the budget

Property & Special

- 1.

Sewer, Sanitation, & Water Liaison

- 1.

Streets

1. More illegal dumping on Railroad Street, mattress and boxspring
2. Authorize purchase of 10 gallons of stain to finish the split rail fence at a cost of \$440.00

Mayor

1. Trick or Treat

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
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