

The Borough of Bowmanstown Council Meeting Minutes

July 1, 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, Kara Scott, Secretary Tracy Csrenko, Solicitor Lisa Pereira, and Engineer Jessica Rehrig. Candace Rodrigues and Mayor Zachary Snyder were absent.

Visitors

BRCTV13
Paul Lupcho
Ben Price

Approval for

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

Correspondence

Subject	Date	Summary
Audit		Received the Bowmanstown Borough Authority Financial Statement December 31, 2024
Data Center	06/02/25	PennFuture shared a model ordinance for data center uses
Grant	06/05/25	The borough was not awarded the grant from the PA State Historic Preservation Office
Minutes	06/17/25	Bowmanstown Authority June meeting minutes
Pension	06/30/25	Summary of 2023 Excess Interest Award of \$4,937.00 Distribution
Bankruptcy	06/16/25	Motion to modify plan, notice, proposed order, proposed fourth amended plan

Solicitor

1. Nothing to report

Engineer

1. Benesch reviewed the Scheckler Minor Subdivision Plan and provided review comments to the Borough on June 23, 2025. The review letter will be forwarded to the applicant
2. Benesch is updating cost estimates for road repairs/replacement on Forge Street, East Mill Street and Pine Street

Unfinished Business

1. **Motion by Rob Moyer for council to authorize Rob to update the draft with the recommendations from the solicitor then share the draft and ask for feedback, and unless there are any radical changes to be made, implement the feedback and send the final request out for proposal, 2nd Darren Thomas, AIF-MC**
2. Continuing to follow up on 700 Lehigh Street trailers
3. **Motion by Norman Engle, Jr. to purchase 2 trail cameras not to exceed \$350.00, 2nd Rob Moyer, AIF-MC**
4. Only received 4 of the CDBG Surveys, the borough needed 100% cooperation
5. President Leiby executed the updated DCED commitment letter for B.A.R.C.’s park grant

New Business

1. Council approved the request by Vertical Bridge to electronically deposit the monthly cell tower rent.

Committee Reports

Fire

1. Received the Financial Statement as of May 31, 2025
2. Discussion on the Radio upgrade cost for the Fire Company

Law

1. Wendy will be replacing Rob Sikorsky as Law Chairperson

Personnel

- 1. The request for a second pair of work boots in a year will be decided by the personnel committee
- 2. Copies of the Job Descriptions were handed out to council for their review and comment by next meeting
- 3. Meeting with John Harrison in regard to the Employee Handbook and training will be scheduled
- 4. Getting closer to finishing the Step Program

Budget & Finance

- 1. Requested a list of needs for the 2026 Budget – budget meetings
- 2. Received \$489.43 from the Tax Claim Bureau for May 2025
- 3. Received \$67.18 from the Magisterial District Court for May 2025

Property & Special

- 1. **Motion by Darren Thomas to purchase a 10-gallon bucket of stain for split rail fence and baseball bleachers not to exceed \$475.00, 2nd Kara Scott, AIF-MC**

Sewer, Sanitation, & Water Liaison

- 1. Meeting with St Luke’s to connect to the sewer system, Mark Bahnick stated the options were open dig or directional drilling, which the highest bid turned in was \$118,000.00, St Luke’s is not willing to pay that, what they would pay is \$100,000.00 and suggested the borough go for a grant to cover the rest. A grant would cost the borough and would not be a benefit to the borough. After speaking with the engineer and solicitor, it is to the point the borough would need to order a cease and desist order, that they cease using the holding tank or connect to the sanitary sewer system. If they do not comply a Notice of Violation could be ordered.
- 2. **Motion by Darren Thomas to accept the quote of \$5,907.57 for Flood Insurance, 2nd Wendy Borger, AIF-MC**
- 3. **Motion by Darren Thomas to accept the quote to add Weir plate at the final discharge tank at a cost of \$3,500.00 from WG Malden, 2nd Rob Moyer, AIF-MC**
- 4. Chlorine Contact Tank to be discussed at the workshop meeting

Streets

- 1. **Motion by Darren Thomas to purchase a water tank for the pressure washer, watering grass seed, etc. not to exceed \$75.00, 2nd Norman Engle, Jr., AIF-MC**
- 2. Curbing is part of the Lincoln Avenue project

Mayor

- 1. Nothing

Other Business

- 1. Emergency Management Coordinator position needs to be filled in order to receive emergency funding from the state – Recommending Jay Reid

EXECUTIVE SESSION – IN: 8:12 PM OUT: 8:35 PM

While in executed session no motions or decisions were made

Motion by Darren Thomas to adjourn the meeting at 8:36 PM, 2nd Norman Engle, Jr., AIF-MC

Respectfully submitted by Tracy L Csrenko, Secretary