

**The Municipal Authority of The Borough of Berlin  
700 North Street, Berlin, PA 15530**

**Regular Meeting**

**December 10, 2025 @ 6:00 p.m.**

**Approved and Official Minutes**

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The meeting was called to order by Chairman C. Scott Miller

Council Attending:

C. Scott Miller - Present

Bryan Walker - Absent

Charles Rhodes - Absent

Marshal Engleka – Present

Dale Miller – Present

Other Attending – Brandon Fisher, Gary Leister, The EADS Group, Lois Caton, Solicitor, Brianna Hunt, Water/Wastewater Manager, and Traci Horning, Municipal Authority Assistant Secretary/Treasurer.

Motion to adjourn to executive session at 6:01P.M. was made by Dale Miller, seconded by Marshal Engleka. Motion carried.

At 7:57 P.M., the council adjourned to executive session to review and discuss agency business which, if conducted in public, would violate a lawful privilege, or lead to the disclosure of information and confidentiality protected by law, including matters related to the initiation and conduct of investigations of possible or certain violations of the law and quasi-judicial deliberations.

Motion to adjourn to regular session at 6:23 P.M. was made by Marshal Engleka, seconded by Dale Miller. Motion carried.

Brandon Fisher asked about a sewer tap.

Brandon Fisher left at 6:33 pm.

Jason and Deanna Ickes were on the agenda but didn't attend the meeting.

Gary Leister gave an update on the various things being done.

The Water Production Well Site Study. The report from Jim Casselberry has not been received due to state budget issue. Proposed well site plotted on survey map.

SRBC reviewed the results of the Well 10 pump test. SRBC is recommending that well 10 have a permitted withdrawal rate of 0.153 MGD, which is what they accepted. We are now waiting on instructions for updating applications.

Local Share Account (LSA) Grant Opportunity. Grants for projects with total eligible project costs of \$25,000 or more. The application included the electrical upgrades at the Wastewater Treatment Plant (WWTP) had been submitted.

Clarifier One Damage. The scum scraper broke, and it had to be dewatered. Gary visited Dan at the plant to observe the damage.

Council discussed the closure of Our Home which is occupying the previous Snyder's of Berlin building.

Gary Leister left at 7:18 pm.

Motion by Marshal Engleka, seconded by Dale Miller, to approve November 12, 2025, Municipal Authority minutes. Motion carried.

Chet Cyga gave an update on various things.

Snyder of Berlin Lagoon results and the WWTP Effluent Lab Results up to November 25, 2025, have been presented to the board.

Snyders data for DAF is being sent to Chet and he responds to the emails.

Berlin Water and Wastewater to Do List was last updated on December 9, 2025.

Daily Water Withdrawal/Instream Flow Requirement for the Municipal Authority had an average 19,332 gallons of water a day for the month of November 2025.

Monthly amount of rain/snow fall for November 2025 was 2.16 inches.

DCED Annual Report for August 1, 2022, to July 31, 2023, is currently being worked on and almost done. Annual Report for August 1, 2023, to July 31, 2024, information is being collected.

Motioned by Marshal Engleka, seconded by Dale Miller to approve the Treasurers Report for the period of October 8, 2025, to November 12, 2025. Motion carried.

Motion by Dale Miller, seconded by Marshal Engleka, to approve payment of pending and previously paid bills of the general fund, water system, and sanitary sewer system for the period of November 12, 2025, to December 10, 2025. Motion carried.

The Somerset Trust Special Certifications of Deposit Notice of Certificate of Maturity on November 27, 2025, at seven months and 3.50% of one account and a total of three hundred thousand dollars plus interest was rolled into Certifications of Deposit December 2, 2025.

Berlin Borough Council approved Bryan Walker for a term of five more years from January 1, 2026, to December 31, 2030.

The next Regular Meeting of the Municipal Authority of the Borough of Berlin is scheduled for January 14, 2026, beginning at 6:00 p.m.

At 8:05 P.M. a motion made by Marshal Engleka, seconded by Dale Miller to adjourn this meeting. Motion carried.

Traci Horning                      Brianna Hunt

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Submitted By: Traci Horning, Assistant Secretary/Treasurer  
Brianna Hunt, Water/Wastewater Manager