

**TOWNSHIP OF BERN**  
**BERKS COUNTY, PENNSYLVANIA**

January 5, 2026

**SUPERVISORS MEETING**

**SUPERVISORS PRESENT:** Irene Reed, Chairperson  
Brian Eveland, Supervisor  
Jeffrey Thompson, Supervisor  
Dr. Boyd Wagner, Supervisor  
Theresa Stork, Supervisor

**STAFF PRESENT:** Brian Potts, Township Manager  
Diane DeJesus, Secretary/Treasurer  
Keith Mooney, Esquire  
Brett Forry, Chief of Police  
Kevin Conrad, Engineer  
Bradley Pflum, Code Enforcement

**CALL TO ORDER-PLEDGE OF ALLEGIANCE**

Mrs. Reed called the meeting to order at 7:00 p.m.

**CONSENT AGENDA**

Dr. Wagner moved to approve the consent agenda, seconded by Mr. Thompson **YES:** Dr. Wagner, Mr. Eveland, Mrs. Stork, Mr. Thompson and Mrs. Reed. Motion carried.

**FINANCE REPORT**

Balances as of January 5, 2026, General Fund: \$1,701,433.94 State Account: \$389,952.58  
PLGIT: \$78,796.48, Certificate of Deposits: \$627,472.86, Expenses: \$163,210.82.

Treasurer's Report accepted subject to audit.

**PUBLIC COMMENT**

Jeff Thompson, 1039 Cathy Drive, representing the Daniel Boone Coin Club, presented a check to the Police Department in appreciation of their service.

## **ORDINANCES & RESOLUTIONS**

**Discussion / Approval of 2026 Tax Resolution** – Dr. Wagner made a motion to approve the 2026 Tax Resolution, seconded by Mr. Thompson. **YES:** Dr. Wagner, Mr. Eveland, Mrs. Stork, Mr. Thompson and Mrs. Reed. Motion carried.

**Discussion / Approval of Uniform Pension Ordinance** - Mr. Potts stated this is the annual 5% contribution from the officers and chief. Dr. Wagner made a motion to approve the Uniform Pension Ordinance, seconded by Mr. Thompson **YES:** Dr. Wagner, Mr. Eveland, Mrs. Stork, Mr. Thompson and Mrs. Reed. Motion carried.

**Discussion / Approval of Non-Uniform Pension Ordinance** – Mr. Potts noted the state pension auditor recommended this for the Non-Uniform. This ordinance is prepared for a 4% contribution for Non-Uniform. Dr. Wagner made a motion to approve the Non-uniform Pension Ordinance, seconded by Mr. Thompson. **YES:** Dr. Wagner, Mr. Eveland, Mrs. Stork, Mr. Thompson and Mrs. Reed. Motion carried.

**Discussion / Approval of Street Opening Ordinance & Exhibit A** – Mr. Potts stated this was advertised to update the street opening ordinance that is outdated from 1972. It was noted the date of advertisement was December 22, 2025. Dr. Wagner made a motion to approve the Street Opening Ordinance & Exhibit A, seconded by Mr. Thompson. **YES:** Dr. Wagner, Mr. Eveland, Mrs. Stork, Mr. Thompson and Mrs. Reed. Motion carried.

**Discussion / Approval of Street Opening Fee Resolution** – Mr. Potts noted this sets various fee rates for cutting open roads, which we did not have before. Dr. Wagner made a motion to approve the Street Opening Fee Resolution, seconded by Mr. Thompson. **YES:** Dr. Wagner, Mr. Eveland, Mrs. Stork, Mr. Thompson and Mrs. Reed. Motion carried.

**Discussion / Approval to Send Alternative Energy Ordinance to Berks & Bern Planning Commission for Review and Comment** – Mr. Potts stated this is to establish regulations for large scale solar projects, create guidelines for electric car charging and wind power stations. Dr. Wagner made a motion to approve sending Alternative Energy Ordinance to Berks & Bern Planning Commission for review and comment, seconded by Mr. Thompson. **YES:** Dr. Wagner, Mr. Eveland, Mrs. Stork, Mr. Thompson and Mrs. Reed. Motion carried.

## **TOWNSHIP MANAGER**

Supervisors received a copy of the report. Mr. Potts added Berks Nature received a grant and has asked the Township if trees need to be planted in the Township. Possible location could be on the trail and Township campus. Question was asked, what type of trees would be planted? Mr. Potts will find out.

## **PUBLIC SAFETY & SERVICES**

**Muhlenberg Township Fire and Rescue** - Chief Lupco noted for the month of December there were 186 calls for service, 48 were in Bern Township. Conclusion for 2025 there has been 1,994 calls for service. It has been a very busy year and stated it would not be possible without the dedicated group of volunteers.

**Discussion of Knox Box Program** - Mr. Potts explained the Knox Box Program is currently with the Muhlenberg Township Commissioners and we would like to get it back to Bern Township. Mr. Potts proposed having the Bern Township Supervisors as the administrator for the Knox Box Program, which would ultimately be the Township Manager's responsibility on behalf of the Board of Supervisors. Chief Lupco asked for permission to update keys if found that they are outdated. It was agreed; the Fire Department would be able to update keys but will need to communicate to the Township this was done. Question was asked who has keys to the Knox Boxes? Chief Lupco explained that every Knox Box in Bern Township has the same standardized key. The fire department has keys that are locked in the apparatus and require a pin code to access them. Police department also had access to those keys. Dr. Wagner made a motion that the Township Manager be the administrator of the Knox Box program, seconded by Mr. Thompson. **YES:** Dr. Wagner, Mr. Eveland, Mrs. Stork, Mr. Thompson and Mrs. Reed. Motion carried.

**Emergency Medical Services** – Mr. Hinkle reported he only received one (1) report from Northern Berks. Mr. Hinkle also informed Mt. Pleasant and Leesport they could suspend their reporting to us.

**Emergency Management** – Supervisors received a copy of the report. Mr. Hinkle did state that in the report there are certain concerns he wanted the Board to be aware of, that need to be addressed within the next several years.

**Police Department** - Supervisors received a copy of the monthly report along with the 2025 year in review report.

**Police Discussion / Approval of Accept Resignation Letter** - Chief Forry stated the resignation letter from Officer Christian Lengel will be effective January 4, 2026. Mr. Thompson made a motion to accept the resignation letter from Officer Christian Lengel, seconded by Dr. Wagner. **YES:** Dr. Wagner, Mr. Eveland, Mrs. Stork, Mr. Thompson and Mrs. Reed. Motion carried.

**Police Discussion / Approval to Accept \$76,520.56 LSA Grant for Police Vehicle** - Chief Forry stated he had great support from the local representative with the help to write this grant. Because of this grant for a new vehicle, Chief Forry will be taking one of the 4-wheel drive vehicles out of service from the police department and will provide this to the road foreman to replace his vehicle. Mr. Thompson made a motion to accept \$76,520.56 LSA Grant for a Police Vehicle, seconded by Dr. Wagner. **YES:** Dr. Wagner, Mr. Eveland, Mrs. Stork, Mr. Thompson and Mrs. Reed. Motion carried.

**Police Discussion / Approval to Sell 2021 Charger Police Vehicle** - Chief Forry stated with the acquisition of the new Tahoe, he asked for approval to sell the 2021 Charger. Dr. Wagner made a motion to approve the selling of the 2021 Charger, seconded by Mr. Thompson. **YES:** Dr. Wagner, Mr. Eveland, Mrs. Stork, Mr. Thompson and Mrs. Reed. Motion carried.

**Police Discussion / Approval to Purchase Police Vehicle** - Chief Forry is asking for approval to purchase a Dodge Durango. The reason this request is being presented now is because there are no leftover vehicles and there is a 10–12 week lead time on orders. Dr. Wagner made a motion to approve the purchase of the police vehicle, seconded by Mr. Thompson. **YES:** Dr. Wagner, Mr. Eveland, Mrs. Stork, Mr. Thompson and Mrs. Reed. Motion carried.

## **PLANNING/ZONING/CODE ENFORCEMENT**

**Engineer (SSM)** – Supervisors received a copy of report.

### **Planning Commission**

**Discussion / Approval of BCTC Storage Building Municipal Improvements** - Mr. Potts stated Atty. Mooney prepared this agreement and is for your consideration. Dr. Wagner made a motion to approve the BCTC Storage Building Municipal Improvements, seconded by Mr. Thompson. **YES:** Dr. Wagner, Mr. Eveland, Mrs. Stork, Mr. Thompson and Mrs. Reed. Motion carried.

**Discussion / Approval of BCTC Storage Building Stormwater Agreement** – Mr. Potts noted Atty. Mooney also prepared this agreement, for your consideration. Dr. Wagner made a motion to approve the BCTC Storage Building Stormwater Agreement, seconded by Mr. Thompson. **YES:** Dr. Wagner, Mr. Eveland, Mrs. Stork, Mr. Thompson and Mrs. Reed. Motion carried.

**Discussion / Approval of Reading Regional Airport GLPI Hangar Stormwater Agreement** – Atty. Mooney also prepared this agreement, for your consideration. Mr. Thompson made a motion to approve the Reading Regional Airport GLPI Hangar Stormwater Agreement, seconded by Dr. Wagner. **YES:** Dr. Wagner, Mr. Eveland, Mrs. Stork, Mr. Thompson and Mrs. Reed. Motion carried.

**Time Extensions** – Mrs. Reed stated there are no time extensions at this time.

**Code Enforcement** - Supervisors received a copy of the report.

**Discussion of Potential Variances for Riverfront Federal Credit Union Project** –Mr. Potts introduced Mr. Jeff Chelius from Riverfront Federal Credit Union and the engineer Mr. Chuck Frantz from C2C Design Group. They attended the Planning Commission Meeting and had discussion about certain design issues that will require variances. It was recommended they come and talk to the Board of Supervisors. There was a lengthy discussion regarding ingress/egress access points for the potential project. Mr. Frantz stated getting zoning approval is the first step, since the fact that this is a drive-thru use which is not allowed within the zoning district. Mr. Thompson questioned the use of the second lot. At this time there is no intended use for this lot. Mr. Chelius from Riverfront explained the proposed service and convenience of the

drive-thru. Mrs. Reed summarized the general consensus, there is no opposition to the common driveway, no opposition to the drive-thru and there needs to be work on the entrance and exit plan.

### **STORMWATER MANGEMENT**

**MS4 Stormwater Report** – Mr. Potts had nothing to add.

### **ROADS**

The Supervisors have a copy of the report.

**Discussion / Approval of the Pennsylvania 811 Safe Digging Month (PA1 Call)** – Mr. Turner explained this is a letter to be signed that we offer support for the 811 Safe Digging Month which usually happens in April. Mr. Thompson made a motion to approve the signing of the letter to support the Pennsylvania 811 Safe Digging Month, seconded by Dr. Wagner. **YES:** Dr. Wagner, Mr. Eveland, Mrs. Stork, Mr. Thompson and Mrs. Reed. Motion carried.

**Ratification of the Letter of Mutual Consent for the DEP Section 902 Grant** – Mr. Potts stated this is at the request of DEP. This will be our last disbursement request. Mr. Thompson made a motion to approve the ratification of the letter of Mutual Consent for the DEP Section 902 Grant, seconded by Dr. Wagner. **YES:** Dr. Wagner, Mr. Eveland, Mrs. Stork, Mr. Thompson and Mrs. Reed. Motion carried.

### **SEWER/WATER/BERN TOWNSHIP MUNICIPAL AUTHORITY**

Mrs. Reed stated, nothing to report.

**Discussion / Approval of Systems Engineering Fee Schedule** – Mr. Potts explained a new fee schedule was received for this year that needs to be approved. Dr. Wagner made a motion to approve the Systems Engineering Fee Schedule for 2026, seconded by Mr. Thompson. **YES:** Dr. Wagner, Mr. Eveland, Mrs. Stork, Mr. Thompson and Mrs. Reed. Motion carried.

### **SOLID WASTE ADVISORY COMMISSION**

The Supervisors have a copy of the report. It was noted that glass is now accepted for recycling.

### **ADMINISTRATION**

**Discussion / Approval of Ratify the Revised Uniform and Non-Uniform Pension MMO Worksheets** – Mr. Potts explained this is 2025 numbers instead of the 2023 numbers. The Police MMO is increasing and the Non-Uniform MMO is decreasing because of the new numbers. Mr. Thompson made a motion to approval to Ratify the Revised Uniform and Non-Uniform Pension MMO Worksheets, seconded by Dr. Wagner. **YES:** Dr. Wagner, Mr. Eveland, Mrs. Stork, Mr. Thompson and Mrs. Reed. Motion carried.

**Acknowledgement of Conditional Use Application & Set Hearing for February 3, 2026 -**

Mr. Potts stated this will be for the warehouse along West Leesport Road near what will be the new Faller Lane. A Conditional Use Application was submitted to create a building with a height not to exceed 45' but the zoning only allows 35', so they are submitting this application for the additional 10'. Mr. Potts noted that Atty. Mooney stated this hearing would be held at the February 3<sup>rd</sup> meeting.

**Discussion / Approval to Accept Planning Commission Member Resignation** – Mr. Potts noted this resignation comes from Mr. James Dailey. Mr. Dailey had one (1) more year of service but has decided to forgo his last year of service. Dr. Wagner approved to accept the Planning Commission Member Resignation, seconded by Mr. Thompson. **YES:** Dr. Wagner, Mr. Eveland, Mrs. Stork, Mr. Thompson and Mrs. Reed. Motion carried.

**Discussion / Approval to Accept Solid Waste Commission Member Resignation** – Mr. Potts explained this resignation comes from Mr. William Bundy. Mr. Bundy is now an auditor for the Township and cannot hold two positions. Mr. Thompson made a motion to accept Solid Waste Commission Member Resignation, seconded by Dr. Wagner. **YES:** Dr. Wagner, Mr. Eveland, Mrs. Stork, Mr. Thompson and Mrs. Reed. Motion carried.

**Discussion / Approval to Accept Administration Resignation Letter** – Mr. Potts stated this is his resignation as Township Manager effective December 31, 2026. Notice is being made now so a 6-month search for a new successor could be done and have 6 months for training. Mrs. Reed expressed her gratitude to Mr. Potts and shared that since he has been in this position he has transformed the financial situation of the Township during the recession. Mrs. Reed added that during Mr. Pott's time as Manager he has saved the Township \$8,251,649.99 worth of taxpayer's money. Dr. Wagner also expressed his feelings toward Mr. Potts and thanked him for his dedication to the Township. Mr. Thompson made a motion to accept the Administrative Resignation Letter, seconded by Dr. Wagner. **YES:** Dr. Wagner, Mr. Eveland, Mrs. Stork, Mr. Thompson and Mrs. Reed. Motion carried.

**Discussion / Approval to Begin Hiring Process** -Mr. Potts stated this would be for his replacement. Mr. Potts has created a job description and also the advertisement. Mr. Potts will also email the Managers and Secretaries in the County to make them aware of this opening. Mr. Potts asked if the Search Firm that was used in the past should be used again and also recommended possibly advertising in the PSATS– PA Township News magazine, and the PA State Assoc. of Boroughs-PA Borough News hiring platform. Mr. Thompson and Dr. Wagner would like to be on the hiring committee. Mr. Thompson made a motion to begin the hiring process, seconded by Dr. Wagner. **YES:** Dr. Wagner, Mr. Eveland, Mrs. Stork, Mr. Thompson and Mrs. Reed. Motion carried.

**Discussion / Approval of At-Will Employee Salaries** – Mr. Potts recommended a 3% raise to keep in line with both the Road Department and Police Department increases. Dr. Wagner made a motion to approve the increase of the At-Will Employee Salaries, seconded by Mr. Thompson. **YES:** Dr. Wagner, Mr. Eveland, Mrs. Stork, Mr. Thompson and Mrs. Reed. Motion carried.

**Next Meeting-** The next meeting will be held on Tuesday, February 3, 2026, at 7:00 PM at the Bern Township Municipal Building.

**ADJOURNMENT**

The meeting was adjourned at 8:15 PM.

**EXECUTIVE SESSION**

This will be for a discussion of a personnel matter and there will not be any action taken.

Respectfully submitted,

Diane DeJesus, Secretary/Treasurer