

The Borough of Bowmanstown Council Meeting Minutes

December 3, 2024

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., Robert Sikorsky, Kara Scott, Secretary Tracy Csrenko, Solicitor James Preston, and Engineer Jessica Rehrig. Candace Rodrigues, and Mayor Zachary Snyder were absent.

EXECUTIVE SESSION – IN: 7:00 PM OUT: 7:14 PM While in executive session no motions or decisions were made

Visitors

Ben Price

Steven & Diane Fatzinger, 307 West Sunset Road, East Penn Township, presented council with some concerns and ideas in regard to the solar field that the borough is proposing for the borough owned property in East Penn Township

Approval for

1. **Motion by Darren Thomas to approve the minutes of November 12, 2024 Borough Council Meeting, 2nd Robert Sikorsky, AIF-MC**
2. **Motion by Rob Moyer to approve the General Treasurer’s Report dated December 3, 2024 and payment of the bills listed, 2nd Darren Thomas, AIF-MC**
3. **Motion by Darren Thomas to approve the Sewer Treasurer’s Report dated December 3, 2024 and payment of the bills listed, 2nd Rob Moyer, AIF-MC**
4. **Motion by Kara Scott to approve the Garbage Treasurer’s Report dated December 3, 2024 and payment of the bills listed, 2nd Norman Engle, Jr., AIF-MC**
5. **Motion by Rob Moyer to adopt the 2025 Budget as advertised, 2nd Robert Sikorsky, AIF-MC**
6. **Motion by Rob Moyer to adopt Resolution 2024-06 Fixing the Tax Rate for the Year 2025, 2nd Darren Thomas, AIF-MC**

Correspondence

Subject	Date	Summary
USDA	11/15/24	Funding solutions available to assist with water, sewer, and storm water projects
Minutes	11/17/24	Water Authority November meeting and adopted 2025 Water Budget
Minutes	11/26/24	Planning Commission November meeting

Solicitor

1. Nothing to report

Engineer

1. Benesch coordinated with Bruce George to finalize the missing documentation from the PennDOT Municipal Services Representative to closeout the Mill Street Project

Unfinished Business

1. Zoning Hearing East Penn Township for the Solar Field continuance Monday, December 9, 2024 at 6:00 PM
2. **Motion by Rob Moyer to proceed to change section 402.21.e and f in the zoning ordinance, Rob Moyer withdrew his motion**

New Business

1. **Motion by Darren Thomas to advertise the 2025 Council Meetings for the first and third Tuesday of each month at 7:00 PM with the exception of November’s meeting being the second Tuesday due to Election Day and Planning Commission meetings to be the last Tuesday of each month at 7:00 PM, 2nd Norman Engle, Jr., AIF-MC**
2. **Motion by Kara Scott to appoint Kirk Summa & Company, LLC Auditing Firm for the 2024 audit, 2nd Rob Moyer, AIF-MC**
3. **Motion by Rob Moyer to appoint Darren Thomas for a 5-year term on the Water Authority Board, 2nd Norman Engle, Jr., AIF-MC**

Committee Reports

Fire

1. Received the Financial Statement as of October 31, 2024
2. Received the Fire Chief’s Report from November 2024

Law

1. Trying to set up a meeting with the committee

Personnel

1. Working on the employee handbook adding carry over hours, and how vacation is approved, committee is requesting feedback
2. Darren is working on the step program, is hoping to have it finalized for the January meeting
3. **Motion by Kara Scott approving 1/2 days for the employees on Christmas Eve and New Year's Eve, 2nd Robert Sikorsky, AIF-MC**
4. **Motion by Darren Thomas to approve a 2% raise for all the employees effective January 1, 2025, 2nd Kara Scott, AIF-MC**
5. **Motion by Darren Thomas to resume Ed's seasonal position, letting him go December 20, 2024 and council will call him as needed, 2nd Norman Engle, Jr., AIF-MC**

Budget & Finance

1. Received \$194.72 State Police Fines and Penalties
2. Received \$291.68 from the Tax Claim Bureau for October 2024

Property & Special

1. **Motion by Norman Engle, Jr. to approve the quote from Frable & Son Electrical Services, LLC to install a panel mount manual transfer switch on the sub-panel for the borough garage in the amount of \$1,095.00, 2nd Rob Moyer, AIF-MC**
2. The light at the monument needs to be replaced

Sewer, Sanitation, & Water Liaison

1. **Motion by Darren Thomas to purchase a new E-1 grinder pump from Site Specific in the amount of \$3,225.00, 2nd Robert Sikorsky, AIF-MC**

Streets

1. In the process of obtaining truck quotes

 Mayor

1. Nothing

 Other Business

1. **Motion by Norman Engle, Jr. to renew Tracy's notary, 2nd Kara Scott, AIF-MC**

 Motion by Kara Scott to adjourn the meeting at 8:32 PM, 2nd Norman Engle, Jr., AIF-MC

Respectfully submitted by Tracy L Csrenko, Secretary