

## The Borough of Bowmanstown Council Meeting Minutes March 4, 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., Robert Sikorsky, Kara Scott, Candace Rodrigues, and Mayor Zachary Snyder, Secretary Tracy Csrenko, Solicitor Lisa Pereira, and Engineer Jessica Rehrig.

**Visitors**

BRCTV-13  
Phyllis Kreiss  
Paul Lupcho  
Ben Price

Raine Neal, Palmerton Library thanked council for their continued support. She presented to council the different programs and services that the library offers. Palmerton Library is a member of the Lehigh Carbon Library Cooperative. The library would like to bring back the summer reading program for 4-5 weeks.

Raine then requested permission to hold the annual Lion's Club/Fire Company Easter Egg Hunt at the baseball field on Saturday, April 19, 2025 at 4:00 PM. **Motion by Kara Scott to allow the Lion's Club and Fire Company the use of the baseball field from 2:00 – 5:00 PM to hold the annual Easter Egg Hunt, 2<sup>nd</sup> Robert Sikorsky, AIF-MC**

**Approval for**

1. **Motion by Darren Thomas to approve the minutes of February 4, 2025 Borough Council Meeting with the amendment of "garage rear man door" under Property & Special, 2<sup>nd</sup> Rob Moyer, AIF-MC.**
2. **Motion by Darren Thomas to approve the General Treasurer's Report dated March 4, 2025 and payment of the bills listed, 2<sup>nd</sup> Kara Scott, AIF-MC.**
3. **Motion by Rob Moyer to approve the Sewer Treasurer's Report dated March 4, 2025 and payment of the bills listed, 2<sup>nd</sup> Darren Thomas, AIF-MC.**
4. **Motion by Rob Moyer to approve the Garbage Treasurer's Report dated March 4, 2025 and payment of the bills listed, 2<sup>nd</sup> Norman Engle, Jr., AIF-MC.**

**Correspondence**

Subject	Date	Summary
Grant		CFA - PA Small Water and Sewer Projects - Program is Open Now - for storm sewer, water or waste water projects. Deadline April 30, 2025
Blue Ridge		Blue Ridge Fiber upgrade will begin and what can be expected
PSAB	Jan 2025	Received a membership appreciation plaque from PSAB
Minutes	02/18/25	Bowmanstown Water Authority February meeting minutes
CDBG	02/20/25	<b>Motion by Rob Moyer authorizing the engineer to apply for Carbon County FY 2025 Community Development Block Grant Program for a portion of Lincoln Ave, 2<sup>nd</sup> Norman Engle, Jr., AIF-MC</b>
Action Committee	02/20/25	Anyone from council interested in becoming an Action Committee Member for Carbon County, Rob Moyer will contact Brent Green and if needed become a member
PennDOT	02/24/25	Traffic Counting on Municipally Owned Roads
Minutes	02/25/25	Bowmanstown Planning Commission February meeting minutes

**Solicitor**

1. Nothing to report

**Engineer**

1. Benesch prepared the grant application for the Keystone Historic Preservation Construction Grant Program for the Restoration of the Bell Tower on Borough Hall for a requested funding amount of \$19,013.00
2. Benesch will schedule field survey in March for start of engineering design for Lincoln Avenue – Part 1
3. Benesch reviewed the current Borough Operations & Maintenance manual and Stormwater Ordinance and provided information to the streets committee via email

**Unfinished Business**

1. **Motion by Darren Thomas to obtain request for proposals for the solar field lease, 2<sup>nd</sup> Candace Rodrigues, AIF-MC**
2. **Motion by Rob Moyer to hold an electronic recycling event on a weekday from 4:00-6:00 PM, 2<sup>nd</sup> Robert Sikorsky, AIF-MC**

**New Business**

1. Chris Bixler has relinquished his duty as Emergency Management Coordinator effective 02/27/25. Norman Engle will check with the fire company on anyone that might be interested

**Committee Reports**

**Fire**

1. Received the Fire Chief's Report for January 2025
2. Received the Financial Statement as of January 31, 2025

**Law**

1. Working on a rough draft of a curbing ordinance for committee review
2. Burning Ordinance needs some minor tweaks

**Personnel**

1. Discussion on carryover vacation time and how to figure that out. Secretary was instructed to forward the draft handbook to John Harrison, Broughal & DeVito for his review and input
2. Darren Thomas is working on the step program stated that is is almost finished, he still needs to tweak a few items in regard to the office

**Budget & Finance**

1. Insurance renewal will be reviewed at the April meeting, contact the insurance and check about "inflation guard"
2. Received \$32,879.51 Liquid Fuels Tax Fund
3. Received \$3,093.01 from Local Realty Tax Distribution for January 2025
4. Received \$144.80 from Tax Claim Bureau for January 2025

**Property & Special**

1. Council will discuss concreting the other ½ of the salt shed floor at the March workshop meeting

**Sewer, Sanitation, & Water Liaison**

1. Chlorine contact tank will be discussed at the March workshop meeting

**Streets**

1. Darren Thomas stated that the salt order for the 2025-2026 season will remain the same
2. Forge Street 2025 – committee will review and discuss at the March workshop meeting

**Mayor**

1. Nothing to report

**Other Business**

1. No other business

**Motion by Norman Engle, Jr. to adjourn the meeting at 8:15 PM, 2<sup>nd</sup> Kara Scott, AIF-MC**

Respectfully submitted by Tracy L Csrenko, Secretary