

The Borough of Bowmanstown Council Meeting Minutes

November 12, 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, Candace Rodrigues – attended via phone, and Assistant Secretary Tara Takerer; Solicitor James Preston and Engineer Jessica Rehrig. Mayor Zachary Snyder was absent.

Visitors

Mike Spairana, Fire Chief, Mike Spairana III and Jason Reinhard ask permission of Council to apply for LSA Statewide grant in hopes to obtain the additional monies of \$1,070,000.00 needed to complete the new fire house project. Mike also asked Council to consider housing their Fire Trucks, during construction of new fire house, in the Borough Garage. Council & the fire company will come up with a resolution regarding housing the fire trucks when this project begins.

A motion was made by Kara Scott, to approve Resolution #2024-05 authorizing submittal the LSA statewide grant & letter of support; with corrected changes to total costs not to exceed 1.1 million 2nd Robert Sikorsky, AIF-MC.

Phyllis Kreiss ~ inquired about the solar panel zoning hearing at East Penn Township.

Raine Neal ~ asked Council’s permission to close down Lime Street between Ore & Hamilton Street for the community block which will be in July 2025.

A motion was made by Norman Engle to allow Lime Street between Ore & Hamilton to be closed during the block party, which will be held July 12th, 2025, 2nd Rob Sikorsky, Motion carried.

Approval for

1. **Motion by Rob Moyer to approve the minutes of October 15, 2024 Borough Council Meeting, editing the date on the minutes to such, 2nd Kara Scott, AIF-MC.**
2. **Motion by Rob Moyer to approve the General Treasurer’s Report dated November 12, 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 November 12, 2024 and payment of the bills listed, 2nd Kara Scott, AIF-MC.**
4. **Motion by Kara Scott to approve the Garbage Treasurer’s Report dated November 12, 2024 and payment of the bills listed, 2nd Norman Engle, AIF-MC.**

Correspondence

Subject	Date	Summary
UGI	10/14/24	308 Ore Street gas service has been red flagged on the Water Heater – Leak on Fuel Line
Minutes	10/15/24	Bowmanstown Water Authority meeting minutes
Donation	10/21/24	Bowman Camp Meeting Association sent in their annual \$100 donation to the borough
Minutes	10/29/24	Bowmanstown Planning Commission meeting minutes
UGI Utility	11/7/24	Periodic attention by the building owner, like plumbing or electrical wiring for general maintenance
Sheriff’s Sale	12/11/24	649 Lime Street will be going up for Sheriff’s Sale Dec 11, 2024, an invoice has been submitted to the Sheriff’s office for money owed to the borough
Solicitor Fees	2025	Solicitor Fees for Fiscal Year 2025
License		Pesticide License expired would need to receive course credits to renew.

Solicitor

1. Solicitor advised that the borough office lights, the light at the monument, garage lights, baseball field and the lighting for the underground tunnel can be included in the tax mills for street lights. Tara will adjust the Tax Levy accordingly.

Engineer

1. **A motion was made by Darren Thomas, for President, Pam Leiby to execute all documents to close out the Mill Street paving project and pay Bruce George Paving, 2nd Rob Moyer, AIF-MC.**
Benesch performed, part time construction observation for the Mill Street project, reviewed the payment application, and recommends approval for payment of \$119,771.32 to Bruce George Paving and Excavating. As-built plans will be placed on file at the borough office.
2. A paperwork package has been prepared for audit by the PennDOT Municipal Services Representative for the Mill Street project. Tara will contact John Davis to close out the project.

Unfinished Business

1. East Penn Township Zoning Hearing will be held Monday, November 18, 2024 at 6:00 PM in the East Penn Township Community Center.

New Business

1. Nothing to report.

Committee Reports

Fire

1. Received the Financial Statement as of September 30, 2024
2. Fire issues referencing grant was discussed under visitors.
3. Fire Company was overwhelmed with donations received during the Mountain fire and Council & Fire Company extends their gratitude to the community.

Law

1. Robert Sikorsky will be having a committee meeting to discuss curbing information he received.

Personnel

1. Employee Handbook was handed out to all for review. Pam Leiby will provide Tracy with additional information so it can be included in the handbook.
2. Step-Program is still being worked on.
3. Employee training and refresher course will be set up with the Solicitor.

Budget & Finance

1. A motion was made by Norman Engle to approve to advertise the 2025 proposed budget with corrections added, 2nd Rob Moyer, AIF-MC

Only changes from October's budget meeting was adding \$600 to Acct. #426; health care increase of 17.5% and payroll numbers were not finalized, therefore using 3% across the board.

2. Received \$100.00 from the Magisterial District for September 2024
3. Received \$267.66 from the Tax Claim Bureau for September 2024
4. Received \$4,165.00 from the Local Realty Transfer Tax for September 2024
5. 2025 Estimated Liquid Fuels Allocation is \$32,189.53

Property & Special

1. A motion was made by Kara Scott, to authorize Duane Frable to upgrade the tunnel lights at a costs of \$3,068.90, 2nd Norman Engle, AIF-MC

Sewer, Sanitation, & Water Liaison

1. Darren Thomas advised Council that the Chlorine Contact Tank grant project has a shortfall of approximately \$150,000. He explained possible downsizing the project, borrowing monies or finding additional grant funds to help with the additional expenses.

Streets

1. **A motion was made by Kara Scott to purchase a new salt spreader from Humphrey's Hydraulics in the amount of \$5,300.00, 2nd Darren Thomas, AIF-MC.**
2. Truck quote received from Kinley Automotive Group, Chris will obtain other quotes
3. **A motion was made by Darren Thomas, to purchase a new Wacker/Rammer at a costs of \$2,820.00, 2nd Rob Moyer, AIF-MC.**

Mayor

1. No report

Other Business

1. Civil Hearing for 722 Mill Street was extended with a new date of December 13, 2024 at 10:30 AM
2. Meeting with St. Lukes is scheduled for December 3rd at 6pm.

EXECUTIVE SESSION was called at 8:48 pm; exited meeting at 9:16pm. no motions or decisions were made while in executive session.

A motion was made Norman Engle at 9:16pm to adjourn the meeting, 2nd Darren Thomas, AIF-MC

Respectfully submitted by Tara Takerer, Assistant Secretary