The Borough of Bowmanstown Council Meeting Minutes
September 1, 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, Robert Sikorksy, Ben Price, Norman Engle, Jr., Kara Scott, Mayor Sean McDermott, Assistant Secretary/Assistant Treasurer Rebecca Gruber, Solicitor Lisa Pereira, and Engineer Jessica Rehrig. Candace Rodrigues was absent.

❑ Visitors

1. Phyllis Kreiss
2. Raine Neal – Information on upcoming events in the Borough
3. Timothy Phillips - Meeting with Council
4. Doug Larsen - Meeting with Council
5. Beth Ritter-Guth – The Times News
6. Kevin Kuntz - Discuss issues/problems with his physical address. Pam contacting Doyle Heffley's office to address the issue. **Motion by Kara Scott for Solicitor to contact the State Representatives to investigate legalities the Borough may have in regard to local mail deliveries of remaining Bowmanstown and not Palmerton, 2nd Norman Engle, Jr., AIF-MC**

❑ Approval for

1. **Motion by Robert Sikorsky to approve the minutes of August 18, 2026 Workshop Meeting, 2nd Ben Price, AIF-MC**
2. **Motion by Norman Engle, Jr., to approve the General Treasurer's Report dated September 1, 2026 and payment of the bills listed, 2nd Kara Scott, AIF-MC**
3. **Motion by Ben Price to approve the Sewer Treasurer's Report dated September 1, 2026 and payment of the bills listed, 2nd Norman Engle, Jr., AIF-MC**
4. **Motion by Norman Engle, Jr., to approve the Garbage Treasurer's Report dated September 1, 2026 and payment of the bills listed, 2nd Kara Scott, AIF-MC**

❑ Correspondence

Subject	Date	Summary
Notification	07/15/26	Certified Letter from Guzek Associates, Inc., regarding the Above Ground Storage Tank
Donation	08/17/26	Received annual $100.00 donation from Bowman Park Camp Association. Thank you letter was sent.
Minutes	08/18/26	Bowmanstown Borough Authority Meeting Minutes
Minutes	08/25/26	Bowmanstown Planning Commission Minutes – **QUESTION FOR SOLICITOR.** What are the requirements to join Planning. Only requirement is that the interested party is a resident of the Borough.
PADEP Pre-Denial Letter	08/31/26	700 Lehigh Street. Permit will be denied if no response received with the proper name change.

❑ Solicitor

1. Ordinance is not a one size fits all. Recommends Planning Commission and Zoning Officer look at conditional use to be added to the zoning ordinance. Have Engineer look at section for service water withdraw. **Motion by Ben Price to send the draft Data Center ordinance to Planning Commission and request review of the dimensional standards, parking, etc., 2nd Kara Scott, AIF-MC**

❑ Engineer

1. Benesch represented Bowmanstown Borough at a local team meeting held at Carbon County Emergency Management Center in Nesquehoning on August 26, 2026. Benesch prepared additional risk assessment paperwork for the Borough's review.
2. Benesch is finalizing the MS-4 annual report for electronic submission to PADEP before September 30, 2026. Permit requires Borough President signature. Current permit expires in 2028.
3. LSA Grant is open and available from September 1, 2026, to November 30, 2026. **Motion by Norman Engle, Jr., to amend the agenda to discuss the LSA Grant, 2nd Kara Scott, AIF-MC.**
4. **Motion by Norman Engle, Jr., to authorize Engineer to put together the application for the LSA Grant for Phase 2 of Lincoln Avenue, 2nd Ben Price, AIF-MC**

- **Unfinished Business**
  1.

- **New Business**
  1.

- **Committee Reports**

Fire

1. Fire Chief's Report for July 2026 and August 2026
2. Received Financial Statement dated July 30, 2026

Law

1. Discussion on handicap signs and annual fees. Solicitor will be looking into the legality of charging for handicap parking spaces since the borough does not have permit parking and anyone with a placard can park in the spaces.
2. Poles for the mail boxes are located in right-of-way

Personnel

1. **Motion by Wendy Borger to approve $200 boot allowance for one (1) pair of work boots per year for the Public Works Employees, 2nd Robert Sikorsky, AIF-MC**
2. Tracking Schedules (Monthly, Quarterly, etc.).
3. **Motion by Kara Scott to approve the MMO (Minimum Municipal Obligation) for the Pension Plan for 2027, 2nd Norman Engle, Jr., AIF-MC**

Budget & Finance

1. Received $1,523.90 from Carbon County Local Realty Transfer Tax for July 2026
2. Received $20.40 from Carbon County Court of Common Pleas Vehicle, Crimes Code and Miscellaneous Income Report
3. Received $638.31 from Carbon County Tax Claim Bureau for July 2026
4. No Workshop Meeting on September 15, 2026

Property & Special

1. **Motion by Norman Engle, Jr., authorizing the purchase of one (1) air purifier for office not to exceed $250.00, 2nd Robert Sikorsky, AIF-MC**

Sewer, Sanitation, & Water Liaison

1. Ben Price met with Tyler from Van Cleef Engineering to research cost of Chlorine Contact Tank to get it squared away. Simplest way is running lines from one tank to the other. Will get back to us with cost for parts.

Streets

1. 330 Craig Street -Dead tree in Borough right-of-way. If it falls, it will take out the wires across the street and the person's home. See pictures. Pam, Wendy and Bob will identify exact location of dead tree.
2. Work orders
3. Leaf pick-up – Start mid-October. Tracy Csrenko to put call out to residents

- **Mayor**
  1. Date for Trick or Treat – Saturday, October 31, 2026 from 6:00PM-8:00PM
  2. Nothing to report on Bell Tower.

- **Other Business**
  1. 2015 Ford F350 has been sold on Municibid in the amount of $20,240. Arrangements for payment and pickup are being made.
  2. BARC Fundraiser at Union Public House in Jim Thorpe on Tuesday, September 22, 2026 from 4:00PM-10:00PM. There will be a basket raffle and also 10% of proceeds will go to BARC

- **Motion by Kara Scott to adjourn the meeting at 9:05PM, 2nd Ben Price, AIF-MC**

Respectfully submitted by Rebecca S. Gruber, Assistant Secretary