

**Bowmanstown Borough Authority**

**December 19, 2023**

**Agenda:**

Meeting called to order by \_\_\_\_\_ at \_\_\_\_\_ PM.

**Authority Attendance:**

Darren Thomas– Chairman	
Joseph Civitella – Vice Chairman	
Mathew Behler – Treasurer	
Chad Everett - Secretary	
Rodney Reeser - Member	
Tara Takerer - Clerk	
Neil Ettinger – Solicitor	
Craig LaBarre – Water Plant Operator	
Mark Bahnick - Engineer	

**Visitors:**


**Approval for:**

Minutes of November 21, 2023 Authority Meeting	Mo	2 <sup>nd</sup>	MC
Water Treasurer’s Report dated December 19, 2023 and payment of bills listed.	Mo	2 <sup>nd</sup>	MC
2024 Budget to be adopted	Mo	2 <sup>nd</sup>	MC
Motion to advertise 2024 Meetings, 3 <sup>rd</sup> Tuesday at 6pm	Mo	2 <sup>nd</sup>	MC

**Solicitor –**

1. Shane Tubbs Agreement of Sale; closing docs, deed & resolution for execution
2. Andrews presented a copy of their State Farm insurance for rental of Authority property near Fireline Hotel – Neal reviewed and Tara advised them that Authority had to be added on page 2 as Additional Insurance and Page 3 requesting a full copy of the renter policy to be reviewed. Awaiting response back from Cheyanne regarding such.

**Engineer –**

- 1.

**Other Business-**

1. Water shut off to 211 Fireline Road on 11/27; RESTORED 12/1
2. Rodney was appointed back to the Authority for 5-year term

**Property/Water Operations –**

1. Water connection/tap was made to 600 Lime St on 11/29
2. Water leak occurred corner of Ore & Forge Street on 12/1/2023 – Bellview repaired; Tier 1 was done; boil water went into effect.
3. DEP notification of CYBER attacks on Scada/Water systems 12/6/2023
4. Winterize Tri-valley water building.

**Correspondence:**

<b><u>Subject:</u></b>	<b><u>Date:</u></b>	<b><u>Summary:</u></b>
Cheyenne Andrew	November 22, 2023	Tara sent letter to Mr. & Mrs. Andrews advising they had until end of Dec to execute Lease, if not executed they must remove all equipment/toys off our lot
Pit Meter Change Outs	Dec	There were several Pit Meters that needed to be changed out from our 2020 Meter Change out program. They were to be excavated in order to change, Pa One Calls were called in and hopefully the last several pit meter change outs will be completed within the month.
Sheriff Sale 536 Ore St	Jan 10, 2024	All lien information and totals will be presented to the Sheriff's office prior to sale.
Water leak spreadsheet	2023	Spreadsheet distributed as FYIs to board members
DEP EPA Method 537 revision	12/6	Sampling guidelines; Craig was emailed regarding such

**Adjournment: Time \_\_\_\_\_ PM**

**Pending List:**

- \* Hydrant replacement to be completed by Craig
- \* Valve on Green & Mill St must be replaced; Craig advised Banko Escav.
- \* Water Inventory needed at Tri-Valley.
- \* New curb stop valve needed at 80 Towhee Drive
- \* 200 Craig Street – House Fire; until either party sells, line will not be split
- \* Work Order created for Crew to maintain the water easement area behind homes off of Craig Street – Stone Ridge Manor Side - keep grass cut, maintained each year
- \* Cut weeds & Grass around all hydrants that homeowners do not volunteer to do – crew has work order