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

Regular Meeting

May 13, 2026 @ 6:00 p.m.

Approved and Official Minutes

The meeting was called to order by Vice Chairman Bryan Walker

Council Attending:
C. Scott Miller - Absent
Bryan Walker – Present
Charles Rhodes - Present
Marshal Engleka – Absent
Dale Miller – Present

Other Attending – Casey Modrak, The EADS group, Luke Hobson, The EADS group, Joni Butler, Rick Butler, and Brianna Hunt, Water/Wastewater Manager.

Rick and Joni Butler came to discuss their new property and get permission to tap into the existing water and sewer.

Motioned by Dale Miller, seconded by Charles Rhodes to approve the Butler's to have sewer and water on their property. Motion carried.

Rick and Joni Butler left at 6:09 pm.

Casey Modrak and Luke Hobson gave an update on the various things being done.

SRBC. Wells 9 and 10 are under technical review by SRBC. No further actions are required of the Authority at this stage.

Annual Budget. A 2026 budget has been provided to the Authority. Rate calculations were completed as part of the budget.

Water Production Well Site Study. Century Engineering and Casselberry prepared a feasibility study for water production well sites with a cost estimate. EADS completed a review of the study and provided a summary letter with a comparative cost estimate. EADS is available to provide further service of the water production well if Authority authorizes.

STP Condition Assessment and Improvement Plan. EADS has prepared a proposal to perform a Condition Assessment Improvement plan for the wastewater treatment plant.

Grant Applications. CDBG Grant Program offers assistance for the applicable projects. Municipal form would need completed by June 5th, 2026.

Casey Modrak and Luke Hobson left at 6:37 pm.

Motion by Charles Rhodes, seconded by Dale Miller, to approve April 8, 2026, Municipal Authority minutes. Motion carried.

Chet Cyga gave an update on various things.

Snyder of Berlin Lagoon results up to April 29, 2026 have been presented to the board.

WWTP Effluent Lab results up to April 29, 2026, 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 May 10, 2026.

Daily Water Withdrawal/Instream Flow Requirement for the Municipal Authority had an average of 84,800 gallons of water a day for the month of April 2026.

Monthly amount of rain/snow fall for April 2026 was 3.60 inches.

Pennwood Farms used 19,601 gallons a day in the month of April 2026.

Scurfield private water line that supplies water to residents at 311 and 382 Weighley Mill Road is being monitored for the usage amount going through the master meter and the usage at the two residents. Currently there is an outstanding bill that needs to be paid.

Council discussed about the water and sewer rates.

Council discussed about Snyder lab testing. Sample lab testing will switch to every other week.

Motioned by Charles Rhodes, seconded by Dale Miller, to fix and pay for the repairs at 538 Stweart Street. Motion carried.

Twombly Plumbing and Heating project at 702 Division Street is complete. There was a frozen water line from the house to the curb box.

200 Broadway Street had a manhole clog. Manhole was unclogged.

Authority needed to pick a new Sewer Enforcement Officer. Council was given a few names to choose from and decided to go with Tim Miller.

Motioned by Charles Rhodes, seconded by Dale Miller, to make Tim Miller our Sewer Enforcement Officer. Motion carried.

1016 Main Street had a sewage issue. The sewer issue was fixed.

Pines N Puddles had a water leak. Leak was fixed.

Columbia Gas hit two water lines. Both issues have been fixed.

George and Bob's Computer Service gave us quote for laptop.

DCED Annual Report for August 1, 2023, to July 31, 2024, information is being started.

Motioned by Dale Miller, seconded by Charles Rhodes, to approve the Treasurers Report for the period of March 11, 2026, to April 8, 2026. Motion carried.

Motion by Charles Rhodes, seconded by Dale Miller, to approve payment of pending and previously paid bills of the general fund, water system, and sanitary sewer system for the period of April 8, 2026, to May 13, 2026. Motion carried.

Valve control on Spring #4 was fixed.

Motion to adjourn to executive session at 7:23 P.M. was made by Dale Miller, seconded by Charles Rhodes. Motion carried.

At 7:23 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 7:28 P.M. was made by Charles Rhodes, seconded by Dale Miller. Motion carried.

The next Regular Meeting of the Municipal Authority of the Borough of Berlin is scheduled for June 10, 2026, beginning at 6:00 p.m.

At 7:29 P.M. a motion made by Dale Miller, seconded by Charles Rhodes, to adjourn this meeting. Motion carried.

Brianna Hunt

Submitted By: Brianna Hunt, Water/Wastewater Manager