

The Borough of Bowmanstown Council Meeting Minutes September 2, 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., Wendy Borger, Kara Scott, Secretary Tracy Csrenko, Solicitor Lisa Pereira, and Engineer Jessica Rehrig. Candace Rodrigues, and Mayor Zachary Snyder were absent.

Visitors

Phyllis Kreiss questioned the status of cleaning up the property at 722 Mill Street, Mayor to follow up. Also, she told council that 529 Fireline Road is a mess
Raine Neal concerned with the UGI warning and asked if there were concerns to the neighbors, council explained that UGI will place a red tag the equipment and turn off the service
Paul Lupcho asked council who follows up on whether permits were obtained or not, Duane Dellecker stated that he relies mostly on complaints
Ben Price

Approval for

1. **Motion by Rob Moyer to approve the minutes of August 19, 2025 Borough Council Meeting, 2nd Darren Thomas, AIF-MC**
2. **Motion by Rob Moyer to approve the General Treasurer’s Report dated September 2, 2025 and payment of the bills listed, 2nd Wendy Borger, AIF-MC**
3. **Motion by Rob Moyer to approve the Sewer Treasurer’s Report dated September 2, 2025 and payment of the bills listed, 2nd Kara Scott, AIF-MC**
4. **Motion by Darren Thomas to approve the Garbage Treasurer’s Report dated September 2, 2025 and payment of the bills listed, 2nd Norman Engle, Jr., AIF-MC**

Correspondence

Subject	Date	Summary
Code		PA Borough Code 2024 Cumulative Supplement
E-cycle		Certificate of Recycling event certifies that 4,613 lbs of electronic waste was collected
Minutes	08/19/25	Bowmanstown Authority August meeting minutes
Letter	08/07/25	Letter sent to 502 White St about brush in the storm drain, resident stopped by office on Aug 14 th and stated she wanted it on record that they did not place it there
CCEDC	08/06/25	Carbon Chamber and Economic Development Corporation is beginning outreach to 23 boroughs and townships in Carbon County with the objective of learning more about the identity of our county and how it relates to economic growth and opportunity
UGI	08/05/25	UGI warning for 520 Ore Street in reference to gas fired equipment did not meet local safety standards
Audit	2024	Received the Borough’s Audit for 2024, copies are in the office

Solicitor

1. **Motion by Darren Thomas authorizing execution of the commitment letter issued by 1st Northern Bank & Trust, 2nd Norman Engle, Jr., AIF-MC**
2. **Motion by Darren Thomas to authorize execution of Resolution 2025-06 to authorize the small borrowing for capital purposes, 2nd Wendy Borger, AIF-MC**

Engineer

1. The engineer was asked to take a look at Mill Street near 231 for possible damage to the street caused by a trailer that is parked there. The marks look consistent with the support for the tongue hitch and the wheel chucks, it is very minor and she does not recommend any corrective action on the street
2. Lincoln Avenue design will be worked on through the winter for work in Spring

Unfinished Business

1. Per the minutes from the Authority meeting August 9th, with a borough crew member entering onto property and used their water while street sealing, Darren reported that it was a misunderstanding because the last time work was being done on Mill Street making road cuts, Darren was in management of 231 Mill until it was sold, and told the crew to use the water from there. He believes the crew was still thinking Darren was still in management and hadn’t changed ownership.

New Business

1. There were some residents concerned that their streets had not been sealed due to the rain. Pam suggested to bring the sealer back in Spring 2026

Committee Reports

Fire

1. Received the Financial Statement as of July 31, 2025

Law

1. Start to review ordinances

Personnel

1. Scheduling a date to review the employee handbook with Solicitor John Harrison
2. Pam completed the job descriptions
3. There is one more item that needs to be added to the step program

Budget & Finance

1. Received \$3,234.00 from Local Realty Transfer Tax for July 2025
2. Received \$203.91 from Tax Claim Bureau for July 2025
3. Meeting September 16th continuing work on the 2026 budget, requesting 2026 payroll numbers
4. Suggestion to price a street sealer

Property & Special

1. Baseball field new storm drain has been placed in, drain line is in and functioning, two lines were connected from the existing drains that came from the ballfield into that line. Now working on the placement of the scoreboard, the steel I-beams are going to be donated by the steel manufacturer, hoping in the next week and a half to have the steel beams in place and concreted in. Still want to do some grading and grass seeding. The association is planning on bringing all the championship games to the field
2. Borough's East Penn Property, the Water Authority property along Cherry Hill, and Spring Street where the mine outflow comes, these properties are grown up with the Japanese knot weed, Rob is requesting the crew to take care of these areas

Sewer, Sanitation, & Water Liaison

1. The chlorine contact tank project is continuing to move forward

Streets

1. There has been more illegal dumping occurring on Railroad Street
2. **Motion by Darren Thomas authorizing the purchase of 10 gallons of stain at a cost of \$440.00, 2nd Kara Scott, AIF-MC**

Mayor

1. No report

Other Business

1. No other business

EXECUTIVE SESSION – IN: 7:51 PM OUT: 8:39 PM

While in executive session no decisions or motions were made

Motion by Norman Engle, Jr. to adjourn the meeting at 8:40 PM, 2nd Darren Thomas, AIF-MC

Respectfully submitted by Tracy L Csrenko, Secretary