

The Borough of Bowmanstown Council Meeting Minutes

August 5, 2025

The Bowmanstown Borough Council meeting was called to order by President Pam Leiby at 7:00 PM, members present were Vice-President Darren Thomas, Rob Moyer, Norman Engle, Jr., Wendy Borger, Mayor Zachary Snyder, Secretary Tracy Csrenko, Solicitor Lisa Pereira, and Engineer Jessica Rehrig. Kara Scott and Candace Rodrigues were absent

Visitors

BRCTV13

John Spirk questioned why sidewalks are not being installed when driveways are being put in. As there are numerous driveways going in with the new houses without the sidewalks

Paul Lupcho

Ron Neher, Keystone Consulting Engineer Scheckler Minor Subdivision

Approval for

1. **Motion by Rob Moyer to approve the minutes of July 15, 2025 Borough Council Meeting, 2nd Darren Thomas, AIF-MC.**
2. **Motion by Rob Moyer to approve the General Treasurer’s Report dated August 5, 2025 and payment of the bills listed, 2nd Norman Engle, Jr., AIF-MC.**
3. **Motion by Norman Engle, Jr. to approve the Sewer Treasurer’s Report dated August 5, 2025 and payment of the bills listed, 2nd Darren Thomas, AIF-MC.**
4. **Motion by Rob Moyer to approve the Garbage Treasurer’s Report dated August 5, 2025 and payment of the bills listed, 2nd Darren Thomas, AIF-MC.**

Correspondence

Subject	Date	Summary
Minutes	06/30/25	Palmerton Area Regional Plan Review meeting minutes
Minutes	07/15/25	Water Authority July meeting minutes
Memo	07/16/25	501-503 White Street construction currently taking place
Minutes	07/29/25	Bowmanstown Planning Commission July meeting minutes
Conference	October	PSAB Fall Leadership Conference October 3-5, 2025

Solicitor

1. Nothing to report

Engineer

1. **Motion by Darren Thomas to approve the Scheckler Minor Subdivision Plan under the condition that the final plan meet the requirements of the SALDO as noted by both the borough Engineer and county planning commission, 2nd Rob Moyer, AIF-MC**
2. Benesch is preparing the annual MS-4 report for July 1, 2024 to June 30, 2025
3. Benesch prepared updated cost estimates for road repairs / replacement on Forge Street, East Mill Street, and Pine Street

Unfinished Business

1. Rob Moyer is finalizing the Request for Proposals Solar Development, when finished he will be putting it out for quotes per the minutes of July 1, 2025 council meeting

New Business

1. The Palmerton Library requested a basic letter of support for the Library to use for future grant funding

Committee Reports

Fire

1. Received the Financial Statements as of June 30, 2025
2. The Block Party was a success

Law

1. A meeting will be set up with the committee

Personnel

1. The committee will be setting up a meeting with Solicitor Harrison to discuss the employee handbook
2. Putting together the job descriptions

3. Finishing up the Step Program
4. Per Chris's request for a second pair of boots for this year, council discussed looking for Muck boots strictly for working at the wastewater treatment plant and one pair of work boots for borough work

Budget & Finance

1. Received \$306.97 from the Tax Claim Bureau for June 2025
2. Received \$4,556.51 from the Recorder of Deeds for June 2025
3. Received \$238.86 from the Magisterial District for June 2025
4. A budget has been drafted for the 2026 budget meeting

Property & Special

1. Verification is needed on McHose's quote as to who would be responsible for the leasing of the commercial grade manlift, and council will discuss this at the next meeting

Sewer, Sanitation, & Water Liaison

1. **Motion by Darren Thomas rejecting all bids received July 9, 2025 for the Chlorine Contact Tank Project, 2nd Norman Engle, Jr.**
2. **Motion by Darren Thomas to accept the proposal received from MGK Industries, Inc dated July 29, 2025 for the Chlorine Contact Tank in the amount of \$425,116.00, 2nd Wendy Borger, AIF-MC**
3. **Motion by Darren Thomas authorizing the borrowing of up to \$125,000.00 from 1st Northern Bank and Trust, 2nd Norman Engle, Jr., AIF-MC**
4. Council is requesting more information from Duane Dellecker on how he concluded the EDU count on 92 Fireline Road, to discuss this at the workshop meeting

Streets

1. **Motion by Darren Thomas to purchase a large oil containment platform from New Pig at a cost of \$279.00, 2nd Rob Moyer, AIF-MC**
2. Council is looking into the curbing ordinance and review property owners to repair damaged existing curbs per the curbing ordinance

Mayor

1. A lot of complaints this month
2. There were a bunch of tickets written for people not moving their vehicles during the street work. Mayor Snyder suggests leaving the signs up until they are finished be generous with the number of signs, and post them two days ahead of the project

Other Business

1. Jay Reid's appointment letter for Emergency Management Coordinator has been sent to the County for approval

EXECUTIVE SESSION – IN: 8:03 PM OUT:8:47 PM

While in executive session, not decisions or motions were made

Motion by Darren Thomas to adjourn the meeting at 8:47 PM, 2nd Norman Engle, Jr., AIF-MC

Respectfully submitted by Tracy L Csrenko, Secretary