

# BERN TOWNSHIP MUNICIPAL AUTHORITY

## Meeting Minutes

Regular Meeting of Bern Township Municipal Authority

August 27th, 2025

**ATTENDEES:** Jay Field, Treasurer; Fred Gurman, Chairman; Irene Reed, Secretary; Gloria Heffner, Asst. Treasurer; Danielle Pappas, Asst. 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:** None.

**EXECUTIVE SESSION:** None.

**PUBLIC COMMENT:** None.

**MINUTES OF JULY 23RD, 2025:** Ms. Reed made a motion to approve the monthly minutes of the July 23rd, 2025 Meeting. Seconded by Ms. Pappas. Motion Carried.

**TREASURER'S REPORT:** Mr. Field presented the water bill list for August in the amount of \$62,680.88 consisting of \$39,638.08 to WBWA; \$3,299.56 to Exeter Supply for a meter, 2 XTR's and parts for the hydrants; and \$13,098.85 to RAWA.

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

Mr. Field presented the sewer bill list for August in the amount of \$27,265.90 consisting of \$7,242.00 to LBA for the quarterly T&T; \$2,671.95 to SSM, of which \$1,713.75 will be reimbursed by developers; and \$6,607.93 to GenServe for the annual service repair of all pump stations and coolant level sensor for PS#4.

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

The water CD discussed at last month's meeting was no longer available. Instead, a CD option at a better rate was purchased. The new water CD is for \$200,000 at a rate of 4.2% for 12 months.

On September 4th, a \$250,000 CD comes due on the sewer side. Mr. Field would like to reinvest \$240,000 at the best rate available at 12 months.

Mr. Field made a motion to purchase a sewer CD for \$240,000 at 12 months at the best rate possible. Seconded by Ms. Reed. **VOTE:** Yes – Mr. Field, Mr. Gurman, Ms. Heffner, Ms. Reed, Ms. Pappas. Motion Carried.

LBA Audit Results – The yearly review resulted in a credit of \$3,935 for the year ending December 2024, which will be credited to the 4th Quarter 2025 invoice.

**FINANCE COMMITTEE:** None.

**PROJECT COMMITTEE:** RRAA – Tenant Advisory Committee Report – None.

**PERSONNEL:** None

**ENGINEER:** Pump Stations Update – Quotes were received for two cement pads and one crane for \$23,328.00 to be done and completed around October. The board decided to have a second crane at the

other pump station instead of transporting them back and forth due to the weight and lack of vehicles that could transport it. Mr. Conrad didn't have an exact amount for the 2nd crane.

Ms. Reed made a motion to approve purchasing two cement pads, two mounts and two cranes for PS's 7 & 8 which are not to exceed \$30,000. Seconded by Ms. Pappas. **VOTE:** Yes – Mr. Field, Mr. Gurman, Ms. Heffner, Ms. Reed, Ms. Pappas. Motion Carried.

A quote was received for installation of a basket and rail system at PS #8 for \$3,250.00 to help with catching debris from the West Shore residents and prevent expensive call outs.

Mr. Field made a motion to approve purchasing a basket and rail system at PS #8 for \$3,250.00. Seconded by Ms. Heffner. **VOTE:** Yes – Mr. Field, Mr. Gurman, Ms. Heffner, Ms. Reed, Ms. Pappas. Motion Carried.

C&B Development Project – None.

Penske District Services Facility (Hartman South) – The hospital has completed many of the repairs that SSM has asked to be done before BTMA takes dedication of the lines. Axiom is scheduled on September 29th and 30th to complete the other repairs. The west well has been pumped of all grease and WG Malden has provided the hospital a quote for calibration of the meter. No problems were noticed during the televising and cleaning of the lines, but SSM would like to review the footage.

Penske Truck & Collision Repair Center – SSM reviewed the final plan. Unless there are changes to the project, the developer has addressed all SSM's comments related to water and sewer.

Reitnouer Property on Stinson – None.

Bernville Business Center – None.

High Billed Usage vs. Usage Billed – Dave Bonkovitch will go out again after two areas are investigated further for leaks by BTMA.

BWR Pump Station – Office staff sent the water usage for the customers that flow to the County and rainfalls were studied to see if I&I was influencing the flows. Nothing was determined to be out of the ordinary, however SSM will continue to monitor and report the flows at BWR over the next few months.

**SOLICITOR'S REPORT:** LBA Agreement – The board reviewed the LBA draft and made additional comments and changes which will be returned to Atty. Hartman for review.

Penske District Services Facility (Hartman South) – There is an upcoming meeting scheduled for September 7th to discuss the easements with Scattered Acres. Progression is being made and hopefully will be wrapped up before the end of the year.

**OLD BUSINESS:** Fire Hydrants in West Shore – Two of the three hydrants have been repaired. Parts are still needed for the third hydrant and will be completed once parts are received.

Stinson Dr. depressed manhole – Upon visual inspection, it was determined that some settling had occurred. The Engineer received a quote of \$2,500 to clean and televise up to 750 feet and \$1,700 for flagging that will be required, for a total of \$4,200 to complete the work. If sagging in the lines is found, BTMA may want to dig up the lines and re-bed underneath.

Ms. Reed made a motion to approve \$4,200.00 for televising and flagging to repair the settling of the manholes on Stinson Dr. Seconded by Ms. Pappas. **VOTE:** Yes – Mr. Field, Mr. Gurman, Ms. Heffner, Ms. Reed, Ms. Pappas. Motion Carried.

RRAA invoice for an accumulation of years of over and under payments by BTMA – Mr. Gurman met with RRAA and BTMA received a bill for half of the \$1801 invoice that was originally sent. BTMA paid the agreed upon \$901 with the mid-month checks in August.

**NEW BUSINESS:** Acct 4221 Woodlands Academy – This is now a defunct business and turned inactive. The owner of the business has not paid the BTMA bill. She was leasing the premises from West Ridge Business Center, the owner of the building. The owner is requesting that the \$138.23 in late fees be removed, and he will pay the past due balance.

Ms. Reed made a motion to reverse the late fees of \$138.23 as long as the account is paid in full by the owner of the building. Seconded by Ms. Heffner. **VOTE:** Yes – Mr. Field, Mr. Gurman, Ms. Heffner, Ms. Reed, Ms. Pappas. Motion Carried.

Ms. Reed made a motion to adjourn the meeting at 12:57 PM. Seconded by Ms. Pappas. Motion Carried.

Respectfully Submitted,

Irene Reed  
Secretary