

BERN TOWNSHIP MUNICIPAL AUTHORITY
Meeting Minutes
Regular Meeting of Bern Township Municipal Authority
November 19, 2025

ATTENDEES: Jay Field, Treasurer; Fred Gurman, Chairman; Irene Reed, Secretary; Danielle Pappas, Asst. Secretary; Gloria Heffner, Asst. Treasurer; Solicitor, Daniel Becker, Kozloff Stoudt; Kevin Conrad, Engineer, SSM Group

The meeting was called to order by Mr. Gurman, Chairman at 11:00 AM.

AGENDA AMENDMENTS: None.

EXECUTIVE SESSION: None.

PUBLIC COMMENT: None.

MINUTES OF OCTOBER 22ND, 2025: Ms. Reed made a motion to approve the monthly minutes of the October 22nd, 2025 Meeting. Seconded by Ms. Pappas. Motion Carried. Ms. Heffner Abstained.

SECRETARY'S REPORT: None.

TREASURER'S REPORT: Mr. Field presented the water bill list for November in the amount of \$51,925.56 consisting of \$37,540.00 to WBWA; and \$9,405.86 to RAWA.

Mr. Field made a motion to pay the November water bills as presented. Seconded by Ms. Reed. **VOTE:** Yes – Mr. Field, Ms. Heffner, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

Mr. Field presented the sewer bill list for November in the amount of \$38,349.26 consisting of \$7,181.40 to JG Environmental for quoted yearly cleaning of all pump stations; \$1,755.00 to Axiom to clear 2 clogs at PS#7; \$8,345.00 to SSM, of which \$804.50 will be reimbursed by developers; \$2,257.32 to Miller Environmental which includes the normal contracted maintenance and 12 call outs; \$6,724.75 to Kozloff Stoudt of which \$2,861.50 will be reimbursed by developers; \$3,445.00 to Ditchcreek Utility Services for televising of Stinson Drive and flagging; and \$3,307.00 to LBA for the quarterly T&T.

Mr. Field made a motion to pay the November sewer bills as presented. Seconded by Ms. Pappas. **VOTE:** Yes – Mr. Field, Ms. Heffner, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

Sewer Loan Balance – Mr. Field reported that the Sewer loan has been paid off, the balance that was stated last month of \$88,562.75 did not include the November 1st payment. The payoff amount was \$112,076.31.

Budget vs Actual – Both water and sewer have profits so far for the year.

FINANCE COMMITTEE: A sewer CD is coming due in late November. Rates so far have been 3.0 to 3.5%, Mr. Field will wait till the Tues. after Thanksgiving to see what the rates will be at LPL. Mr. Field would like to reinvest \$240,000 at the best possible rate for 1 yr.

Mr. Field made a motion to reinvest the Bank of America sewer CD, coming due on Thanksgiving, at the best rate possible on a 1 yr. CD for \$240,000. Seconded by Ms. Heffner. **VOTE:** Yes – Mr. Field, Ms. Heffner, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

PROJECT COMMITTEE: RRAA – Tenant Advisory Committee Report – The Airport is continuing to plan for upgrades to the sewer plant including pumps and a meter data log upgrade.

PERSONNEL: None

ENGINEER: Pump Stations Update – A final quote for 2 Gantry Cranes including set up at both PS#7 & 8 is \$8,800.

Ms. Reed made a motion to purchase 2 Gantry Cranes at a cost of \$4,400 each and the cost of wood to roll them on. Seconded by Ms. Pappas. **VOTE:** Yes – Mr. Field, Ms. Heffner, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

Pump Station 7 – The wet well has been constantly filled with industrial rags. The Engineer suggested finding out who is causing the rags by having Ditchcreek televise the sewer laterals of 7 to 8 businesses that send their flows to PS#7. The Quote for one day is \$3,500 which includes flagging. The Engineer believes it would take 2 days to do all the laterals.

Ms. Reed made a motion to accept Ditchcreek's bid of \$3,500 per day at a maximum of 2 days to televise the laterals of businesses that send their flow to PS#7. Seconded by Ms. Pappas. **VOTE:** Yes – Mr. Field, Ms. Heffner, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

C&B Development Project – They are moving on with the plan to build behind G&T.

Penske District Services Facility (Hartman South) – None.

Penske Truck & Collision Repair Center – None.

Reitnouer Property on Stinson – None.

Bernville Business Center – None.

High Billed Usage vs. Usage Billed – No word was received from the leak detector or Mr. Scholl.

Stinson Dr. depressed manhole – Bids will be open Dec. 12th which is before the next meeting. The project will not start until March so the paving will be done soon after the project is completed.

RRAA Billing – Mr. Tempesco sent an email with an explanation as to the problem with the BTMA billing and that the inflow reads would be used temporarily. The email seemed to say that BTMA should pay the bill as is and an adjustment would be made next quarter.

After some discussion, the Board wants to pay what is owed the current quarter based on the inflow reads to the airport since that is what the airport will use next quarter. The Office Admin. will recalculate the bill based on the inflow numbers.

Mr. Gurman made a motion to pay the Airports latest bill based with the inflow reads that the Engineer provided. Seconded by Ms. Reed. Motion Carried.

SOLICITOR'S REPORT: LBA Agreement – LBA has returned the BTMA agreement with their comments, the Solicitor will forward the agreement to the BTMA Board with the highlighted changes made by LBA.

Penske District Services Facility (Hartman South) – Some minor changes were made to some of the agreements by Scattered Acres' attorney, the final copies should be signed soon.

RRAA – A previous draft of an MOU agreement is being revised with only the Airport and BTMA being the two parties involved. The end result would be a final agreement.

Drogo Lot – The lot on Leisz's Bridge Rd. owned by Mr. Drogo had a Sewer EDU paid for but no lateral was ever installed nor a home built on the property. The EDU gets sold with the land which was purchased by Berks Homes. Berks Homes had sent a check for the EDU, the office staff will notify Berks Homes that the check will not be cashed.

OLD BUSINESS: Diversified Technology Customer Action Center – This link on the Township’s website would be accessed by BTMA customers to review and pay their bill either with a credit card (\$3.00 fee) or a payment from a checking or savings account (\$1.50 fee). This service would be at no cost for BTMA and would mainly be for the customer’s benefit.

The Merchant Agreement was not emailed to BTMA as of yet, Office Admin. will email the company again to request it and to ask who would set up the link on the Township’s webpage. There will be more discussion as questions are answered and the agreement is reviewed,

NEW BUSINESS: Acct 34 – Customer requested a reversal of \$6.50 late fee as he did not receive his bill until 10/27, two days after the due date. Customer paid the bill the next day and in the past has always paid on time.

Ms. Reed made a motion to reverse the \$6.50 late fee for acct. 34. Seconded by Ms. Pappas. **VOTE:** Yes – Mr. Field, Ms. Heffner, Mr. Gurman, Ms. Reed, Ms. Pappas. Motion Carried.

2026 Meeting Calendar – The meetings remain the same as previous years, the 4th Weds. of the month at 11AM except in Nov. and Dec., when it is one week earlier.

Ms. Reed made a motion to accept the 2026 BTMA Board Meeting Date Schedule. Seconded by Ms. Pappas. Motion Carried.

Ms. Reed made a motion to adjourn the meeting at 12:44 PM. Seconded by Ms. Pappas. Motion Carried.

Respectfully Submitted,

Irene Reed, Secretary