

BERN TOWNSHIP MUNICIPAL AUTHORITY  
Meeting Minutes  
Regular Meeting of Bern Township Municipal Authority  
December 17, 2025

**ATTENDEES:** Jay Field, Treasurer; Fred Gurman, Chairman; Irene Reed, 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:** The Board went into an Executive Session at 11:00 AM and the meeting resumed at 11:03 AM.

*Mr. Gurman made a motion to give 3% pay increases to the 4 staff members for 2026.* Seconded by Ms. Heffner. **VOTE:** Yes – Mr. Field, Ms. Heffner, Mr. Gurman, Ms. Reed. Motion Carried.

**PUBLIC COMMENT:** None.

**MINUTES OF NOVEMBER 19TH, 2025:** *Ms. Reed made a motion to approve the monthly minutes of the November 19<sup>th</sup>, 2025 Meeting.* Seconded by Mr. Field. Motion Carried.

**SECRETARY'S REPORT:** None.

**TREASURER'S REPORT:** Mr. Field presented the water bill list for December in the amount of \$55,525.84 consisting of \$44,330.15 to WBWA; and \$6,403.75 to RAWA.

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

Mr. Field presented the sewer bill list for December in the amount of \$55,198.75 consisting of \$3,967.05 to GenServe for PS#4 coolant leak and PS#8 replacement of thermostat and water pump; \$5,031.05 to SSM; \$1,910.52 to Miller Environ. which includes the contracted maint. and 6 call outs; \$27,284.86 to RRAA for the 4<sup>th</sup> qtr. billing; and \$10,770.66 to Berks Co. for the quarterly T&T.

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

**FINANCE COMMITTEE:** CD Investment – Mr. Field reported that a sewer CD came due on Thanksgiving Day and made \$10,172.05 interest. The sewer CD was reinvested with LPL at Bank of America for \$240,000 at 3.75% for 1 year.

Total interest received on CDs in 2025 is \$46,146.61 from sewer, and \$34,839.88 from water, for a total of \$80,986.49.

2026 Review of staff pay rates – See Executive Session

**PROJECT COMMITTEE:** RRAA – Tenant Advisory Committee Report – The Airport is continuing to plan for upgrades to the sewer plant and terminal renovations next year. One upgrade mentioned was a data log and a flow meter which RRAA is waiting to replace until they decide which flow meter, the inflow meter or the outflow meter.

**PERSONNEL:** None

**ENGINEER:** Pump Stations Update – The cranes have been ordered for PS#7 & 8. No delivery date was given.

Pump Station 1 - The starter motor was bad, and will be replaced. The motors are hard to find, so it may be a while until a replacement is found.

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 opened Dec. 12<sup>th</sup> with the lowest bidder being Barrasso Excavation at \$58,020.00. SSM recommends awarding the project to Barrasso, who previously built PS#7 & PS #8. The project should begin sometime in March 2026.

Ms. Reed made a motion to award Barrasso Excavation with the bid of \$58,020.00 for the Stinson Drive Sanitary Sewer Replacement. Seconded by Ms. Heffner. Motion Carried.

RRAA Billing – Office Admin. recalculated the bill based on the inflow numbers and paid the 4<sup>th</sup> Qtr. Bill.

Pump Station Blocks - Ditchcreek televised the sewer laterals of 7 to 8 businesses and found heavy ragging in the lateral of one customer. The Engineer and Mr. Gurman will be setting up a meeting with that customer to show & discuss the televised video.

**SOLICITOR'S REPORT:** LBA Agreement – All changes have been made and agreed upon. The agreement is in the processed of being finalized and will be ready to sign at the next meeting.

Penske District Services Facility (Hartman South) – The final copies of all documents, including the sewer easement agreement, bill of sale and assignment of easement agreement should be ready to sign by the next meeting.

RRAA Agreement – Nothing new to report.

**OLD BUSINESS:** Diversified Technology Customer Action Center – The Merchant Agreement was received and forwarded to the Solicitor right before the meeting. This will be discussed at a future meeting.

**NEW BUSINESS:** Acct 22 – The customer is requesting a 6 mo. review for purchasing another EDU. The sub meter was not working properly for years and has now been replaced, which should lower his usage. The board agreed to the 6 mo. review.

Water Main Break – A water main break occurred on December 4<sup>th</sup>, 2025 in the field next to Windlock on Leiscz's Bridge Rd. Empire Services was called to repair the break which included digging up the road and repairing it.

Mr. Gurman made a motion to adjourn the meeting at 12:22 PM. Seconded by Ms. Reed. Motion Carried.

Respectfully Submitted,

Irene Reed, Secretary