

The Borough of Bowmanstown Council Meeting Minutes

April 7, 2026

The Bowmanstown Borough Council meeting was called to order by President Pam Leiby at 7:00 PM, members present were Vice-President Wendy Borger, Ben Price, Norman Engle, Jr., Kara Scott, and Mayor Sean McDermott, Asst. Secretary Rebecca Gruber, Solicitor Lisa Pereira, and Engineer Jessica Rehrig. Darren Thomas and Candace Rodrigues were absent.

Visitors

Paul Lupcho -Voiced concerns regarding holes on Pine Street
Phyllis Kreiss -Voiced concerns regarding craters on Mill Street
Rob Moyer -Appointment to Water Authority. Rob questioned whether Council would be scheduling street sweeping for this year. He also stated that Planning Commission is in need of members. They meet the last Tuesday of the month at 7pm. Rob also explained that the Planning Commission is still working on updating the SALDO.
Craig LaBarre w/Portland Contractors -Staying for Executive Session.
Mark Krofchok w/Utility Management Services -Staying for Executive Session
Barry Pointon -Voiced concern over issue with Jules Burgess over incident with trash cans
Jason Sander -Times News and BRCTV13

Approval for

1. **Motion by Norman Engle to approve the minutes of March 17, 2026 Borough Council Meeting, 2nd Kara Scott, AIF-MC**
2. **Motion by Kara Scott to approve the General Treasurer's Report dated April 7, 2026 and payment of the bills listed, 2nd Ben Price, AIF-MC**
3. **Motion by Ben Price to approve the Sewer Treasurer's Report dated April 7, 2026 and payment of the bills listed, 2nd Wendy Borger, AIF-MC**
4. **Motion by Norman Engle to approve the Garbage Treasurer's Report dated April 7, 2026 and payment of the bills listed, 2nd Wendy Borger, AIF-MC**
5. **Motion by Kara Scott to Adopt Resolution 2026-05 Appointing Rebecca S. Gruber as Asst. Secretary/Asst. Treasurer, 2nd Norman Engle, AIF-MC**

Correspondence

Subject	Date	Summary
DEP	03/03/26	Preparedness Prevention & Contingency Plan for 700 Lehigh Street. Deficiencies noted.
Minutes	03/17/26	Bowmanstown Authority March meeting minutes
UGI Gas	03/19/26	Notification of 709 Lincoln gas appliance red-tagged. Without any Property Maintenance Codes, the Borough has no enforcement authority.

Solicitor

1. **Motion by Kara Scott authorizing the Solicitor to start the lien process for unpaid sewer and garbage bills at 501 Ore Street, 2nd Ben Price, AIF-MC.**

Engineer

1. Benesch is preparing to submit for the HOP permit PennDOT for the two (2) ADA ramps at Lincoln Ave. Office to send letter to the owner of residential building on the corner across from the gas station-notice about the ADA ramp work. Fence close to the sidewalk and the right of way line overlaps the sidewalk. Notice going thru with the project.
2. The MS-4 site inspection was completed March 3, 2026 with ADEP and a report was sent to the Borough via email noting annual report-no violations.

Unfinished Business

1. **Motion by Norman Engle to join the Council of Government (COG) at a cost of \$100.00 per year, 2nd Ben Price, AIF-MC.**

New Business

1. **Motion by Kara Scott accepting the resignation of Darren Thomas from council and the Water Authority, 2nd Ben Price, AIF-MC**
2. **Motion by Norman Engle accepting the resignation of Mathew Behler from the Water Authority, 2nd Wendy Borger, AIF-MC**
3. **Motion by Wendy Borger to appoint Rob Moyer to the Water Authority, 2nd Kara Scott, AIF-MC**
4. TRC will be performing engineering and environmental studies for bridge replacement on the PA Turnpike. It will be necessary for employees and/or agents for the commission to enter the properties in this vicinity to obtain information required to complete the surveys and obtain information for permits and reports.

Committee Reports

Fire

1. Received financial statement dated February 28, 2026.
2. Fire Chief Report review.

Law

1. Curbing -Norman reached out to get several ordinances from different towns that do include obstruction within the 2ft area between the curbing and sidewalk. Pam wants to be notified when next meeting is. Lisa wants the info to review it.

Personnel

1. Employee Handbook
2. Schedule Meeting with Attorney John Harrison -Pam Leiby and Attorney Linda Pereira will coordinate

Budget & Finance

1. Received \$1,134.35 from local realty transfer tax for February 2026
2. Received \$346.06 from Tax Claim Bureau for February 2026
-Wendy Borger noted that she's hoping the Sewer budget will be back on track with the changes that were made.

Property & Special

1. Generator & Switch (1st Floor) Quote from Frable & Sons \$1835. Does not include generator. Council decided to table this discussion until a later date.
2. Fix Monument – Norman is going to Walters for the special screw and stated it's an easy fix.
3. **Motion by Kara Scott to rent a portable toilet unit for the Oliver Solt Pavilion from Memorial Day through Labor Day at a cost of \$90.10 per month, 2nd Wendy Borger, AIF-MC**
4. Paint Boro fence -Kara stated meeting with employees to go through a list of what to do. Galvanized paint cost \$19/gallon. Suggested doing one section a year.
5. Emergency Lights in Borough Hall -Price for battery or replace system.

Sewer, Sanitation, & Water Liaison

1. **Motion by Kara Scott to replace the generator battery as recommended by Penn Power Systems at a cost of \$941.62, 2nd Ben Price, AIF-MC.**
2. Received Sewage Inspection report from DEP performed March 18, 2026.
3. Authorization to purchase 12 risers at a cost of \$672 when last purchased. Table until next month.
4. Thoughts in regards to the monthly rent of \$200 paid to the Borough.
5. Discuss sewer plant gate. Craig will have people check it out.
6. Security cameras at the waste water treatment plant. Council discussed the possibility of putting cameras up.

Streets

1. Authorization to purchase four (4) No parallel parking only signs and four (4) handicap parking signs. Signs are old and hard to read. Table until next meeting. Rebecca/Tracy to look up cost for the next meeting.
2. 621 Blose -Water issue is resident's issue, not borough issue.
3. Norm stated that Tracy would be contacted to discuss street sweeping being lined up.

Mayor

1. Rebecca/Tracy to send letter to address with the RV on the street to move it as it has been there for almost a month. Wants to start process to have it moved. Sean was told verbally that the RV would be moved and as of late has not been done so. Sean also expressed concerns over litterbugs in the borough.

Other Business

1. Zoning hearing for 524 White Street conversion into four (4) apartments on April 22nd.

EXECUTIVE SESSION – IN: 8:13PM OUT: 8:50 PM

While in executive session no motions or decisions were made. President Leiby asked if there were any motions to be made now.

Motion by Norman Engle to adjourn the meeting at 8:52 PM, 2nd Kara Scott, AIF-MC

Respectfully submitted by Rebecca S. Gruber, Asst. Secretary