

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

October 7, 2025

**SUPERVISORS MEETING**

**SUPERVISORS PRESENT:** Brian Eveland, Supervisor  
Daniel Tobias, Supervisor  
Jeffrey Thompson, Supervisor  
Dr. Boyd Wagner, Supervisor

**STAFF PRESENT:** Brian Potts, Township Manager  
Diane DeJesus, Secretary/Treasurer  
Keith Mooney, Esquire  
Brett Forry, Chief of Police  
Bobby Turner, Road Foreman  
Alex Lupco, Muhlenberg Fire and Rescue  
Kevin Conrad, Engineer  
Bradley Pflum, Code Enforcement

**CALL TO ORDER-PLEDGE OF ALLEGIANCE**

Mr. Thompson called the meeting to order at 7:00 p.m.

**CONSENT AGENDA**

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

**FINANCE REPORT**

Balances as of October 7, 2025, General Fund: \$2,353,884.91, State Account: \$386,779.11  
PLGIT: \$78,253.60, Certificate of Deposits: \$626,156.96, Expenses: \$814,318.48.

Treasurer's Report accepted subject to audit.

**PUBLIC COMMENT**

Louis Shucker, 377 McCoy Lane; Band Book Week was established in 1982. This annual event is to be celebrated October 5-11, sponsored by the American Library Association. This event is to highlight the value of free and open access to information and the freedom to read. This year's theme is "Censorship is so 1984, read for your rights".

Kurt Lowther, 2502 Ventnor Avenue; is the Present of the West Short Civic League HOA. There is a property that was sold located on the corner of Berkley Avenue and Leiscz's Bridge Road. Mr. Lowther is asking for the address to come off of Leiscz's Bridge Road, since Berkley is a private road. Mr. Pflum stated he assigns addresses for new builds, but the final say comes through Berks County, 911 Emergency. Typically, where the driveway comes out is the determined road address. Attny. Mooney suggested that Mr. Lowther reach out to the new property owner concerning the address and explain the details of being a part of the HOA.

Justin Schlottman, 1 Jeffrey Road; Questioned if the money was returned by Greenfields Fire Company that had been given to them. Mr. Potts responded it has not been returned, and they have not dissolved to his knowledge. Mr. Potts explained, Greenfields is still a "fire company" but they are not permitted to respond to fire calls. Until they take a vote to dissolve themselves, all their assets sit. Mr. Potts has researched the laws in Pennsylvania and with the Auditor General concerning this type of situation. They are not required to return the money, but what they are required to do is anything purchased with the foreign fire tax has to go to another relief association. Mr. Potts added the long-range plan for the fire station is for the Township to take control of the building, lease it from the Airport, and apply for a grant for a fire truck by the end of November of this year. Once the grant is approved, purchase a used fire truck and have two (2) paid staff members in the station, so the fire department can grow from there. Longer-range is to purchase a brush truck and have the Emergency Coordinator have his office in that building as well.

## **PUBLIC HEARING**

**Bern Township Comprehensive Plan Update** - Attny. Mooney noted the Comprehensive Plan is a statement of objectives of Bern Township concerning future development. The Comprehensive Plan has been available for public inspection since August. Attny. Mooney ask if anyone had any questions regarding what is believed to be the final version of the Comprehensive Plan. Mrs. Stork asked a question regarding Page 2 under Community Goals and Objectives, regarding land use and housing, with respect to business and residential zoned locations. Attny. Mooney stated that the Comprehensive Plan has no legal force in effect, it is a binding document. The document that will be put into place is the Zoning Ordinance. The Zoning Ordinance will reflect the objectives of the Comprehensive Plan. Every amendment to the Zoning Ordinance requires a public hearing, two (2) advertisements, review by the County Planning Commission, and review of the Township Planning Commission. The law requires Townships must update their Comprehensive Plan every ten (10) years. Mr. Potts added there are no plans at this point to change the zoning map. Mr. Tompson closed the Public Hearing at 7:29 pm.

## **ORDINANCES & RESOLUTIONS**

**Discussion / Approval of Comprehensive Plan Resolution** – Mr. Tricarico reviewed the Comprehensive Plan and wanted to highlight Table 10 which talked about recommended actions for the Board of Supervisors to take action on items identified. Dr. Wagner made a motion to approve the Comprehensive Plan Resolution, seconded by Mr. Tobias. **YES:** Dr. Wagner, Mr. Eveland, Mr. Tobias, and Mr. Thompson. Motion carried.

**Discussion / Approval of Statewide Local Share Account Grant Resolution** - Mr. Potts stated this is required for the fire truck in the amount of \$350,000.00. Mr. Eveland made a motion to approve the Statewide Local Share Account Grant Resolution, seconded by Dr. Wagner. **YES:** Dr. Wagner, Mr. Eveland, Mr. Tobias, and Mr. Thompson. Motion carried.

### **TOWNSHIP MANAGER**

Mr. Potts provided a copy of the report. Mr. Potts added the Township Newsletter has been mailed.

### **PUBLIC SAFETY & SERVICES**

**Muhlenberg Township Fire and Rescue** - Chief Lupco stated for the month of September there were 31 calls for service in Bern Township. As a department we responded to 161 total calls. Eleven (11) members participated in AARP training at the Reading Airport. The Annual Open House will be held on October 11<sup>th</sup> from 11:00 am – 2:00 pm at the Kutztown Road station.

**Emergency Medical Services** – Mr. Hinkle stated he received 1 of 2 reports.

**Emergency Management** – Supervisors received a copy of the report.

**Police Department** - Supervisors received a copy of the report.

**Police Discussion / Approval for 2025 Trick-or-Treat Night, Friday, October 31 from 6 pm to 9 pm** - Chief Forry is asking to approval for the 2025 Trick-or-Treat Night for Friday October 31 from 6pm – 9pm. Mr. Eveland made a motion to approve the 2025 Trick-or-Treat Night for Friday, October 31 from 6pm – 9pm, seconded by Dr. Wagner. **YES:** Dr. Wagner, Mr. Eveland, Mr. Tobias, and Mr. Thompson. Motion carried.

**Police Discussion / Approval to Release Officer from Probation** - Chief Forry is requesting approval to release Officer Jordan Heckman from his 12-month probationary status. Chief Forry wrote a letter and submitted it to the Board to have Officer Heckman on regular status. Dr. Wagner made a motion to approve the release Officer Heckman from probation status, seconded by Mr. Eveland. **YES:** Dr. Wagner, Mr. Eveland, Mr. Tobias, and Mr. Thompson. Motion carried.

**Police Discussion / Approval to Send Police Member to J-NET Conference** – Chief Forry requested the permission to send Administrative Officer Ed Noll to J-NET Conference. The Conference is free, and is a one (1) night hotel stay. Mr. Eveland made a motion to approve Officer Noll to attend J-NET Conference, seconded by Dr. Wagner. **YES:** Dr. Wagner, Mr. Eveland, Mr. Tobias, and Mr. Thompson. Motion carried.

**Police Discussion / Approval of Conditional Offer Letter to Gary Dickson** – Chief Forry is requesting a letter of conditional offer to Gary Dickson. The letter shows the conditional items with one added item, which is the vacancy available if Officer Langel wins his appointment on November 4<sup>th</sup>. Dr. Wagner made a motion to approve the conditional offer letter to Gary

Dickson, seconded by Mr. Eveland. **YES:** Dr. Wagner, Mr. Eveland, Mr. Tobias, and Mr. Thompson. Motion carried.

**Police Discussion /Approval of Fire Police for Kris Kringle Run on December 28, 2025** – Chief Forry is asking for approval for the Fire Police to participate in the Kris Kringle Run on December 28, 2025. Dr. Wagner made a motion to approve the participation of the fire police for December 28, 2025, seconded by Mr. Eveland. **YES:** Dr. Wagner, Mr. Eveland, Mr. Tobias, and Mr. Thompson. Motion carried.

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

**Engineer (SSM)** – Kevin Conrad from Spotts Stevens and McCoy will be attending the next several meetings in place of Kent Morey. The Supervisors received a copy of the report.

### **Planning Commission**

**Discussion / Approval of Berks Career & Technology Center Storage Building Final Land Development Plan** - Mr. Potts stated the Planning Commission recommends the approval of the Berks Career & Technology Storage Building Development plan with additional condition to the review letter by SSM dated September 4, 2025. Plans should be re-reviewed and approved by the Township Fire Marshall. Dr. Wagner made a motion to approve the Berks Career & Technology Center Storage Building Final Land Development plan contingent on the SSM review letter and the Fire Marshall re-review, seconded by Mr. Eveland. **YES:** Dr. Wagner, Mr. Eveland, Mr. Tobias, and Mr. Thompson. Motion carried.

### **Time Extensions**

None

### **Code Enforcement**

Supervisors received a copy of the report. Mr. Pflum is asking for approval for a refund due to an administrative error with Trinity Solar applications. This refund is for two (2) applications with a total amount is \$160.00, the \$80.00 application fees were not deducted from their permit cost. Dr. Wagner made a motion to approve the refund to Trinity Solar, seconded by Mr. Eveland. **YES:** Dr. Wagner, Mr. Eveland, Mr. Tobias, and Mr. Thompson. Motion carried.

## **STORMWATER MANGEMENT**

**MS4 Stormwater Report** – Mr. Potts stated the Township did submit the annual report to DEP before the deadline of last month.

### **ROADS**

The Supervisors have a copy of the report.

Mr. Thompson commended Mr. Turner regarding how he handled the tar issue with a resident. The resident was very complimentary on how Mr. Turner handled this situation.

**Discussion / Approval of Property Damage Release** - Mr. Turner stated this was from an accident on Fairview Drive. A dump truck hauling a trailer flipped over which caused damage to the road. Mr. Turner did calculations and submitted information to the insurance company. Dr. Wagner made a motion to approve the property damage release, seconded by Mr. Eveland. **YES:** Dr. Wagner, Mr. Eveland, Mr. Tobias, and Mr. Thompson. Motion carried.

**Discussion / Approval to Purchase Dump Truck** - Mr. Turner stated the specs were received from Berman Freightliner and E.M. Kutz. This is to replace the 2002 dump truck. The cost for the new dump truck, including the chassis, body, plow and salt spreader is \$206,514.84. This cost will come from the Equipment Escrow Fund. Mr. Eveland made a motion to approve the purchase of the dump truck, seconded by Dr. Wagner. **YES:** Dr. Wagner, Mr. Eveland, Mr. Tobias, and Mr. Thompson. Motion carried.

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

Kurt Lowther wanted to Thank the authority for fixing of the fire hydrant located at Mitchell Road and Leisz's Bridge Road.

### **SOLID WASTE ADVISORY COMMISSION**

The Supervisors have a copy of the report. Mr. Potts did note on January 2, 2026, that glass will start to be collected with the recycling.

### **ADMINISTRATION**

**Discussion / Approval of Leave of Absence Policy** - Mr. Potts stated this to cover staff and police members. It was found out that through our insurance broker that if we are on Workman's Comp or disability, we are no longer applicable for the health insurance program. The Township has to establish a leave of absence policy, so that our members remain covered. Mr. Potts stated that there is no cost to establish this policy, and there are no recurring costs, only cost would be to continue to pay the health care benefits while an employee would be on disability or Workman's Compensation. Mr. Eveland made a motion to approve the leave of absence policy, seconded by Dr. Wagner. **YES:** Dr. Wagner, Mr. Eveland, Mr. Tobias, and Mr. Thompson. Motion carried.

**Discussion / Approval of CD Reinvestment** – Mr. Potts noted that the small CD matures on October 21, 2025, unless the Board has any objections, we will investigate the normal institutions to get rates who offers the best rate. Currently the CD is with Riverfront Credit Union at 4.75 %.

**Discussion / Approval to Appoint Keith Hoover to the Agricultural Preservation Board** – Mr. Potts stated Mrs. Reed has spoken with Mr. Hoover and he is willing to join the Agricultural Board. He is the son of Elam Hoover who was previously on the board. Dr. Wagner made a

motion to approve the appointment of Keith Hoover to the Agricultural Preservation Board, seconded by Mr. Eveland. **YES:** Dr. Wagner, Mr. Eveland, Mr. Tobias, and Mr. Thompson. Motion carried.

**Discussion / Approval to Appoint Jeff Thompson to the Agricultural Preservation Board** – Mr. Potts stated Mr. Thompson will also be joining the Agricultural Preservation Board. Dr. Wanger made a motion to approval the appointment of Jeff Thompson to the Agricultural Preservation Board. **YES:** Dr. Wagner, Mr. Eveland, Mr. Tobias, and Mr. Thompson. Motion carried.

**Discussion / Approval to Accept Resignation of BTMA Board Member** – Mr. Potts stated Danielle Pappas's term expires at the end of this year, December 31, 2025. Ms. Pappas has decided not to continue her term next year. Dr. Wagner made a motion to accept the Resignation of BMTA Board Member, seconded by Mr. Eveland. **YES:** Dr. Wagner, Mr. Eveland, Mr. Tobias, and Mr. Thompson. Motion carried.

**Discussion / Approval of the Animal Rescue League Memorandum of Understanding** – Mr. Potts noted for the last several years we have had an agreement with the Animal Rescue League to serve our Township. The ARL has kept statistics, and for the \$13,000.00 that the Township pays for this program the statistics do not show support for this program. By using the Memorandum of Understanding program, ARL will service 15 dogs at \$300.00 apiece. The Township has to have a program in place to handle dog issues but not required to have a program in place for cats. Mr. Potts is proposing instead of the \$13,000.00 that we were paying, the Memorandum of Understanding program would cost \$6,500.00, cutting our expenses in half. For cat issues the ARL has a trap, neuter and release program of \$50.00 per cat. Mr. Potts is also recommending depositing enough funds for 40 cats, which would be \$2,000.00, which is a total of \$6,5000.00. This amount would be in a fund with ARL for Bern Township. Residents will have to physically take the cat(s) to ARL, but this offers something to the residents for the cat population. The funds will remain there until they are exhausted. Mr. Eveland made a motion to approve the Animal Rescue League Memorandum of Understanding, seconded by Dr. Wagner. **YES:** Dr. Wagner, Mr. Eveland, Mr. Tobias, and Mr. Thompson. Motion carried.

**Discussion / Approval of St. Joseph Public Safety Cooperation Agreement** – Mr. Potts is looking for the approval of a 1-year extension agreement to the one that already exists, which would be a 3% increase. Dr. Wagner made a motion to approve the St. Joseph Public Safety Cooperation Agreement, seconded by Mr. Eveland. **YES:** Dr. Wagner, Mr. Eveland, Mr. Tobias, and Mr. Thompson. Motion carried.

**Next Meeting-** The next meeting will be held on Monday, November 3, 2025, at 7:00 PM at the Bern Township Municipal Building.

### **EXECUTIVE SESSION**

Discussion of Personnel Matter & Take Possible Action on a Grievance.

**TEAMSTERS UNION GRIEVANCE** – Dr. Wagner made a motion to make a counteroffer to the Teamsters regarding the grievance that was filed, seconded by Mr. Tobias. **YES:** Dr. Wagner, Mr. Eveland, Mr. Tobias, and Mr. Thompson. Motion carried.

**ADJOURNMENT**

The meeting was adjourned at 7:55 PM.

Respectfully submitted,

Diane DeJesus, Secretary/Treasurer