

The Borough of Bowmanstown Council Meeting Minutes

October 1, 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, and Mayor Zachary Snyder, Secretary Tracy Csrenko, Solicitor Lisa Pereira, and Engineer Jessica Rehrig.

Visitors

Marlena Blodgett, Times News

Paul Lupcho suggests that council have all residents place their garbage in cans due to animals tearing the garbage apart and leaving it lie around. Pam stated that it is already in the ordinance to do so. Will notify residents via Facebook and the next newsletter

Phyllis Kreiss

Lorraine Neal – BARC and the fire company will be holding a Christmas party on Saturday, December 14, 2024 and all of council is invited

Ben Price

Approval for

1. **Motion by Rob Moyer to approve the minutes of September 3, 2024 Borough Council Meeting, 2nd Candace Rodrigues, AIF-MC.**
2. **Motion by Darren Thomas to approve the minutes of September 17, 2024 Borough Council Meeting, 2nd Rob Moyer, AIF-MC**
3. **Motion by Rob Moyer to approve the General Treasurer’s Report dated October 1, 2024 and payment of the bills listed, 2nd Kara Scott, AIF-MC.**
4. **Motion by Darren Thomas to approve the Sewer Treasurer’s Report dated October 1, 2024 and payment of the bills listed, 2nd Rob Moyer AIF-MC.**
5. **Motion by Kara Scott to approve the Garbage Treasurer’s Report dated October 1, 2024 and payment of the bills listed, 2nd Norman Engle, Jr., AIF-MC.**

Correspondence

Subject	Date	Summary
Minutes	09/17/24	Bowmanstown Authority September meeting
Minutes	09/24/24	Planning Commission September meeting
Zoning	09/27/24	700 Lehigh Street changed names from Gabriel Rubber to Magen Industry LLC

Solicitor

1. Nothing to report

Engineer

1. Benesch reviewed the revised plans and documents for the Ziegenfus Lot Line Adjustment plan and provided an email response that the updates are satisfactory to the Borough Engineer on September 11, 2024
2. Benesch completed the annual MS-4 report and submitted it to PADEP. A copy of the report has been provided to the Borough via email
3. Benesch conducted a preconstruction meeting September 4, 2024 for the Mill Street project and issued notice to proceed to Bruce George Paving. Construction started September 27, 2024 with excavation for the ADA ramps

Unfinished Business

1. No unfinished business to discuss

New Business

1. **Motion by Rob Moyer approving two Planning Commission members to attend an online training through PSAB/PMPEI at a cost of \$50.00, 2nd Darren Thomas, AIF-MC**
2. Zoning ordinance revision of 402.21.e in regards to mobile/manufactured homes was discussed as presented by the Planning Commission September 24, 2024 minutes. Planning Commission will take the concerns and questions back to the Zoning Officer and report back to council next meeting
3. **Motion by Rob Moyer for council to authorize the Bowmanstown Borough Planning Commission to draft a letter to the other municipalities as described in point #2 under old business of the Planning Commission minutes of September 24, 2024, 2nd Robert Sikorsky, AIF-MC**

Committee Reports

Fire

1. Received the Financial Statement as of August 31, 2024

Law

1. Committee needs to meet to discuss a curbing plan

Personnel

1. Personnel committee will sit down and review the employee handbook before submitting to Attorney Harrison to make sure everything is in the handbook; active emergency personnel authorized to leave during work and what to do if a holiday appears on a weekend
2. Step program will be designed in the same format as the step program for the sewer plant operator, Pam will get together with Tara to discuss
3. The solicitor will discuss the situation of the non-employee's access to the borough computer with the personnel specialist in her office to see what is proper and report back to council

Budget & Finance

1. Budget draft meeting October 15, 2024
2. Received State Aid Pension of \$4,868.42
3. Received Volunteer Fire Relief Association of \$4,687.66, will be turned over to the Fire Company
4. Received \$250.00 from the Liquor Control Board
5. Received \$141.94 from Magisterial District for August 2024
6. Received \$1,359.75 from Local Realty Tax for August 2024
7. Received \$554.34 from Tax Claim Bureau for August 2024

Property & Special

1. The lighting quote received from Frable and Son Electrical Services. LLC on April 30, 2024 is still valid, Duane Frable would like to meet with someone from council to review the lights and ensure that he would be doing everything the borough hopes to accomplish
2. Rob Moyer worked on the zoning appeal paperwork for East Penn in regard to the solar panels, further discussion about benefits of the solar panels before submitting the appeal

Sewer, Sanitation, & Water Liaison

1. 730 Lime Street – sewer connection needs to be made
 - a. **Motion by Darren Thomas to allow closure of the road in front of 730 Lime Street October 8th while setting the foundation and again on October 30 while the crane is setting the house on the foundation, 2nd Rob Moyer, AIF_MC**

Streets

1. Street sealing will be scheduled for the week of October 21, 2024, after leaf clean up

Mayor

1. Trick or Treat to be held Saturday, October 26, 2024 between the hours of 6:00 PM – 8:00 PM
2. The mayor and zoning officer will be attending a hearing for the condition of 722 E Mill Street October 11, 2024 at 3:00 PM
3. Graffiti was found in the tunnel is being looked into

Other Business

1. No other business

EXECUTIVE SESSION – IN: 7:59 PM OUT: 8:14 PM

While in executive session no decisions of motions were made

Motion by Norman Engle, Jr. to adjourn the meeting at 8:16 PM, 2nd Kara Scott, AIF-MC

Respectfully submitted by Tracy L Csrenko, Secretary