

BERN TOWNSHIP MUNICIPAL AUTHORITY

Meeting Minutes

Regular Meeting of Bern Township Municipal Authority

April 22, 2026

ATTENDEES: Jay Field, Treasurer; Fred Gurman, Chairman; Irene Reed, Secretary; Gloria Heffner, Asst. Treasurer; Alice Hinkle, Assistant Secretary; 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: Ms. Hinkle made a motion to discuss a RFP for Scope of Services under Old Business.

EXECUTIVE SESSION: None.

PUBLIC COMMENT: None.

MINUTES OF MARCH 25TH, 2026:

Mr. Field made a motion to approve the monthly minutes of the March 25th, 2026 meeting. Seconded by Ms. Hinkle. Motion Carried.

SECRETARY'S REPORT: None.

TREASURER'S REPORT: Mr. Field presented the water bill list for April in the amount of \$55,424.15 consisting of \$41,215.00 to WBWA; \$3,748.20 to Pirma for various insurances; and \$6,188.78 to RAWA.

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

Mr. Field presented the sewer bill list for April in the amount of \$68,432.91 consisting of \$10,457.69 to SSM of which \$1,985.00 will be reimbursed by developers; \$4,553.82 to Kozloff Stoudt; \$5,400.00 to Barrasso Excavation for the Stinson Rd Project; \$8,745.80 to Pirma for various insurances; and \$32,253.31 to RRAA for the qtrly. T&T.

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

FINANCE COMMITTEE: CD Renewal – 2 CD's will come due before the next meeting, one for sewer and one for Water.

Mr. Field made a motion to buy a \$240,000 CD for sewer and a \$240,000 CD for water at the best rate available for a term of 11 to 15 months. Seconded by Ms. Heffner. VOTE: Yes – Mr. Field, Ms. Heffner, Mr. Gurman, Ms. Reed, Ms. Hinkle. Motion Carried.

PROJECT COMMITTEE: RRAA – Bi-Monthly Meeting – None.

PERSONNEL: None.

ENGINEER: Pump Stations Update – The cranes are scheduled for delivery the end of April.

Penske District Services Facility (Hartman South) – None

Penske Truck & Collision Repair Center – None.

Bernville Business Center – None.

High Billed Usage vs. Usage Billed – None.

Miller Agreement – The agreement should be ready to be signed at the May meeting.

Stinson Road Project – The project has been delayed due to work backup and the weather. Payment application #1 for \$5400 needs approval.

Mr. Gurman made a motion to approve payment #1 for the Stinson Rd. Project. Seconded by Ms. Reed. VOTE: Yes – Mr. Field, Ms. Heffner, Mr. Gurman, Ms. Reed, Ms. Hinkle. Motion Carried.

Review of tapping fee rate – the quote for reviewing the tapping fee rate for sewer is \$3,500.

Ms. Heffner made a motion to hire SSM to recalculate the sewer tapping fee for \$3,500. Second by Ms. Reed. VOTE: Yes – Mr. Field, Ms. Heffner, Mr. Gurman, Ms. Reed, Ms. Hinkle. Motion Carried.

SOLICITOR’S REPORT: Penske District Services Facility (Hartman South) & Penn State Health’s Pump Station – Resolution 2026-2 includes the Easements, Bill of Sale and the Dedication of the Hospital’s Collection System.

Ms. Heffner made a motion to approve and authorize the signing of Resolution 2026-2 which includes the Easements, Bill of Sale and the Dedication of the Hospital’s Collection System with the condition of the final copy of the Bill of Sale be signed. Seconded by Mr. Field. VOTE: Yes – Mr. Field, Ms. Heffner, Mr. Gurman, Ms. Reed, Ms. Hinkle. Motion Carried.

There was continued discussion on how and when to bill the Hospital for sewer. The next bill would be July if BTMA continues to follow the Airports billing of quarterly invoices. If BTMA wants to bill monthly, the first bill to the hospital would be month of April. Since BTMA wants the hospital to approve of the billing process, a manual bill will be needed for the next meeting with the Hospital.

It was decided to use the same rates BTMA charges all their customers at least for the first billing. A rate study was suggested since up to this point, BTMA has never had a bulk sewer customer. The pump station will be called PS#9 and reads will be needed as soon as possible for the April billing.

Ms. Hinkle made a motion to authorize SSM for a professional services quote for a sewer rate study. Seconded by Ms. Reed. Motion Carried.

RRAA Agreement – A meeting between BTMA and the airport is needed to finalize the agreement.

OLD BUSINESS: Scope of Services for Mr. Scholl’s position – Board decided to do a RFP to send to Miller and WBWA.

Ms. Hinkle made a motion to authorize SSM to draft a RFP for the scope of services needed to replace Mr. Scholl. Seconded by Ms. Reed. VOTE: Yes – Mr. Field, Ms. Heffner, Mr. Gurman, Ms. Reed, Ms. Hinkle. Motion Carried.

NEW BUSINESS: Gen Serve Maintenance Agreement - \$2,730 quote for 2026, which is \$360 less than last year’s agreement.

Ms. Reed made a motion to accept Gen Serve’s quote for Pump Station maintenance of its generators. Seconded by Mr. Field. **VOTE:** Yes – Mr. Field, Ms. Heffner, Mr. Gurman, Ms. Reed, Ms. Hinkle. Motion Carried.

Liability increase for cyber security – The increase is from \$250,000 coverage to \$1,000,000 coverage at a cost of \$269 annually.

*Ms. Reed made a motion to increase the cyber security amount to \$1,000,000 on the condition that it includes Forensics and Special Counsel coverage. Seconded by Mr. Field. **VOTE:** Yes – Mr. Field, Ms. Heffner, Mr. Gurman, Ms. Reed, Ms. Hinkle. Motion Carried.*

Ms. Heffner made a motion to adjourn the meeting at 12:50 PM. Seconded by Ms. Hinkle. Motion Carried.

Respectfully Submitted,

Irene Reed, Secretary