



## Official and Approved Minutes

### BERLIN BOROUGH REGULAR COUNCIL MEETING

**January 5, 2017 - 7:00 p.m.**

1. The President called the meeting to order.
2. Pledge of Allegiance to the American Flag.
3. President offered a non-denominational prayer.

#### **ROLL CALL**

Barb Zerfoss	Present
Thomas Fisher	Present
Roger Clarke	Present
John Harding, Jr.	Present
Eric Glotfelty	Present
Mayor Joseph Krause	Present
Brett Custer	Present
Charles Rhodes	Present

Also in attendance were:

Thomas D. Jones Borough Executive Secretary

Members of the public:

See Attached Roster

#### Citizen Comments:

The following residents have asked to address the Council:

Jeff Miller, Walsh Equipment – Street sweeper quote – introduced himself and gave history on Walsh Equipment (part of the Alamo Group).

Nathan Klinert – Set back variance at Oak Street – his plans call for encroaching 2 ½ feet onto the Borough set-back space of 10 feet from the Borough Right of Way. Discussion by Council did not reveal any gross objection for granting the variance. Mr. Klinert was instructed to complete an Application for Variance and Council would take official action at the next regularly scheduled Council meeting.

Minutes of the December 1, 2016 Regular Borough Council Meeting were included with the Council Meeting Packets for review (Exhibit P10). There were no comments or corrections.

*Motion by Roger Clarke and seconded by Tom Fisher to approve and accept the minutes of Regular Meeting of the Berlin Borough Council dated December 1, 2016.*

*Ayes: 7  
Nays: 0  
Motion Passed*

## **CCIS Report**

The CCIS report for December was received. There were no questions or comments.

## **President's Report**

John Hoffman, notified the Secretary that he is scaling back on sewage enforcement services that he provides and recommends that a new SEO be appointed. The EADS Group and Peggy Parks with Four Seasons Sewage Enforcement LLC offered their services and submitted fee schedules. The borough has no cost in this and the fee is paid by the property owner.

*Motion by Roger Clarke and seconded by Charles Rhodes to appoint Four Seasons Sewage Enforcement LLC as Berlin Borough's Sewage Enforcement Officer.*

*Ayes: 7  
Nays: 0  
Motion Passed*

Act 30 and Act 600 provides for the Elimination/Reduction of Members Contributions for the Police Pension Plan. The following Resolution is proposed:

### **RESOLUTION NUMBER 01-05-17A**

#### **BERLIN BOROUGH**

#### **A RESOLUTION ELIMINATING POLICE OFFICERS' CONTRIBUTIONS TO THE BERLIN POLICE PENSION PLAN FOR THE YEAR 2017.**

**WHEREAS**, Act 600 previously provided for the elimination of members contributions if certain criteria were met, and

**WHEREAS**, Act 30 amended Act 600 by eliminating certain criteria for the elimination of contributions, and

**WHEREAS**, the only criteria for the elimination of contributions according to Act 30 is: Any reduction or elimination of contributions shall be authorized on an annual basis by resolution or ordinance, and;

**WHEREAS**, Berlin Borough has reviewed this amendment and criteria and unanimously approves the elimination of members' contributions by the Police Pension Plan members for the year 2017.

**NOW, THEREFORE, BE IT RESOLVED**, that Berlin Borough does hereby ratify and affirm the elimination of members' contributions to the Berlin Police Pension Plan by its members for the year 2017.

**BE IT, AND THE SAME IS HEREBY RESOLVED**, this 5th day of January, 2017.

*Motion by Barb Zerfoss and seconded by Roger Clarke to adopt Resolution 01-05-17A providing for the elimination of members' contributions to the Berlin Police Pension Plan by its members for the year 2017.*

***ROLL CALL VOTE***

***Yes: Barb Zerfoss  
Yes: Thomas Fisher  
Yes: Roger Clarke  
Yes: John Harding, Jr.  
Yes: Eric Glotfelty  
Yes: Brett Custer  
Yes: Charles Rhodes  
Ayes: 7  
Nays: 0  
Motion Passed***

A letter from the Borough Solicitor, Bradley Allison addressing the charge per hour for services effective January 1, 2017 was received. A copy of the letter was included in the Council Meeting packets for review. The proposed rates are \$125.00/hour for attorney time and \$100.00/hour for paralegal time, plus costs incurred on the behalf of the Borough.

***Motion by Roger Clarke and seconded by Eric Glotfelty approving Allison & Rickards, Attorneys at Law, LLC as Solicitor for the Borough of Berlin at the rates of \$125.00/hour for attorney time and \$100.00/hour for paralegal time, plus costs incurred on the behalf of the Borough.***

***ROLL CALL VOTE***

***Yes: Barb Zerfoss  
Yes: Thomas Fisher  
Yes: Roger Clarke  
Yes: John Harding, Jr.  
Yes: Eric Glotfelty  
Yes: Brett Custer  
Yes: Charles Rhodes  
Ayes: 7  
Nays: 0  
Motion Passed***

President Custer reappointed the Committees and Chairs for 2017 the same as they were for 2016. Those Committees are:

Personnel & Finance Committee: Chair Tom Fisher, Eric Glotfelty, Roger Clarke  
Electric Equipment: Chair Eric Glotfelty, John Harding, Tom Fisher  
Streets, Storm Sewers & Sidewalk Committee: Chair Eric Glotfelty, Charles Rhodes, Roger Clarke  
Equipment Committee: Chair John Harding, Roger Clarke, Charles Rhodes  
Fire & Garbage Committee: Chair Roger Clarke, Charles Rhodes, Eric Glotfelty  
House Committee: Chair Barb Zerfoss, Tom Fisher, Roger Clarke  
Police Committee: Chair John Harding, Eric Glotfelty, Tom Fisher  
Planning and Beautification Committee: Chair Charles Rhodes, Tom Fisher, Roger Clarke

The Council as a whole will hear all complaints on property complaints and building permits.

The Committees will meet in the Conference Room of the Berlin Borough Office at the times and dates advertised for 2017.

Councilmember Zerfoss requested to be a member of the Beautification Committee. President Custer stated that all Council members could attend and be a part of any Committee since The meetings time, date, and place had been publicly advertised.

## **Mayor's Report: Mayor Joseph Krause**

### **Mayor's Police Report for December 2016**

From December 1 to December 31, 2016:

Officers appeared in court 3 times for a combined time of 3.5 hours.

Officers were dispatched for 33 calls.

Officers investigated 14 incidents. 11 of these are now closed.

7 Traffic Stops were conducted.

1 Non-Traffic citation was issued.

2 people were arrested.

### **Mayor's Police Report for 2016 Year**

From January 1, 2016 to current date of December 31, 2016.

Officers worked an average 94.68 hours a week (based on 168 hours available in a week), or 56.36% of the hours available in a week – this is in line with recent years.

Officers were dispatched for 393 calls.

Officers investigated 197 complaints (averaging 28 per month). 194 of these are now closed.

Officers spent approximately 45.75 hours in court hearings this year.

16 Non-Traffic citations were issued.

109 Traffic Stops were conducted.

34 Traffic citations were issued.

44 Arrests were made.

Mayor Krause stated that more foot patrols will be scheduled for summer. The Mayor will talk to the police officers about double parking in the area around the elementary school

*Motion by Eric Glotfelty and seconded by Roger Clarke to approve and accept the Police Report as presented.*

*Ayes: 7*

*Nays: 0*

*Motion Passed*

## **Committee Reports:**

### **ELECTRIC COMMITTEE - ERIC GLOTFELTY**

- 1) Generation Update – PowerSecure fired up the generator engines last week and all went well except for some fiber issues. They have technicians and engineers on site this week continuing the testing of the equipment. Simulation testing could start as early as Wednesday evening, January 11, pending the delivery of the recloser connection cable. However, the testing needs to be worked around Snyder's production schedule which means it would need to take place over a weekend. The next available weekend that PowerSecure can schedule testing is January 20<sup>th</sup>. It is expected that the generators will be in full emergency stand-by mode after that and fully commissioned and available for peak shaving and full emergency stand-by mode both as soon as Penelec approves the interconnection agreement.

The fencing has been installed and Brian Wiedenhoft and Secretary Jones are exploring lighting and security options.

- 2) Brian Wiedenhoft and Kevin Hawk recommend that thermo-graphic testing of the Borough's electric distribution system be done in February when the system has a heavy load. This has been done in conjunction with AMP in prior years. AMP has quoted a cost of \$75.00/hour for time spent on site. It is anticipated it will take up to 10 hours.

*Motion by Roger Clarke and seconded by Eric Glotfelty authorizing a thermo-graphic analysis of the borough's electric distribution system to be done by AMP at the rate of \$75.00 per hour.*

*Ayes: 7*

*Nays: 0*

*Motion Passed*

## **PERSONNEL & FINANCE COMMITTEE – TOM FISHER**

Treasurer's Report and Bills:

Tom Fisher offered a recap of the Borough's operations for 2016 and the financial position as of January 1, 2017. Even with amounts expended for the generation project and other capital equipment, the total fund balances are approximately \$3,000,000 at December 31, 2016. The generation project is on pace for a total cost amount of \$2.5 million. The Electric and Refuse systems realized excess revenues over expenditures, except for investment in capital expenditures, which were paid for from accumulated cash reserves. It is expected that revenues will exceed expenditures for 2017, however, various cash reserve balances will be added to for future needs, as permitted by the Pennsylvania Borough Code.

The Borough has incurred \$350.00 in attorney expenses and \$100.00 in Borough employee expenses for a total of \$450.00 in addressing Right-to-Know requests and Property Maintenance Complaints for the month of December, 2016

- Treasurer's Report – in Council Meeting Packets – there were no comments or questions.

*Motion by Roger Clarke and seconded by Eric Glotfelty to approve the bills and Treasurer's Report as specified on Exhibit 19.*

*Ayes: 7*

*Nays: 0*

*Motion Passed*

Councilmember Zerfoss asked when the PPA was going to be removed. Tom Fisher stated that it probably should have been added, or increased, sooner than it was. The transmission costs have risen from 3% of the overall Borough electric bill in 2006 to more than 30% today. The Borough is paying more than \$300,000 annually for transmission costs and this cost increase was never factored into the rates charged to customers. The Borough is still not collecting all of this (approximately \$220,000 is being recovered at the current PPA rate of \$.01/kwh invoiced to customers). It is expected that peak load shaving with the generator will provide a tremendous savings and then the PPA amount charged will be looked to see it should be revised. President Custer explained that the Borough Electric System base rate has not been changed since 2008 and that prior Councils and this one have utilized PPA instead of increasing the base rate.

Pennsylvania Career Link of Somerset County has sent us a brochure for Workforce Development. The brochure outlines the services available through them if we have any workforce hiring needs.

Wiedenhoft Electric has submitted an invoice to the Borough for additional charges for the Generator Lead Line Connection and the Radial Feed Line Connection. As everyone is aware, Wiedenhoft submitted his bids for the project and offered 2 additional options. The Council approved a change order upgrading the cable to Option 2 on both Contracts at the September 6,

2016 Special Council Meeting. The change order was for an additional \$3,768.00 on the trench line cable and for an additional \$1,170.00 for the radial feed cable. After the contracts were awarded, neither of these cables were available from the vendors that had quoted Wiedenhoft Electric and he was unable to procure the cable from any other vendor, including PowerSecure. In the interest of preventing a delay to the project, Wiedenhoft ordered and installed cables as quoted in Option 1 of his bid. This resulted in him incurring additional expenses of \$2,119.00 for the trenchline cable and \$390.00 for the radial feed line cable. He is requesting that a change order be granted to allow him to recoup these amounts from the Borough of Berlin.

*Motion by Eric Glotfelty and seconded by Roger Clarke to approve a change order for Contract 2016-GP-02 to Weidenhoft Electric and Mechanical Service for an additional amount of \$2,119.00 to upgrade cable and terminations from the base bid to Option 1 as identified in the bid submitted by Wiedenhoft Electric and Mechanical Service.*

**ROLL CALL VOTE**

*Yes: Barb Zerfoss*

*Yes: Thomas Fisher*

*Yes: Roger Clarke*

*Yes: John Harding, Jr.*

*Yes: Eric Glotfelty*

*Yes: Brett Custer*

*Yes: Charles Rhodes*

*Ayes: 7*

*Nays: 0*

*Motion Passed*

*Motion by Roger Clarke and seconded by Eric Glotfelty to approve a change order for Contract 2016-GP-3 to Wiedenhoft Electric and Mechanical Service for an additional amount of \$390.00 to upgrade cable and terminations from the base bid to Option 1 as identified in the bid submitted by Wiedenhoft Electric and Mechanical Service.*

**ROLL CALL VOTE**

*Yes: Barb Zerfoss*

*Yes: Thomas Fisher*

*Yes: Roger Clarke*

*Yes: John Harding, Jr.*

*Yes: Eric Glotfelty*

*Yes: Brett Custer*

*Yes: Charles Rhodes*

*Ayes: 7*

*Nays: 0*

*Motion Passed*

The Borough has two vacant positions open for Borough Auditor for the year of 2017. Shawn Hart and James Eutsey have expressed an interest in filling these positions.

*Motion by Barb Zerfoss and seconded by Tom Fisher to appoint Shawn Hart and James Eutsey to the vacant Borough Auditor positions effectively immediately and expiring at midnight December 31, 2017.*

**ROLL CALL VOTE**

*Yes: Barb Zerfoss*

*Yes: Thomas Fisher*

*Yes: Roger Clarke*

*Yes: John Harding, Jr.*

*Yes: Eric Glotfelty*

*Yes: Brett Custer*

*Yes: Charles Rhodes*

*Ayes: 7*

*Nays: 0*  
*Motion Passed*

**FIRE & GARBAGE COMMITTEE – ROGER CLARKE**

Secretary Jones was directed to research the Borough's files and records for a copy of the deed conveying the property in the Evergreen Subdivision where the maintenance shed now is between the Borough and Rollie Fogle to determine if there were any agreements or covenants restricting the use of the property by the Borough. He located the deed and the deed specifically removes any and all restrictions for the use of the property by the Borough. Additionally, an indenture was signed by all property owners in the Evergreen Subdivision at the time, agreeing to the removal of any and all restrictions. No other agreements or memorandums of understanding were found to exist. Scott Boyer, a council member at the time, and Kerry Claycomb, the Secretary at the time, indicated that the then Council only informally agreed to make an effort to keep the area clean.

Additional dumpsters were placed at the maintenance shed for the two recent three-day holiday weekends. Also, the staff came in over those weekends and emptied the dumpsters to help alleviate over flow issues.

Garbage pick-up in Valley View Estates has caused some concerns during snow and inclement weather. Secretary Jones has addressed this with the Broderick's and has established a plan for when the weather is bad again. Council directed to the Secretary that the Borough should not salt, spread anti-skid, nor plow streets, alleys, driveways, etc. that do not belong to the Borough. This should not be done even for a fee. Secretary Jones will discuss with the public works employees.

**HOUSE COMMITTEE – BARB ZERFOSS**

The House Committee had an Act 8 Meeting with the Berlin Volunteer Fire Department on December 6, 2016 at 5:30 p.m.

The following were in attendance:

Barb Zerfoss /Chairman of the House Committee, Tom Jones / Executive Secretary, Borough of Berlin Brad Flick / BVFD President, Greg Croner / BVFD Treasurer, and Tim Rhodes.

In accordance with the provisions of House Bill Number 1133 of 2007, BVFD presented Berlin Borough with an itemized listing of all expenditures.

There was discussion and agreement on the current emergency services needs for the borough and surrounding areas. There were also discussions on equipment needs, a light needing replaced outside the fire department end of the Borough building, and the need for a generator and a HVAC system.

***Motion by Eric Glotfelty and seconded by Charles Rhodes to contribute \$3,500 to the Berlin Volunteer Fire Department***

*Ayes: 7*

*Nays: 0*

*Motion Passed*

***Motion by Roger Clarke and seconded by Barb Zerfoss to contribute \$300 to the Berlin Ambulance Association.***

*Ayes: 7*

*Nay: 0*

*Motion Passed*



The battery to the generator for the Community Building exploded during the planned power outage to energize the electric system generator. Brian Wiedenhoft has recommended replacing the battery with a heavy duty marine battery and reconfiguring the “trickle” charge wiring. He estimates this will cost less than \$500.00. Greg Croner with the Fire Department agrees that this is the best fix and we should have Wiedenhoft fix it as soon as possible.

***Motion by Roger Clarke and seconded by Eric Glotfelty to have Wiedenhoft Electric replace the battery and reconfigure the trickle charge wiring on the Community Building Generator at a cost not to exceed \$500.00, with ½ have to be paid by the Borough and ½ to be paid by the Fire Department.***

***Ayes: 7***

***Nays: 0***

***Motion Passed***

The Council will gather information on replacing the building generator with one that would supply the whole building with electricity so that the community could be used in the event of electric outages or in emergencies. The House Committee will look into this and discuss it with the Fire Department.

### **EQUIPMENT COMMITTEE –**

1. F350 Truck purchase – a new F350 truck was purchased from Smail Automotive of Greensburg for a cost of \$40,290.00. This is \$4,710.00 less than the \$45,000.00 amount not to exceed that the Council had approved the December 1, 2016 meeting. The vehicle is expected to be delivered in 8-10 weeks.
2. F550 Truck and Dump Body – We have obtained several quotes to purchase a F550 truck with a dump body taking advantage of Pennsylvania CoStars pricing. New Holland Auto Group has new vehicle available for immediate delivery that matches the specifications that were sent out. It is a brand new 2016 model with a net total price of \$73,644.00. 2017 model quotes ranged from \$77,159.00 to \$83,201.00 and will take approximately 10-16 weeks for delivery. It is recommended that the Borough purchase the 2016 model from New Holland Auto Group for a total of \$73,644.00.

***Motion by Roger Clarke and seconded by Eric Glotfelty to purchase a 2016 Ford F550 truck with dump body from New Holland Auto Group in the amount of \$73,644.00 per the quote submitted by them, subject to inspection to approval, and acceptance by the Secretary and Chad Lowery. All Council members were encouraged to inspect the truck when it is scheduled for delivery as well.***

#### ***ROLL CALL VOTE***

***Yes: Barb Zerfoss***

***Yes: Thomas Fisher***

***Yes: Roger Clarke***

***Yes: John Harding, Jr.***

***Yes: Eric Glotfelty***

***Yes: Brett Custer***

***Yes: Charles Rhodes***

***Ayes: 7***

***Nays: 0***

***Motion Passed***

3. Street Sweeper – The committee has received two quotes on a new street sweeper through the Pennsylvania CoStars pricing program. Golden Equipment has quoted a Tymco model for \$149,476.00, and Walsh Equipment has quoted a Schwarze model for \$155,704.00.



Council tabled action on purchasing a street sweeper. Secretary was directed look into other options, including used sweepers and conventional broom sweepers, and to attend or schedule demos of models as soon as it is convenient. The findings will be presented to the Equipment Committee at the January Equipment Committee meeting before presenting the options to Council.

4. Truck #7 is the garbage truck that is recommended to be sold. The Secretary is still gathering information on the value of the vehicle. It is recommended that the vehicle be advertised and bids taken on selling it, with the Borough reserving the right to reject any and all bids.

*Motion by John Harding and seconded by Tom Fisher to advertise Truck #7, garbage truck, for sale. Sealed bids are to be solicited, with the Borough Council reserving the right to reject any and all bids, at the Council's discretion.*

*Ayes: 7*

*Nays: 0*

*Motion Passed*

### **STREETS, STORM SEWERS & SIDEWALK – ERIC GLOTFELTY**

The Council was requested to grant a set-back variance to Nathan Klinert on Oak Street. He marked the area where his addition is to be built after the last Council meeting. Council will consider the set-back requests once the application is received.

The Mayor was directed to address parking on streets that hinders snow removal. The police will be directed to issue citations where appropriate.

### **POLICE – JOHN HARDING**

Mayor Krause was asked who schedules the police work hours – Officer Rodney Norman does this at the direction of the Mayor. The Mayor was directed to inform the police officers that they should be issuing citations for vehicles per the ordinances. Secretary Jones was directed to research the procedure to increase the dollar amounts of fine imposed by the Borough.

### **PLANNING & BEAUTIFICATION COMMITTEE – CHARLES RHODES**

Committee Chair Rhodes asked Council for direction on beautification projects. The Bike Trail, West Main Street, and tree planting were discussed. President Custer stated that Secretary Jones would have time to commit to beautification projects, once the generator project is completed. Council may have to allocate funds to determine if, what, and how the Council wants to proceed. A plan would have to be adopted by Council and then action could proceed.

At 9:00 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 or 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 by Eric Glotfelty and seconded by Roger Clarke to adjourn to executive session.*

*Aye: 7*

*Nay: 0*

*Motion Passed*

### **Executive Session**

***Motion by Eric Glotfelty and seconded by Roger Clarke to reconvene the regular meeting.***

***Aye: 7***

***Nay: 0***

***Motion Passed***

At 10:07 P.M., the council reconvened the regular meeting.

Councilmember Roger Clarke stated that the Borough dump site is filling up and may be running out of room. There was discussion on starting to dump from the higher up road to have more space available. Secretary Jones was directed to look into options available.

President Brett Custer stated the following: The term for Alvin Lambert as a Berlin Municipal Authority member expired on December 31, 2016. The Council needs to appoint someone to this vacancy. The term is for 5 years. Council Member John Harding has expressed his desire to be considered for the vacant position. I also have a letter from Chairman Scott Miller of the Municipal Authority addressed to the Council (A letter signed by Scott Miller, Chairman of the Municipal Authority was read aloud. Chairman Miller requested that Larry Pritts be considered for the Municipal Authority vacancy).

***Motion by Eric Glotfelty to appoint John Harding to the Berlin Municipal Authority effective January 1, 2017, and expiring at midnight December 31, 2021. (NOTE: Council Member Charles Rhodes motioned to appoint Larry Pritts to the Municipal Authority. President Custer stated that there was already a motion on the floor and it would have to be resolved before a second motion could be entertained by the Council.) Councilmember Tom Fisher seconded the motion to appoint John Harding to the Berlin Municipal Authority effective January 1, 2017 and expiring at midnight December 31, 2021.***

***ROLL CALL VOTE***

***No : Barb Zerfoss***

***Yes: Thomas Fisher***

***No : Roger Clarke***

***Abstained: John Harding, Jr.***

***Yes: Eric Glotfelty***

***Yes: Brett Custer***

***No : Charles Rhodes***

***Ayes: 3***

***Nays: 3***

***Abstention: 1***

***The vote was a 3-3 tie. Mayor Joe Krause cast the tie-breaking vote by voting yes – John Harding was appointed to the Berlin Municipal Authority effective January 1, 2017 and expiring at midnight December 31, 2021.***

***Motion by Eric Glotfelty and seconded by Roger Clarke to adjourn this Meeting of the Berlin Borough Council at 10:28 .PM.***

***Ayes: 7***

***Nay: 0***

***Motion Passed***

Note: The next regular meeting of the Berlin Borough Council is scheduled for Thursday February 2, 2017, beginning at 7:00 p.m., at the Berlin Borough Council conference/meeting room, 700 North Street, Berlin, Pennsylvania.

*Thomas Jera*

Executive Borough Secretary  
January 5, 2017



# Guest Registry

## Berlin Borough Council Meeting

January 5, 2017

Please print

Name	Address	Telephone	Email
Eric Kietz	Daily American		
Jeff Miller	Walsh Eq		
Nancy Glotfelty			
Chelsea McEarty			
Tom Jones	Berlin		
Note KleeneT	Berlin		

If you would like to address the Council, please enter your name and the subject that you wish to discuss here:

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Thank You for attending the Berlin Borough Council Meeting.

Your input is both welcomed and appreciated.

# *Municipal Monthly Report/Inspections*

*JULY 2016*

Allegheny Township

<i>PERMIT #</i>	<i>OWNER</i>	<i>PROJECT ADDRESS</i>	<i>DATE</i>	<i>TYPE</i>	<i>FEE</i>	<i>STATUS</i>
2014SM-123r	Rodney A. Ross	882 Deeter Gap Rd. Berlin, PA 15530	7/6/2016	Permit Renewal		

JAN 03 2017

## 2017 Committee Assignments

All Committees – Brett Custer, President cell 442-0486

### HOUSE– Meets 3<sup>rd</sup> Monday of Each Month – 7:00 P.M.

Barb Zerfoss (Chair) cell 442-5690 home 267-4227

Tom Fisher

Roger Clarke

### BEAUTIFICATION – Meets 3<sup>rd</sup> Monday of Each Month – 7:00 P.M.

Charles Rhodes (Chair) home 267-5032

Tom Fisher

Roger Clarke

### ELECTRIC – Meets 4<sup>th</sup> Wednesday of Each Month – 3:00 P.M.

Eric Glotfelty (Chair) cell 279-1794

John Harding

Tom Fisher

### PERSONNEL & FINANCE – Meets 3<sup>rd</sup> Thursday of Each Month – 6:30 P.M.

Tom Fisher (Chair) cell 814-701-1490

Eric Glotfelty

Roger Clarke

### POLICE – Meets 4<sup>th</sup> Wednesday of Each Month – 3:30 P.M.

John Harding (Chair) cell 233-0665

Eric Glotfelty

Tom Fisher

### EQUIPMENT – Meets 4<sup>th</sup> Wednesday of Each Month – 3:00 P.M.

John Harding (Chair) cell 233-0665

Roger Clark

Charles Rhodes

### STREETS, STORM SEWERS, AND SIDEWALKS – Meets 4<sup>th</sup> Wednesday of Each Month – 3:00 P.M.

Eric Glotfelty (Chair) cell 279-1794

Charles Rhodes

Roger Clark

### FIRE & GARBAGE – Meets 3<sup>rd</sup> Monday of Each Month – 7:00 P.M.

Roger Clark (Chair) cell 442-4121 home 267-3693

Charles Rhodes

Eric Glotfelty

The Borough of Berlin  
Treasurer's Report  
as of December 31, 2016

**First National Bank Accounts - Interest on accounts at FNB .01%**

<b>Checking Accounts</b>	<b>General Fund</b>	<b>Refuse Collection</b>	<b>Electric System</b>	<b>Payroll Account</b>
Balance	210.77	44,008.08	19,118.53	2,502.19
Revenues/Deposits	45,308.04	32,886.75	181,586.64	53,768.17
Transfer in	84,500.00		109,000.00	
total	130,018.81	76,894.83	309,705.17	56,270.36
Expenses	121,456.42	20,141.88	155,984.33	51,033.40
Transfer out	2,250.00	2,000.00	88,393.99	
Balance	6,312.39	54,752.95	65,326.85	5,236.96

**Somerset Trust Company Accounts - Interest on STC accounts .20-.501%**

<b>Savings Accounts</b>	<b>Street Cleaning</b>	<b>Garbage Truck</b>	<b>Capital Reserve</b>	<b>Motor Fuels</b>
Balance	100,482.87	158,429.62	702,582.45	137,369.06
Interest	24.70	67.50	287.94	33.78
Transfer in/Income	250.00	2,000.00		
Transfer out/Expense			562,500.00	
Balance	100,757.57	160,497.12	140,370.39	137,402.84

<b>Savings Accounts</b>	<b>Electric System</b>	<b>Electric Restoration</b>	<b>Street Light</b>	<b>General Fund</b>
Balance	65,888.78	1,081,015.93	65,463.53	104,313.31
Interest	16.20	443.04	16.07	25.65
Transfer in			1,000.00	
Transfer out/Expense	59,000.00			6,000.00
Balance	6,904.98	1,081,458.97	66,479.60	98,338.96

<b>Savings Accounts</b>	<b>Elec. Generation</b>	<b>Truck Fleet</b>	<b>Beautification Project Fund</b>
Balance	98,711.27	16,010.13	-
Interest	27.44	3.24	
Transfer in	534,335.53	2,000.00	800.00
Transfer out/Expense	606,898.98		
Balance	26,175.26	18,013.37	800.00

Interest added is for November.

December interest is not added, the bank statements were not available as of this report printing.

**Certificates of Deposit**

<b>Renewal date / CD#</b>	<b>Amount</b>	<b>Term/New APY</b>	<b>Bank</b>	<b>Interest earned to date</b>
Electric Restoration Fund 01/08/2018 #25398 \$	1,009,977.26	25 months/ 2.00%	Citizens National Bank	\$ 9,977.26
Celebration Fund 9/28/2019 #2003060552 \$	<b>3,834.87</b>	61 months / 2.04%	Somerset Trust	\$ 115.68



**Borough of Berlin, Somerset County, Pennsylvania**  
**Bills for Council Approval**  
**December 2016**

Date	Num	Name	Memo	Original Amount	Paid Amount
<b>100.01 - General Fund Checking</b>					
11/28/2016	15213	Berlin Oil Company		-628.59	-628.59
12/02/2016	15224	Boro Payroll Account		-12,272.44	-12,272.44
12/02/2016	15225	Comcast - Internet	8993 20 663 0100779	-109.95	-109.95
12/02/2016	15226	Daily American	119	-53.16	-53.16
12/02/2016	15227	Edgewood Welding and Fabrication, Inc.		-272.50	-272.50
12/02/2016	15228	Hilltop Office Supply, Inc.		-23.82	-23.82
12/02/2016	15229	L/B Water Service, Inc.		-208.75	-208.75
12/02/2016	15230	Markl Supply Company		-825.00	-825.00
12/02/2016	15231	Sherry's Cleaning		-500.00	-500.00
12/02/2016	15232	Verizon		-124.62	-124.62
12/07/2016	15233	Truck Fleet Savings Acct.		-2,000.00	-2,000.00
12/09/2016	15234	Boro Payroll Account		-6,565.17	-6,565.17
12/09/2016	15235	Street Cleaning Device Account		-250.00	-250.00
12/09/2016	15236	Berlin Lumber Company, Inc.	119016	-175.75	-175.75
12/09/2016	15237	Berlin Oil Company	BP-SS00020	-636.21	-636.21
12/09/2016	15238	Children's Aid Home & Society of Somerset		-100.00	-100.00
12/09/2016	15239	Cover Insurance		-198.00	-198.00
12/09/2016	15240	Custer Tire & Auto Parts		-5.11	-5.11
12/09/2016	15241	Daily American	119	-67.15	-67.15
12/09/2016	15242	Municipal Water Authority		-2,340.00	-2,340.00
12/09/2016	15243	Pennsylvania Municipal Retirement System	56-015-3N	-36,097.00	-36,097.00
12/09/2016	15244	Somerset Auto Parts	3837	-74.08	-74.08
12/09/2016	15245	Somerset Outdoor Equipment	2673837	-37.94	-37.94
12/09/2016	15246	Unifirst Corporation	251494	-324.96	-324.96
12/09/2016	15247	Verizon		-402.12	-402.12
12/16/2016	15248	Boro Payroll Account		-7,558.12	-7,558.12
12/16/2016	15249	Beard Legal Group		-313.50	-313.50
12/16/2016	15250	Black Excavating, Inc.		-1,110.00	-1,110.00
12/16/2016	15251	Columbia Gas of Pennsylvania		-1,123.59	-1,123.59
12/16/2016	15252	Edgewood Welding and Fabrication, Inc.		-195.00	-195.00
12/16/2016	15253	M.E.I.T		-12,891.68	-12,891.68
12/16/2016	15254	Somerset Candy Company, Inc.	00494	-22.22	-22.22
12/16/2016	15255	Somerset Trust - Credit card	4134970000021928	-751.01	-751.01
12/16/2016	15256	State Workers Insurance Fund	05967887	-1,370.00	-1,370.00
12/16/2016	15257	Thomas Jones		-69.00	-69.00
12/16/2016	15258	UST Indemnification Fund		-41.25	-41.25
12/16/2016	15259	Verizon		-52.99	-52.99
12/23/2016	15260	Boro Payroll Account		-8,272.01	-8,272.01
12/23/2016	15261	Berlin Auto, LLC		-48.64	-48.64
12/23/2016	15262	Daily American	119	-152.49	-152.49
12/23/2016	15263	EMC Insurance Companies	2X54339	-5,239.66	-5,239.66
12/23/2016	15264	Foster F. Wineland, Inc.	12792	-115.02	-115.02
12/23/2016	15265	Garrett Limestone Co., Inc.	BER2	-530.13	-530.13
12/23/2016	15266	Herring Truck Parts		-16.50	-16.50
12/23/2016	15267	Municipal Water Authority		-8.55	-8.55
12/23/2016	15268	Neil Boyer		-380.00	-380.00
12/23/2016	15269	New Enterprise Stone & Lime	73213	-300.40	-300.40
12/23/2016	15270	The Hite Company		-14.32	-14.32
12/23/2016	15271	U.S. Municipal Supply, Inc.	H155301476	-41.93	-41.93
12/23/2016	15272	Veterans Home Assco. of Berlin		-989.00	-989.00
12/23/2016	15273	West Central Equipment	2673837	-29.70	-29.70
12/23/2016	15274	Western PA Internet	9yr Domain Name Reg.	-175.00	-175.00
12/30/2016	15275	Boro Payroll Account		-9,679.44	-9,679.44
12/30/2016	15276	Allison & Rickards, Attorneys at Law, LLC		-740.00	-740.00
12/30/2016	15277	Berlin Oil Company	BP-SS00020	-1,052.65	-1,052.65
12/30/2016	15278	Borough of Berlin Refuse Collection		-2,000.15	-2,000.15
12/30/2016	15279	Cindy Flamm		-121.50	-121.50
12/30/2016	15280	Daily American	119	-184.58	-184.58
12/30/2016	15281	Garrett Limestone Co., Inc.	BER2	-410.84	-410.84
12/30/2016	15282	JWS Enterprises		-2,804.00	-2,804.00
12/30/2016	15283	Sherry's Cleaning		-500.00	-500.00
12/30/2016	15284	Trapuzzano's Uniforms		-91.24	-91.24
12/30/2016	15285	Tri County Office Machines		-17.99	-17.99
Total 100.01 - General Fund Checking					<u>-123,706.42</u>
					<u><b>-123,706.42</b></u>

## Refuse Collection of Berlin Borough, Somerset County, PA Bills for Council Approval

December 1 - 30, 2016

Date	Num	Name	Memo	Original Amount	Paid Amount
<b>100.09 - Refuse Checking 74100178</b>					
12/02/2016	4121	Boro Payroll Account		-1,218.22	-1,218.22
12/02/2016	4122	Boro of Berlin General Fund		-3,162.93	-3,162.93
12/02/2016	4123	Advanced Disposal Services - MLF	2440000214	-3,685.84	-3,685.84
12/09/2016	4124	Boro Payroll Account		-1,455.81	-1,455.81
12/09/2016	4125	Garbage Truck Saving Acct		-2,000.00	-2,000.00
12/09/2016	4126	Berlin Lumber Company, Inc.	119016	-31.67	-31.67
12/09/2016	4127	Berlin Oil Company	BP-SS00020	-519.40	-519.40
12/09/2016	4128	W.W. Friedline, Inc.	BERBOR	-45.00	-45.00
12/09/2016	4129	Berlin Oil Company	BP-SS00020	-10.50	-10.50
12/16/2016	4130	Boro Payroll Account		-1,545.67	-1,545.67
12/16/2016	4131	Somerset Trust Co		-300.00	-300.00
12/16/2016	4132	Advanced Disposal Services - MLF	2440000214	-4,098.54	-4,098.54
12/23/2016	4133	Boro Payroll Account		-1,440.42	-1,440.42
12/23/2016	4134	Berlin Oil Company	BP-SS00020	-13.50	-13.50
12/23/2016	4135	W.W. Friedline, Inc.	BERBOR	-1,063.48	-1,063.48
12/30/2016	4136	Boro Payroll Account		-1,373.72	-1,373.72
12/30/2016	4137	Municipal Water Authority		-177.18	-177.18
					<u>-22,141.88</u>
					<u>-22,141.88</u>
				<b>TOTAL</b>	<u><u>-22,141.88</u></u>

**Electric System of Berlin Borough, Somerset County, PA**  
**Bills for Council Approval**  
 December 1 - 30, 2016

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Original Amount</u>	<u>Paid Amount</u>
<b>100.07 - Electric System Checking</b>					
12/02/2016	10268	Wiedenhoft Electric		-23,731.12	-23,731.12
12/02/2016	10269	Boro of Berlin General Fund		-15,000.00	-15,000.00
12/07/2016	10270	Boro of Berlin General Fund		-37,000.00	-37,000.00
12/08/2016		U-Customers	RTC - Jeff Broadwater	-12.00	-12.00
12/08/2016		U-Customers	RTC - Jeff Broadwater	-145.53	-145.53
12/09/2016	10271	Street Lighting Savings Account		-1,000.00	-1,000.00
12/09/2016	10272	Electric Generation Project Acct.		-4,000.00	-4,000.00
12/09/2016	10273	Electric Generation Project Acct.	Nov. 2016 PPA	-12,941.54	-12,941.54
12/09/2016	10274	Allegheny Electric Cooperative, Inc.	BER100	-2,166.67	-2,166.67
12/09/2016	10275	Boro of Berlin Refuse System	Laurie Taylor Transfer	-73.88	-73.88
12/09/2016	10276	Customer	VOID:	0.00	0.00
12/09/2016	10277	Wiedenhoft Electric		-4,195.05	-4,195.05
12/09/2016	10278	Boro Payroll Account		-395.23	-395.23
12/09/2016	10279	Customer	Dep Refund - Shirley Clar	-260.58	-260.58
12/13/2016	10282	Boro of Berlin General Fund		-16,000.00	-16,000.00
12/16/2016	10280	Boro Payroll Account		-202.27	-202.27
12/16/2016	10281	Customer		-237.57	-237.57
12/20/2016	ACH	PA Dept of Revenue 280406SalesTax	Nov. 2016	-1,414.37	-1,414.37
12/23/2016	10283	Boro Payroll Account		-180.05	-180.05
12/23/2016	10284	The Hite Company		-41.98	-41.98
12/23/2016	10285	AMP, Inc.	10950	-108,054.94	-108,054.94
12/30/2016	10286	Boro Payroll Account		-264.98	-264.98
12/30/2016	10287	Electric Generation Project Acct.	Dec. 2016 PPA	-15,393.99	-15,393.99
12/30/2016	10288	Municipal Water Authority		-374.39	-374.39
12/30/2016	10289	Boro of Berlin General Fund		-128.62	-128.62
12/30/2016	10290	Municipal Sewer System		-695.04	-695.04
12/30/2016	10291	Boro of Berlin Refuse System		-519.10	-519.10
Total 100.07 - Electric System Checking				-1,500.00	-1500.00
					-244,428.90
					<b>-244,428.90</b>

**Electric System of Berlin Borough, Somerset County, PA  
Generation Project - Profit & Loss by Class**

September 1, 2015 through December 30, 2016

Generation Project

Ordinary Income/Expense

Expense

404.07 · Legal Services -	1,295.90
406.46 · Meetings	1,444.30
408.07 · Engineering Services	16,819.89
442 · Electric System	
442.140 · Electric Payroll	2,888.84
442.200 · Materials and Supplies	18,179.23
442.300 · General Expense	40.00
442.325 · Postage	469.00
442.341 · Advertising,printing,bondin	3,636.38
442.367 · Other Operating Expense	140.00
442.408 · Engineering Services	441.00
442.640 · Capital Construction Expenses	191,176.78
442.710 · Capital Purchases - Land	11,284.55
442.760 · Major Equipment	1,813,406.94
<b>Total 442 · Electric System</b>	<b>2,041,662.72</b>

481.161 · Social Security	179.55
481.166 · Medicare(boro's share)	41.88

<b>Total Expense</b>	<b>2,061,444.24</b>
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<b>Net Ordinary Income</b>	<b>-2,061,444.24</b>
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<b>Net Income</b>	<b>-2,061,444.24</b>
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Borough of Berlin  
F350 Quotes

Code Package		Tri -Star 10/27/2016	Tri-Star 12/01/2016	New Holand 12/27/2016
F3B	Base Vehicle Price	\$36,505.00	\$36,505.00	\$36,505.00
610A	17" Wheels, Vinyl Seats, AM/M Radio/clock, painted wheels	\$0.00	\$0.00	\$0.00
Powertrain	6.7L Diesel, V8, 29 Gal. Fuel 11,000 GVWR, 142" wheelbase	\$8,595.00	\$8,595.00	\$8,595.00
Powertrain	Transmission: TorqShift 6 Speed Automatic	\$0.00	\$0.00	\$0.00
Powertrain	Electronic-Locking w/3.5 Axle Ratio	\$390.00	\$390.00	\$390.00
Tires	LT245/75Rx17EBSW A/T tires	\$165.00	\$0.00	\$165.00
Seats & Trim	HD Vinyl seats with 40/20/40 Split Bench Seat	\$0.00	N/A	\$0.00
Seats & Trim	Cloth 40/mini console/40 front seat	N/A	\$515.00	N/A
XL Package	4.2" Center Stack Screen, CD/MP3, Chrome Hub Cover, Chrome Bumpers, Steering Wheel Crise		\$720.00	N/A
	Snow Plow Prep Package	\$85.00	\$85.00	\$85.00
	4x4 Electronic Shift on the Fly	N/A	\$185.00	N/A
	Engine Block Heater	N/A	\$75.00	N/A

Trailer Brake Controller	\$270.00	N/A	\$270.00
LED Roof Clearance Lights	\$80.00	\$80.00	\$80.00
110V/400W Outlet	N/A	\$75.00	N/A
Upfitter Switches (6)	\$165.00	N/A	\$165.00
Gray Interior, Race Red Exterior	\$0.00	Gray Int/White Ext	\$0.00
	\$46,255.00	\$47,225.00	\$46,255.00
Destination Charge	\$1,195.00	\$1,195.00	\$1,195.00
Subtotal Vehicle Price	\$47,450.00	\$48,420.00	\$47,450.00
8.5 Western Plow	\$6,100.00	\$6,100.00	\$6,100.00
Additional Dealer Concessions			
CoStars Discount	(\$12,332.00)	(\$12,726.00)	(\$12,022.00)
Net Price	\$41,218.00	\$41,794.00	\$41,528.00

New Holland 01/02/2017	Day Ford, Inc.	
	Westmoreland COG	Smail Automotive
\$36,505.00	\$28,232.00	\$36,505.00
\$0.00	\$0.00	\$0.00
\$8,595.00	\$8,595.00	\$8,595.00
\$0.00	\$0.00	\$0.00
\$390.00	\$390.00	\$390.00
\$165.00	\$165.00	\$165.00
\$0.00	\$0.00	\$0.00
N/A	N/A	N/A
N/A	N/A	N/A
\$85.00	\$85.00	\$85.00
N/A	N/A	N/A
N/A	N/A	N/A



\$270.00	\$270.00	\$270.00
\$80.00	\$80.00	\$80.00
N/A	N/A	N/A
\$165.00	\$165.00	\$165.00
\$0.00	\$0.00	\$0.00
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\$46,255.00	\$37,982.00	\$46,255.00
\$1,195.00	\$40.00	\$1,195.00
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\$47,450.00	\$38,022.00	\$47,450.00
\$6,100.00	\$6,100.00	\$6,100.00
		(\$1,305.90)
(\$12,222.00)	\$0.00	(\$11,954.10)
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\$41,328.00	\$44,122.00	\$40,290.00

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