

The Borough of Bowmanstown Council Workshop Meeting Minutes **August 19, 2025**

The Bowmanstown Borough Council meeting was called to order by Vice-President Darren Thomas at 7:00 PM. Members present: Rob Moyer, Kara Scott, Wendy Borger, Mayor Zach Snyder, and Treasurer Tara Takerer. Absent: President Pam Leiby, Candace Rodrigues, and Norman Engle.

Visitors

- TV-13
 - Ben Price
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Approvals

- **Minutes** – A motion was made by **Rob Moyer**, 2nd by **Wendy Borger**, to approve the borough minutes of August 5, 2025. Motion carried.
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 - **Library Grant Support** – A motion was made by **Kara Scott**, 2nd by **Rob Moyer**, to approve the Palmerton Library grant letter of support. Motion carried.
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 - **Bell Tower Restoration** – A motion was made by **Wendy Borger**, 2nd by **Rob Moyer**, to approve the McHose Brother Construction bell tower restoration quote dated January 26, 2025, in the amount of \$14,750.00, contingent upon receipt of the contractor's certificate of insurance prior to the start of work. Motion carried.
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 - **Tapping Fees** – A motion was made by **Rob Moyer**, 2nd by **Wendy Borger**, to invoice the property owner of 92 Fireline Road for two (2) additional tapping fees for boarding rooms added, per Ordinance #98-14. Motion carried.
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Other Business

- **Road Damage (231 Mill Street)** – Chris Bixler provided photographs of possible road damage in front of 231 Mill Street, allegedly caused by a trailer parked at the location. Council authorized the Borough Engineer to inspect the area and determine the extent of the damage, if there is any and provide a report back to Council so it can be addressed accordingly.
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- **Parking Ordinance Question** – Kara Scott questioned whether the trailer, stated above, was in violation of the Borough's Parking Ordinance. Mayor Snyder advised that a written complaint must be submitted before he can address the issue.

- **Camper Complaint (Apple Street)** – Mayor Snyder reported receiving a written complaint regarding a camper located on Apple Street. A letter was sent to the homeowner at 634 Ore Street, requiring removal within 30 days.
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 - **Parking Tickets** – Kara Scott advised that several vehicles were issued tickets on Ore Street, for not moving their vehicles during Weed eradication which was to prepare for the Street Sealing project and why some were ticketed but others, like Barb Eastland & Candace Rodrigue, Tara & Tracy were not ticketed. Mayor Zach advised the all residents were notified to have their vehicles removed so the borough can efficiently get their work completed without delay.
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Budget & Finance

Council reviewed the draft 2026 proposed budget spreadsheet presented by Rob Moyer. The following adjustments and notes were made:

- Increase Account #310.20 (EIT) to \$100,000.00; spreadsheet of year-to-date increases to be provided.
- Increase Account #362.40 (Building/Zoning Permit Income) to \$500.00.
- Increase Account #400.35 (Insurance) by 10%.
- Decrease Account #400.41 (Conferences) to \$3,000.00.
- Add Account #408.00 (Engineer) – Lincoln Avenue expenditures of \$33,000.00.
- Increase Account #409.23 (Heating Fuel) to \$4,200.00.
- Increase Account #411.59 (Workman’s Comp) to \$7,300.00
- Tara will provide a breakdown of 2025 expenses for Account #430.90 (Garage Supplies).
- Rename the Garage Roof Fund to “Maintenance/Garage Roof.”
- Revise Account #430.238 (Work Boots/Jackets) to include PPE.
- Increase Account #436.01 (Storm Sewer/MS4) to \$10,000.00.
- Under Account #451.52 (Baseball Field Supplies), create a sub-account “Park Maintenance” with \$3,000.00 allocated.
- Treasurer Tara Takerer’s request for a wage adjustment will be discussed in Executive Session at the next regular Borough meeting.
- Personnel Committee must review payroll evaluations and proposed pay increases for employees in 2026 so final numbers can be incorporated into the 2026 budget.
- An email has been sent requesting consideration of Tar & Chip work for several streets in 2026.

Adjournment:

A motion was made by Kara Scott, 2nd Rob Moyer to adjourn the Budget Workshop Meeting at 8:23pm, Motion carried.