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

Regular Meeting

July 8, 2026 @ 6:00 p.m.

Approved and Official Minutes

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

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

Other Attending – Luke Hobson, The EADS group, Traci Horning, Bret Horning, Chet Cyga, Water System Solutions, Inc and Brianna Hunt, Water/Wastewater Manager.

There were no public comments. Dan Ogline did not show up.

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

- SRBC. A draft permit was issued for Well 9 and Well 10. Previous permit expires June 30, 2026, and new permit is effective July 1, 2026.

- Annual Budget. A 2026 budget has been provided to the Authority. Rate calculations were completed as part of the budget. Rates have been adjusted to offset the loss of Snyder and avoid an annual deficit.

- Water Production Well Site Study. EADS is available to provide further service of the water production well if Authority authorizes.

- STP Condition Assessment and Improvement Plan. EADS proposal was presented at February meeting to perform a Conditional Assessment and Improvement Plan for the wastewater treatment plant. EADS is available to begin this work when/if the Authority authorizes. EADS met with Dan Buck and Brianna Hunt at the STP in June to review problems and areas requiring improvements. Dan Buck previously prepared a list of items requiring attention and this list is provided to the Authority.

Luke Hobson left at 7:52 pm.

Motion by Charles Rhodes, seconded by Bryan Walker, to approve June 10, 2026, Municipal Authority minutes. Motion carried.

Chet Cyga gave an update on various things.

- RDM closed down
- Digestor 1 has grit in bottom, needs to be cleaned out
- Authority approved Chet to call and get sealant for reservoir

Snyder of Berlin Lagoon results up to June 24, 2026 have been presented to the board.

WWTP Effluent Lab results up to June 24, 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 June 7, 2026.

Daily Water Withdrawal/Instream Flow Requirement for the Municipal Authority had an average 84,533 gallons of water a day for the month of June 2026.

Monthly amount of rain/snow fall for June 2026 was 6.27 inches.

Pennwood Farms used 19,742 gallons a day in the month of June 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.

American Tower reached out to do a phone conference with Traci Horning and Brianna Hunt to discuss their current lease. They had a zoom call with the board to discuss our current contract.

Waiting on S&S Excavating to fix the patch in the driveway at 538 Stewart Street.

115 Mountain View Drive had a water leak. The leak was fixed.

1114 Grandview Drive had a water leak. The leak was fixed.

There was a hole in one of the pipes in the basement at the sewer plant. The hole was repaired.

818 Maple Street had water in basement. After finding the issue, it was her storm sewer.

Annual fire hydrant flushing was done on June 18th, June 29th, and June 30th.

On June 18th, there was a water leak at our 8-inch main, during hydrant flushing, at Laurel Street and Main Street. It was repaired.

Digestor #1 for a tank inspection was successfully dewatered and several issues were discovered. There is a significant amount of grit piled up in the bottom of the tank. There are also rags wrapped around valve stem.

The RDM lab had just closed. Need to send documents over to Geochemical testing.

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

Motioned by Bryan Walker, seconded by Charles Rhodes, to approve the Treasurers Report for the period of May 13, 2026, to June 10, 2026. Motion carried.

Motion by Charles Rhodes, seconded by Bryan Walker, to approve payment of pending and previously paid bills of the general fund, water system, and sanitary sewer system for the period of June 10, 2026, to July 8, 2026. Motion carried.

Motioned by Bryan Walker, seconded by Charles Rhodes, to approved the purchase of a gas-powered chain saw for water lines. Motioned carried.

The next Regular Meeting of the Municipal Authority of the Borough of Berlin is scheduled for August 12, 2026, beginning at 6:00 p.m.

At 7:52 P.M. a motion made by Charles Rhodes, seconded by Bryan Walker to adjourn this meeting. Motion carried.

Brianna Hunt

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Submitted By: Brianna Hunt, Water/Wastewater Manager