

# The Borough of Bowmanstown Council Meeting Minutes

## March 3, 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, Darren Thomas, Ben Price, Norman Engle, Jr., Kara Scott, Secretary/Treasurer Tracy Csrenko, Solicitor Lisa Pereira, and Engineer Jessica Rehrig. Candace Rodrigues and Mayor Sean McDermott were absent.

**Visitors**

Andrew Peki, BRCTV13  
 Beth Ritter-Guth, Times News  
 Phyllis Kreiss

Raine Neal, Palmerton Library Representative thanked council for their continued support of the library. Raine explained the programs available include story time, summer reading, and book clubs which is all open to Bowmanstown residents. The library will be having a summer reading program for the kids again this year and they are looking at July 15<sup>th</sup> and July 22<sup>nd</sup> to be held at the pavilion again. She then presented council with the authorization needed for B.A.R.C. to apply for a Department of Economic and Community Development Greenways, Trails and Recreation Program grant again for a walking trail located on Railroad Street beside the Post Office. Kara Scott stated that the new application would be the same as the 2025 application. **Motion by Norman Engle to allow B.A.R.C. to apply again for the grant adopting Resolution 2026-04, 2<sup>nd</sup> Kara Scott, on a 5-1 vote, D. Thomas-Nay, MC**

Christine Bottcher  
 Rebecca Gruber and Tim Phillips potentials for employment

**Approval for**

1. **Motion by Ben Price to approve the minutes of February 17, 2026 Borough Council Meeting, 2<sup>nd</sup> Darren Thomas, AIF-MC**
2. **Motion by Wendy Borger to approve the General Treasurer’s Report dated March 3, 2026 and payment of the bills listed, 2<sup>nd</sup> Norman Engle, AIF-MC**
3. **Motion by Norman Engle to approve the Sewer Treasurer’s Report dated March 3, 2026 and payment of the bills listed, 2<sup>nd</sup> Darren Thomas, AIF-MC**
4. **Motion by Kara Scott to approve the Garbage Treasurer’s Report dated March 3, 2026 and payment of the bills listed, 2<sup>nd</sup> Ben Price, AIF-MC**

**Correspondence**

| Subject           | Date     | Summary   |
|-------------------|----------|---|
| Conference        | 2026     | PSAB Annual Conference and Exhibition May 31-June 3 * Hershey Lodge   |
| CC Planning       |          | Subdivision and Land Development Review Schedule, Application, Review, and Plan requirements – copy in office           |
| Earned Income Tax | Jan 2026 | Collections, Receipts, and Distributions for January  |
| PSAB              | 02/02/26 | Received the 2026 plaque as a token of appreciation for the continued support of PSAB                                   |
| Communities       | 02/09/26 | Ryan Mackenzie, Representative letting everyone know he and his team are always available to assist with federal issues |
| Minutes           | 02/17/26 | Bowmanstown Authority February meeting  |
| Minutes           | 02/24/26 | Bowmanstown Planning Commission February meeting  |

**Solicitor**

1. Nothing to report

**Engineer**

1. Benesch reviewed the final Muffley subdivision plan at the Borough Hall
2. Benesch continued design and preparation of the plans, specs, and bid package for the Lincoln Avenue Phase I project
3. Due to weather, the MS-4 inspection was rescheduled for March 3<sup>rd</sup>. Dave Horst will meet with Scott Confer from PADEP and Chris Bixler for the MS-4 site inspection at the Borough Hall

**Unfinished Business**

1. Mayor McDermott will be notified to check with the former mayor on where the borough stands with the abandoned vehicle behind 322 White Street that was left by the previous owners

**New Business**

1. **Motion by Kara Scott to allow 92 Fireline Road to utilize the borough's garbage collection, 2<sup>nd</sup> Wendy Borger, AIF-MC**
2. **Motion by Wendy Borger to upgrade the office computers to windows 11, 2<sup>nd</sup> Kara Scott, AIF-MC**

**Committee Reports**

**Fire**

1. Discussion on using the extension of Lime Street as an emergency route
2. Received the Financial Statement as of January 31, 2026

**Law**

1. Committee is working on the curbing ordinance, discussion on separating the curbing ordinance from the sidewalk ordinance.

**Personnel**

1. **Motion by Ben Price to hire Timothy Phillips for the full-time public works position with a starting rate of \$18.00 per hour, 2<sup>nd</sup> Kara Scott, AIF-MC**
2. **Motion by Wendy Borger to hire Rebecca Gruber for the part-time secretary with a starting rate of \$15.00 per hour, 2<sup>nd</sup> Kara Scott, AIF-MC**

**Budget & Finance**

1. Received \$32,360.83 from Liquid Fuels Tax Fund payment on March 2, 2026
2. Received \$1,347.50 from Local Realty Transfer Tax for January 2026
3. Received \$90.22 from Tax Claim Bureau for January 2026

**Property & Special**

1. McHose Bros Construction LLC informed the office they are planning on repairing the bell tower some point in April
2. Obtaining pricing on a generator and switch for the borough hall
3. Emergency light batteries were approved to replace 2 a year
4. Norman will obtain a screw that is needed to fix the plaque on the monument
5. Pricing on port-a-potty for the Oliver Solt Pavilion
6. Committee is suggesting the borough fence get repainted

**Sewer, Sanitation, & Water Liaison**

1. Reported problems with the chlorine contact tank start up
2. Problems with electrical conduit

**Streets**

1. Will revisit renting the line painter for the double yellow on White Street and the crosswalks in June
2. Darren will check with the Authority about putting a concrete pad next to the lean-to at Tri-Valley
3. Chris will get pricing on street sweeping for April

**Mayor**

1. No report

**Other Business**

1. Tracy will be meeting with Tim Schantz, HUB WSA Insurance Thursday, March 5<sup>th</sup> at 10:00 AM to discuss the borough's insurance, Wendy will sit in the meeting with Tracy.

**Motion by Darren Thomas to adjourn the meeting at 8:19 PM, 2<sup>nd</sup> Norman Engle, AIF-MC**

Respectfully submitted by Tracy L Csrenko, Secretary