



Official and Approved Minutes

BERLIN BOROUGH COUNCIL

January 2, 2018 - 7:30 p.m.

1. The President calls the meeting to order.
2. Pledge of Allegiance to the American Flag.

ROLL CALL

Barbara Zerfoss	Present
Thomas L. Fisher	Present
Michael A. Lottig	Present
John Harding, Jr.	Present
Thomas W. Jones	Present
Mayor Joseph Krause	Present
Clifford E. Horner	Present
Charles E. Rhodes	Present

Also in attendance were:

Thomas D. Jones, Executive Borough Secretary

Members of the public – see attached lists

Citizen Comments:

Jillian Kroon – 1) she has had to replace 5 garbage cans that the garbage employees have tossed around, mishandled, or that have been in the roadway. *Mayor Krause and Secretary Jones stated they would speak to the refuse crews about this.* 2) requested that the planters on Main Street be moved and stored for snow removal. *Secretary Jones stated he would discuss this with Chad Lowery and Barb Zerfoss said she would discuss this with Cheryl Hay.* 3) suggested that the Borough buy light poles with planters attached to them as part of the Revitalization Project. *Tom Fisher stated that 10 light poles and lights were purchased for Phase I – West Main Street and there were some suggestions already to purchase planters for these poles. The poles will be installed in the Spring as weather permits, and this can be addressed then.*

Minutes of the December 7, 2017 Regular Borough Council Meeting were included in the Council meeting packets for review. (Exhibit 1)

Motion by John Harding and seconded by Thomas Fisher to approve and accept the minutes of Regular Meeting of the Berlin Borough Council dated December 7, 2017.

Ayes: 7
Nays: 0
Motion Passed

President's Report

CCIS Activity Report – an email from CCIS reported that there were no permit applications and no inspections for December, 2017. (*Exhibit 2*)

Property Maintenance & Building Code Complaints - Secretary Jones reported that CCIS inspected the property at 428 South Street. A permit had previously been issued in the name of Mary Martin and as of the inspection date of December 12, 2017 construction had not resumed, however, the site was in compliance with the permit that was granted. Ms. Martin was informed to post the permit so that it is visible.

Banking Documents Resolutions - New resolutions are required by the Borough Banks authorizing officials to execute checks and other documents:

RESOLUTION NO. 01022018-04

BE IT RESOLVED, and it is hereby resolved that the Berlin Borough Council of the Borough of Berlin, Somerset County, Pennsylvania, authorizes and ratifies the investment of funds in certificates of deposit and money market accounts, and the establishment of checking accounts and payroll accounts at the First National Bank of Pennsylvania effective January 1, 2018; and

BE IT FURTHER RESOLVED, that the Berlin Borough Council of the Borough of Berlin, Somerset County, Pennsylvania, authorizes Borough Council President Charles E. Rhodes, Borough Council Vice-President John F. Harding, Jr., Borough Council President Pro Tem Thomas L. Fisher, Executive Borough Secretary Thomas D. Jones, and Borough Treasurer Cindy Flamm (any three of these five) to execute such documents as may be necessary to effect investments and transact business via checking accounts, payroll accounts, and savings accounts; and furthermore, only one signature (any one of the five above) is required to transfer Berlin Borough funds from one Berlin Borough account to another Berlin Borough account at the First National Bank of Pennsylvania.

Motion by Barbara Zerfoss, and seconded by Michael Lottig to adopt Resolution No. 01022018-04 regarding signatures of checking, payroll, and savings accounts at the First National Bank of Pennsylvania effective January 1, 2018.

Aye: 7
Nay: 0
Motion Passed

RESOLUTION NO. 01022018-05

BE IT RESOLVED, and it is hereby resolved that the Berlin Borough Council of the Borough of Berlin, Somerset County, Pennsylvania, authorizes and ratifies the investment of funds in certificates of deposit and money market accounts, and the establishment of checking accounts and payroll accounts at the Somerset Trust Company effective January 1, 2018; and

BE IT FURTHER RESOLVED, that the Berlin Borough Council of the Borough of Berlin, Somerset County, Pennsylvania, authorizes Borough Council President Charles E. Rhodes, Borough Council Vice-President John F. Harding, Jr., Borough Council President Pro Tem Thomas L. Fisher, Executive Borough Secretary Thomas D. Jones, and Borough Treasurer Cindy Flamm (any three of these five) to execute such documents as may be necessary to effect investments and transact business via checking accounts and savings accounts; and furthermore, only one signature (any one of the five above) is required to transfer Berlin Borough funds from one Berlin Borough account to another Berlin Borough account at the Somerset Trust Company.

Motion by John Harding, and seconded by Clifford Horner to adopt Resolution No. 01022018-05 regarding signatures of checking, payroll, and savings accounts at Somerset Trust Company effective January 1, 2018.

Aye: 7

Nay: 0

Motion Passed

RESOLUTION NO. 01022018-06

BE IT RESOLVED, and it is hereby resolved that the Berlin Borough Council of the Borough of Berlin, Somerset County, Pennsylvania, authorizes and ratifies the investment of funds in certificates of deposit and money market accounts, and the establishment of checking accounts and payroll accounts at the Citizens Neighborhood Bank effective January 1, 2018; and

BE IT FURTHER RESOLVED, that the Berlin Borough Council of the Borough of Berlin, Somerset County, Pennsylvania, authorizes Borough Council President Charles E. Rhodes, Borough Council Vice-President John F. Harding, Jr., Borough Council President Pro Tem Thomas L. Fisher, Executive Borough Secretary Thomas D. Jones, and Borough Treasurer Cindy Flamm (any three of these five) to execute such documents as may be necessary to effect investments and transact business via checking accounts and savings accounts; and furthermore, only one signature (any one of the five above) is required to transfer Berlin Borough funds from one Berlin Borough account to another Berlin Borough account at the Citizens Neighborhood Bank.

Motion by John Harding, and seconded by Michael Lottig to adopt Resolution No. 01022018-06 regarding signatures of checking, payroll, and savings accounts at Citizens Neighborhood Bank effective January 1, 2018.

Aye: 7

Nay: 0

Motion Passed

Weekly approval of invoices, bills, and payroll – President Charles Rhodes directed Tom Fisher to continue to approve the weekly bills for payment until such time a new Chair is appointed to the Finance Committee.

PSAB Training Boot Camp for Newly Elected Municipal Officers - The Pennsylvania State of Association of Boroughs is offering a two day course for 2018 Newly Elected Municipal Officers. They are recommending that all newly elected officers attend and also encourage experienced elected and appointed officials to attend as a refresher course. The closest location is at the Johnstown Holiday Inn Express on February 9th and 10th. The cost is \$185.00 per person or \$100.00 per person if four or more people attend.

Motion by John Harding and seconded by Thomas W. Jones authorizing members of Council, Borough Secretary, and Treasurer to attend the PSAB Newly Elected Municipal Officers Training Boot Camp at the Johnstown Holiday Inn Express on February 9th and 10th. All costs to attend the training will be paid for by the Borough of Berlin.

Aye: 7

Nay: 0

Motion Passed

NOTE: Council Members Thomas W. Jones, Cliff Horner, and Mike Lottig stated they will attend the training. Secretary Jones pointed out that if four or more attended the cost would be only \$100.00 per person to attend. Barbara Zerfoss stated she might attend. Secretary Jones stated he would attend if no other council member attended, since in effect it would be free since 3 members already plan to attend.

Municipal Authority of the Borough of Berlin Appointment – the term for Municipal Authority member C. Scott Miller expired December 31, 2017.

Motion by Barbara Zerfoss and seconded by John Harding to appoint C. Scott Miller to an additional 5-year term on the Municipal Authority of the Borough of Berlin beginning January 1, 2018.

Ayes: 7

Nays: 0

Motion Passed

Mayor's Report: Mayor Joseph G. Krause

From December 1 to December 31, 2017:

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

Officers were dispatched for 58 calls.

Officers investigated 8 incidents. 8 of these are now closed.

14 Traffic Stops were conducted.

0 Non-Traffic citations were issued.

2 people were arrested.

Mayor's Police Report for 2017 Year

From January 1, 2017 to current date of December 31, 2017.

Officers were dispatched for 608 calls.

Officers investigated 219 complaints. 219 of these are now closed.

3 Non-Traffic citations were issued.

155 Traffic Stops were conducted.

48 Traffic citations were issued.

107 Traffic Warnings were issued.

21 Arrests were made.

Motion by John Harding and seconded by Clifford Horner to approve and accept the Police Report as presented.

Ayes: 7

Nays: 0

Motion Passed

Committee Reports:

ELECTRIC COMMITTEE -

Generator Update – the generators successfully operated and captured the 1CP times during December. The highest 1CP time was during the hour ending at 7:00 p.m. on December 28th.

AMP Icebreaker Offshore Wind Farm – AMP has sent information to see if members want to purchase power from the Lake Erie Icebreaker Offshore Wind Farm. Secretary Jones will follow up with AMP on the terms, conditions, and pricing and will report back at the next Council meeting.

House Bill 1405 Update – a date for the committee hearing on this bill is expected to be set for some time in February.

Thermo-graphic testing - Brian Wiedenhofst recommends that thermo-graphic testing of the Borough's electric distribution system be during this winter when the system has a heavy load. This has been done in conjunction with AMP in prior years. AMP quoted a cost of \$75.00/hour last year for time spent on site. It has taken 10 hours or less in the past.

Motion by John Harding and seconded by Thomas W. Jones authorizing a thermo-graphic analysis of the borough's electric distribution system to be done by AMP at a cost not to exceed \$1,000.00.

Ayes: 7

Nays: 0

Motion Passed

PERSONNEL & FINANCE COMMITTEE -

Personnel – Thomas Fisher said the Council may want to consider moving Paul Glessner from seasonal to part-time on the garbage truck. He is working 20-24 hours per week.

Treasurer's Report and Bills:

The Borough incurred \$0.00 in attorney expenses and \$37.50 in Borough employee expenses for a total of \$37.50 in addressing Right-to-Know requests and Property Maintenance Complaints for the month of December, 2017. The total from December 1, 2016 through December 31, 2017 is \$3,878.55

- Treasurer's Report – the reports were included in the Council Meeting Packets (Exhibit 3 & 4). There were no questions or discussion.

Motion by John Harding and seconded by Michael Lottig to approve the bills and Treasurer's Report as specified on Exhibit 3 & 4.

Ayes: 7

Nays: 0

Motion Passed

The Certificate of Deposit with Citizen's Neighborhood Bank matures on January 9th. It was recommended that it be renewed at Citizen's, or placed with Somerset Trust Company or First National Bank, whichever offers the best interest rate and terms. Citizen's is offering 2% interest for 42 months; Somerset Trust is offering 2% for 19 months. Thomas Fisher recommended placing the Certificate of Deposit with Somerset Trust Company.

Motion by John Harding and seconded by Barbara Zerfoss to approve Borough Treasurer Cindy Flamm to purchase a Certificate of Deposit in the total amount of the principal and interest of the maturing Certificate of Deposit now on deposit with Citizen's Neighborhood Bank and place it with Somerset Trust Company for 19 months at 2% interest.

Ayes: 7

Nays: 0

Motion Passed

Somerset Trust Company is offering a new Municipal Money Market Account that has a higher yielding savings option.

Motion by Thomas Fisher and seconded by Clifford Horner to approve converting the existing savings accounts at Somerset Trust Company into Municipal Money Market Accounts.

Ayes: 7

Nays: 0

Motion Passed

FIRE & GARBAGE COMMITTEE -

Secretary Jones was directed to contact Jim Snyder to see if he has any more Borough dumpsters there for repair.

HOUSE COMMITTEE -

Barbara Zerfoss stated she had talked to Brad Flick and the public address system in the Community Room may need replaced. Secretary Jones stated that an Act 8 meeting with the fired

department needs to be scheduled and this could be discussed at that time. The meeting will be during the committee of the whole meeting to be held on January 18th.

EQUIPMENT COMMITTEE –

Three sealed bids were received for the sale of the Caterpillar 920 frontend loader. The bids were opened and are as follows:

- | | |
|----------------------------|------------|
| 1) Cochran Equipment | \$3,750.00 |
| 2) James Snyder | \$4,098.00 |
| 3) Fieg Bros. Coal Company | \$5,100.00 |

Motion by Barbara Zerfoss and seconded by Thomas W. Jones to award the sale of the Caterpillar front loader to Fieg Bros. Coal Company for the amount of \$5,100.00.

ROLL CALL (Secretary Jones called the roll)

Yes : Barbara Zerfoss
Yes : Thomas L. Fisher
Yes : Michael A. Lottig
Yes : John Harding, Jr.
Yes : Thomas W. Jones
Yes : Clifford E. Horner
Yes : Charles E. Rhodes

Aye: 7

Nay: 0

Motion Passed

Motion by Barbara Zerfoss and seconded by Thomas Fisher to have the engine brake repaired on the older garbage truck.

Aye: 7

Nay: 0

Motion Passed

STREETS, STORM SEWERS & SIDEWALKS COMMITTEE

Appalachian Engineering Group, LLC Change Order – the previous Council requested Secretary Jones to meet with Kevin Yoder from Appalachian Engineering to review a change order that was submitted for engineering services on Phase I of the Berlin Revitalization Project. A corrected change order has been submitted for approval and payment.

Motion by Thomas Fisher and seconded by John Harding to approve Change Order No. 1 in the total amount of \$3,633.00 submitted by Appalachian Engineering Group, LLC for engineering services on the West Main Street, Phase I - Berlin Revitalization Project.

Ayes: 7

Nays: 0

Motion Passed

Breakfast Seminar - Unique Paving Materials Corp. and Old Earth Products are holding a free breakfast seminar on highway and street patching and maintenance. Secretary Jones was directed to see if Chad Lowery wanted to attend.

Ordinance No. 343, Amendment of Sidewalk Ordinance – this ordinance was duly advertised in the Somerset Daily American and vote is required for passage an enactment.

ORDINANCE NO. 343

AN ORDINANCE OF THE BOROUGH OF BERLIN, SOMERSET COUNTY, PENNSYLVANIA AMENDING, REVISING AND REPEALING ORDINANCE NUMBER 319A OF SUCH BOROUGH TO THE EXTENT IT IS INCONSISTENT HEREWITH; AMENDING SECTION B, PARAGRAPH 2 OF ARTICLE 1

**OF SUCH ORDINANCE; REAFFIRMING ALL OTHER PARTS AND PROVISIONS OF ORDINANCE
NUMBER 319A; AND ESTABLISHING AN EFFECTIVE DATE FOR THIS ORDINANCE**

WHEREAS, the Borough of Berlin (hereinafter “the Borough”) previously enacted Ordinance No. 319 A governing maintenance, repair, and replacement of sidewalks within the Borough; and

WHEREAS, the Council for the Borough finds its necessary to amend its prior Ordinance No. 319A as such Ordinance pertains to construction or replacement of certain sidewalks and curbs within the Borough by the Borough along State highways;

WHEREAS, it is hereby expressly declared that it is not the purpose or intention of the Borough, by this Ordinance, to discriminate against or in any way to impose undue hardship, upon any individual, group, company or other business entity of any type;

NOW, THEREFORE, be it ordained and enacted by the Council of the Borough of Berlin, Somerset County, Pennsylvania, and it is hereby ordained and enacted by authority of the same:

SECTION NO. 1: REPEALER

Ordinance No. 319 A of Berlin Borough or any part or portion thereof is amended, repealed, and/or revised to the extent inconsistent herewith.

**SECTION NO. 2: AMENDMENTS TO ARTICLE 1, SECTION B, PARAGRAPH 2 OF
ORDINANCE 319A**

Article 1, Section B, Paragraph 2 of Ordinance 319A shall be amended to read as follows:

2. Sidewalks and curbs with the exception of those which are constructed or replaced in the Borough by the Borough, shall be constructed, repaired, replaced, and maintained for the use of pedestrians at the expense of the owners of the abutting properties along such streets, alleys, public ways or State highways within the Borough as determined by Borough Council. Such sidewalks shall be kept in good repair and safe condition and shall be maintained for the use of pedestrians at the expense of the abutting properties owners along such streets, alleys, public ways or State highways within the Borough even if the Borough ultimately constructs or replaces the same.

**SECTION NO. 3: REAFFIRMATION OF ALL OTHER SECTIONS AND PARTS OF ORDINANCE
NO. 319A**

All other provisions and portions of Ordinance No. 319A of the Borough shall remain in full force and affect and are reaffirmed and/or readopted hereby.

SECTION NO. 4: VALIDITY

If any section, clause or part of this Ordinance is for any reason found to be unconstitutional, illegal or otherwise invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections, or parts of this Ordinance. It is hereby declared as the intent of the Borough

that this Ordinance would have been adopted had such unconstitutional, illegal or otherwise invalid sentence, clause, section or part not been included herein.

SECTION NO. 5: EFFECTIVE DATE

This Ordinance shall become effective within five days of its adoption.

DULY ENACTED AND ORDAINED, this 2nd day of February, 2018 by the Borough Council of the Borough of Berlin, Somerset County, Pennsylvania, in lawful session fully assembled.

Motion by Thomas Fisher and seconded by Clifford Horner to adopt and enact Ordinance 343, Amended Sidewalks Ordinance.

ROLL CALL (*Secretary Jones called the roll*)

Yes : Barbara Zerfoss
Yes : Thomas L. Fisher
No : Michael A. Lottig
Yes : John Harding, Jr.
No : Thomas W. Jones
Yes : Clifford E. Horner
Yes : Charles E. Rhodes

Aye: 5

Nay: 2

Motion Passed

POLICE COMMITTEE - *there was nothing to report.*

BEAUTIFICATION COMMITTEE – *there was nothing to report.*

Motion by John Harding and seconded by Michael Lottig to adjourn to executive session.

Aye: 7

Nay: 0

Motion Passed

At 8:51 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.

Executive Session

Motion by Thomas Fisher and seconded by John Harding to reconvene the regular meeting.

Aye: 7

Nay: 0

Motion Passed

At 9:22 P.M., the council reconvened the regular meeting.

Council member Thomas W. Jones suggested that Council look at replacing locks to Borough buildings and to analyze Borough computer security against hacking. This was referred to the House Committee.

Council member Barbara Zerfoss requested that Council write off an invoice dated April 7, 2016 to her for \$75.00 for attorney fees dated from June 30, 2015. There was discussion on the validity of the invoice.

Motion by Thomas W. Jones and seconded by Clifford Horner to issue a credit of \$75.00 against invoice #1620 for Barbara Zerfoss.

ROLL CALL (Secretary Jones called the roll)

Abstained : Barbara Zerfoss (abstained due to a personal conflict of interest)

No : Thomas L. Fisher

Yes : Michael A. Lottig

Yes : John Harding, Jr.

Yes: Thomas W. Jones

Yes : Clifford E. Horner

Yes : Charles E. Rhodes

Aye: 5

Nay: 1

Abstained: 1

Motion Passed

Motion by Michael Lottig and seconded by John Harding to adjourn this Meeting of the Berlin Borough Council at 9:26 P.M.

Aye: 7

Nay: 0

Motion Passed

Note: The next regular meeting of the Berlin Borough Council is scheduled for Thursday February 1, 2018, beginning at 7:00 p.m., at the Berlin Borough Council conference/meeting room, 700 North Street, Berlin, Pennsylvania.



Executive Borough Secretary
January 5, 2017



Guest Registry

Berlin Borough Council Meeting

January 2, 2018

Name	Address	Telephone	Email
Matt Walker		814-267-5384	
JEANNE M. JOHNSON		(814) 233-4916	
MICHAEL FOGLE			
Stephen Custer			
Jillian Kroon			
Dennis McQuade		267-4496	
Ben M. Scheller		267-3748	

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



Thank You for attending the Berlin Borough Council Meeting.

Your input is both welcomed and appreciated.

Borough RTK and Property Maintenance Complaint

	Attorney fees	Boro Labor	Filed by
12/5/16 RTK	100.00		Robert Zerfoss
12/6/16 RTK	140.00		Robert Zerfoss
12/7/16 RTK	70.00		Robert Zerfoss
12/16/16 RTK	20.00		Robert Zerfoss
12/16/16 RTK	20.00		Robert Zerfoss
Tom Jones		100.00	
Total	<u>350.00</u>	<u>100.00</u>	
1/4/2017RTK Appeal	12.50		Robert Zerfoss
1/9/2017RTK Appeal	37.50		Robert Zerfoss
1/10/2017RTK Appeal	50.00		Robert Zerfoss
1/11/2017RTK Appeal	237.50		Robert Zerfoss
Tom Jones		114.20	
	<u>337.50</u>	<u>114.20</u>	
2/9/2017 RTK	12.50		Riggs
2/22/2017RTK	125.00		Robert Zerfoss
2/22/2017RTK Appeal	25.00		Robert Zerfoss
2/22/2017RTK Appeal	375.00		Robert Zerfoss
02/22/17 RTK Appeal	230.40		Robert Zerfoss
Property/Permit Complaints		87.50	
Other Atty costs(Prothonotary/Mileage)	144.28		Robert Zerfoss
Tom Jones		75.00	
	<u>912.18</u>	<u>162.50</u>	
3/6/17 RTK Appeal Hearing	50.00		Robert Zerfoss
3/15/17 RTK Brief for hearing	162.50		Robert Zerfoss
3/16/17 RTK Finalized Brief	100.00		Robert Zerfoss
3/17/17 RTK Hearing Continued	25.00		Robert Zerfoss
Tom Jones		75.00	Robert Zerfoss
Tom Jones		37.50	Michael Oakes
	<u>337.50</u>	<u>112.50</u>	
3/21/17 RTK Litigation Matters	62.50		Robert Zerfoss
3/22/17 RTK Continuance	50.00		Robert Zerfoss
3/22/17 RTK - various new	12.50		Robert Zerfoss
3/28/17 RTK - new review	50.00		Robert Zerfoss
4/19/17 RTK Litigation Brief	50.00		Robert Zerfoss
Postage to Prothonotary	22.07		Robert Zerfoss

Property/Permit Complaints		25.00	
Tom Jones		100.00	Robert Zerfoss
Tom Jones		18.75	Barb Zerfoss
	<hr/>	247.07	143.75
4/21/17 RTK - Prep for Appeal		12.50	Robert Zerfoss
4/25/17 RTK - Hearing info		75.00	Robert Zerfoss
4/26/17 RTK - Hearing Prep		100.00	Robert Zerfoss
4/26/17 RTK- Hearing		330.10	Robert Zerfoss
5/17/17 Commonwealth code		75.00	Robert Zerfoss -
			Court Appearance 4/26
Property Main. Complaints		75.00	
	<hr/>	592.60	75.00
5/30/17 RTK-Review Ct. Order		50.00	Robert Zerfoss
06/01/17 RTK-Litigation Matter		50.00	Robert Zerfoss
7/21/17 RTK - Personnel Records		25.00	American Transparency
7/24/17 RTK - Personnel Records		25.00	American Transparency
Tom Jones - June			75.00
	<hr/>	150.00	75.00
Tom Jones - August			37.50
Tom Jones - October			18.75
	<hr/>		
11/14/17 RTK - Energy Contracts		37.50	Energy Research Council
Tom Jones - November			37.50
Tom Jones - December, RTK			18.75 Energy Research Council
Tom Jones - December, P M C			18.75 Brian Gindlesperger - porch
	Total	2,964.35	914.20
Total all fees and labor		3,878.55	

Tips for updating QuickBooks L

You can export a report, change certain format

QuickBooks will update and keep these changes

- 1 Renamed report titles
- 2 Font, Fill, and Number formatting
(in row & column headers only)
- 3 Resized columns
- 4 Renamed column & row headers
- 5 Inserted rows & columns
You must enter text or a formula in the row to preserve it.
- 6 New Excel formulas
The updated report must contain the row associated with y
- 7 Inserted text
Make your new text always appear next to a particular row
the text as a formula (e.g. ="inserted text")

QuickBooks will NOT support these changes:

- Font formatting in r
- Inserted rows that a
- Moved data cells

Desktop report in Excel

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1						My Company P&L		
2						Profit & Loss		
3						July through August 2012		
4							07/16/12	Aug 16
5						Ordinary Income/Expense		
6						MONEY IN (aka Income)		
7						40100 - Construction Income		
8						40110 - Design Income	3,054.02	3,900.00
9						40199 - Less Discounts given	0.00	-48.35
10						Total 40100 - Construction Income	3,054.02	3,751.65
11						40500 - Reimbursement Income		
12						40520 - Permit Reimbursement Income	0.00	487.00
13						Total 40500 - Reimbursement Income	0.00	487.00
14						Total Income	3,054.02	29,197.65
15						* Labor Income less Design Income	3,054.02	13,227.00
16						Cost of Goods Sold		

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- Renamed date columns
- Deleted columns
- Sorted columns

- Inserted columns in between QuickBooks row headers

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TOTAL	
6,954.02	
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487.00	
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21,596.71	Labor Diff

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formulas may not be collapsed reports when the same excel sheet

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

Date	Num	Name	Memo	December 2017	
				Original Amount	Paid Amount
12/01/2017	4300	Boro Payroll Account		-1,421.47	-1,421.47
12/01/2017	4301	Advanced Disposal Services - MLF	2440000214	-4,537.23	-4,537.23
12/01/2017	4302	Boro of Berlin General Fund	Dec.	-3,162.93	-3,162.93
12/01/2017	4303	Garbage Truck Saving Acct	Dec. 2017	-1,000.00	-1,000.00
12/05/2017	4306	Boro of Berlin General Fund		-14,000.00	-14,000.00
12/08/2017	4304	Boro Payroll Account		-1,588.85	-1,588.85
12/08/2017	4305	Berlin Lumber Company, Inc.	119016	-21.99	-21.99
12/15/2017	4307	Boro Payroll Account		-1,327.36	-1,327.36
12/15/2017	4308	Boro of Berlin General Fund		-10,000.00	-10,000.00
12/15/2017	4309	J.E. Herring Motor Co.	.	-485.84	-485.84
12/22/2017	4310	Boro Payroll Account		-1,081.26	-1,081.26
12/22/2017	4311	Advanced Disposal Services - MLF	2440000214	-3,943.67	-3,943.67
12/22/2017	4312	Berlin Oil Company	BP-SS00020	-965.20	-965.20
12/22/2017	4313	Boro of Berlin General Fund		-390.00	-390.00
12/22/2017	4314	Legacy Truck Centers, Inc.	VOID: 05477	0.00	0.00
12/22/2017	4315	Legacy Truck Centers, Inc.	05477	-58.13	-58.13
12/29/2017	4316	Boro Payroll Account		-1,273.58	-1,273.58
12/29/2017	4317	Legacy Truck Centers, Inc.	05477	-191.76	-191.76
12/29/2017	4318	Boro of Berlin General Fund		-9,000.00	-9,000.00
					<u>-54,449.27</u>
					<u>-54,449.27</u>
			Total		<u><u>-54,449.27</u></u>

Electric System of Berlin Borough, Somerset County, PA Bills for Council Approval

		December 2017			
Date	Num	Name	Memo	Original Amount	Paid Amount
12/01/2017	10560	Boro Payroll Account		-212.46	-212.46
12/01/2017	10562	AMP, Inc.	10950	-82,217.17	-82,217.17
12/01/2017	10563	Street Lighting Savings Account	Dec.	-1,000.00	-1,000.00
12/08/2017	10564	Boro Payroll Account		-167.51	-167.51
12/08/2017	10565	Electric Generation Project Acct.	November	-9,555.00	-9,555.00
12/08/2017	10566	Electric Generation Project Acct.	May, Aug., Oct., Nov., Dec.	-20,000.00	-20,000.00
12/15/2017	10567	Boro Payroll Account		-229.52	-229.52
12/15/2017	10568	Electric Generation Project Acct.	Dec. PPA	-10,505.70	-10,505.70
12/15/2017	10569	Allegheny Electric Cooperative, Inc.	BER100	-2,359.33	-2,359.33
12/15/2017	10570	The Hite Company		-150.00	-150.00
12/15/2017	10571	Wiedenhof Electric		-2,202.50	-2,202.50
12/15/2017	10572	Somerset Trust Co		-1,130.10	-1,130.10
12/15/2017	10573	Boro of Berlin Gen. Fund - Transfer	Transfer	-5,750.00	-5,750.00
12/15/2017	10574	Boro of Berlin Gen. Fund - Transfer	Transfer	-10,495.40	-10,495.40
12/20/2017	ACH	PA Dept of Revenue 280406SalesTax	Nov. 2017	-1,507.31	-1,507.31
12/22/2017	10575	Boro Payroll Account		-154.40	-154.40
12/22/2017	10576	Rumsey Electric Company	34683	-3,475.00	-3,475.00
12/22/2017	10577	Boro of Berlin Gen. Fund - Transfer	Transfer	-11,000.00	-11,000.00
12/29/2017	10578	Boro Payroll Account		-294.49	-294.49
12/29/2017	10579	AMP, Inc.	10950	-102,662.59	-102,662.59
12/29/2017	10580	Boro of Berlin Gen. Fund - Transfer	Transfer	-9,000.00	-9,000.00
					<u>-274,068.48</u>
Total					<u>-274,068.48</u>

Borough of Berlin, Somerset County, Pennsylvania
Bills for Council Approval

		December 2017			
Date	Num	Name	Memo	Original Amount	Paid Amount
12/01/2017	15831	Boro Payroll Account		-7,398.19	-7,398.19
12/01/2017	15832	Allison & Rickards, Attorneys at Law, LLC		-387.50	-387.50
12/01/2017	15833	Cover Insurance	office clerk	-198.00	-198.00
12/01/2017	15834	Principal Life Insurance Company	N86102-1	-101.52	-101.52
12/01/2017	15835	Safeguard		-116.33	-116.33
12/01/2017	15836	Sherry's Cleaning		-500.00	-500.00
12/01/2017	15837	Sign It		-2,567.50	-2,567.50
12/01/2017	15838	Somerset Candy Company, Inc.	00494	-97.30	-97.30
12/05/2017	15839	Police Fleet Savings	Oct.	-1,000.00	-1,000.00
12/05/2017	15840	Truck Fleet Savings Acct.	Oct.	-3,000.00	-3,000.00
12/08/2017	15841	Boro Payroll Account		-12,997.95	-12,997.95
12/08/2017	15842	Street Cleaning Device Account	Oct.	-1,000.00	-1,000.00
12/08/2017	15843	Comcast - Internet	8993 20 663 0100779	-109.95	-109.95
12/08/2017	15844	Foster F. Wineland, Inc.	12792	-32.43	-32.43
12/08/2017	15845	Garrett Limestone Co., Inc.	BER2	-376.07	-376.07
12/08/2017	15846	Municipal Water Authority	2017	-2,340.00	-2,340.00
12/08/2017	15847	Olde Earth Products		-417.60	-417.60
12/08/2017	15848	Quill Corporation	02677857	-243.66	-243.66
12/08/2017	15849	Somerset Tire, Inc.		-38.50	-38.50
12/08/2017	15850	Tri County Office Machines		-24.99	-24.99
12/08/2017	15851	Verizon 90640444		-115.88	-115.88
12/08/2017	15852	West Central Equipment	2673837	-53.00	-53.00
12/08/2017	15853	American Gas Lamp Works, LLC		-7,329.98	-7,329.98
12/08/2017	15854	Petty Cash Fund		-250.00	-250.00
12/13/2017	15855	Police Fleet Savings	Nov., Dec.,	-2,000.00	-2,000.00
12/13/2017	15856	Truck Fleet Savings Acct.	Nov. Dec.	-6,000.00	-6,000.00
12/15/2017	15857	Boro Payroll Account		-7,669.50	-7,669.50
12/15/2017	15858	Street Cleaning Device Account	Nov., Dec.	-2,000.00	-2,000.00
12/15/2017	15859	Berlin Auto, LLC		-249.58	-249.58
12/15/2017	15860	Berlin Lumber Company, Inc.	119016	-76.19	-76.19
12/15/2017	15861	Berlin Oil Company	BP-SS00020	-122.00	-122.00
12/15/2017	15862	Children's Aid Home & Society of Somerset		-100.00	-100.00

Borough of Berlin, Somerset County, Pennsylvania
Bills for Council Approval

December 2017

12/15/2017	15863	Fogle Construction, LLC		-875.00	-875.00
12/15/2017	15864	Foster F. Wineland, Inc.	12792	-949.81	-949.81
12/15/2017	15865	Humane Society of Somerset County		-100.00	-100.00
12/15/2017	15866	Pennsylvania One Call System, Inc.	AE1	-37.14	-37.14
12/15/2017	15867	PSATS		-125.00	-125.00
12/15/2017	15868	S & D Calibration Services, Inc.		-56.00	-56.00
12/15/2017	15869	Somerset Trust - Credit card	4134970000021928	-24.58	-24.58
12/15/2017	15870	The Hite Company		-277.46	-277.46
12/15/2017	15871	Verizon		-434.04	-434.04
12/15/2017	15872	Veterans Home Assco. of Berlin		-1,268.25	-1,268.25
12/15/2017	15873	Wiedenhoft Electric -Boswell		-1,282.50	-1,282.50
12/15/2017	15874	L/B Water Service, Inc.		-288.72	-288.72
12/15/2017	15875	Darr Construction, Inc.		-70,495.40	-70,495.40
12/22/2017	15876	Boro Payroll Account		-8,542.43	-8,542.43
12/22/2017	15877	B. J. Maurer Motor Co., Inc.		-34.00	-34.00
12/22/2017	15878	Berlin Auto, LLC		-31.00	-31.00
12/22/2017	15879	Berlin Oil Company	BP-SS00020	-655.35	-655.35
12/22/2017	15880	Borough of Berlin Refuse Collection		-106.29	-106.29
12/22/2017	15881	Cindy Flamm		-76.28	-76.28
12/22/2017	15882	Columbia Gas of Pennsylvania		-1,234.30	-1,234.30
12/22/2017	15883	Erzen Associates, Inc.	0001250	-145.00	-145.00
12/22/2017	15884	Keim's Sales and Service		-7.80	-7.80
12/22/2017	15885	M.E.I.T		-12,492.42	-12,492.42
12/22/2017	15886	Somerset Candy Company, Inc.	00494	-61.65	-61.65
12/22/2017	15887	Somerset Tire, Inc.		-199.27	-199.27
12/22/2017	15888	State Workers Insurance Fund	05967887	-1,117.00	-1,117.00
12/22/2017	15889	Thomas Jones		-103.57	-103.57
12/22/2017	15890	Unifirst Corporation	251494	-140.70	-140.70
12/22/2017	15891	Verizon		-62.99	-62.99
12/22/2017	15892	West Central Equipment	2673837	-65.91	-65.91
12/29/2017	15893	Boro Payroll Account		-11,665.85	-11,665.85
12/29/2017	15894	Garrett Limestone Co., Inc.	BER2	-523.49	-523.49
12/29/2017	15895	J&J Truck Equipment	17900	-535.91	-535.91
12/29/2017	15896	Keim's Sales and Service		-28.10	-28.10

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12/27/17
Cash Basis

Borough of Berlin, Somerset County, Pennsylvania Bills for Council Approval

December 2017

12/29/2017 15897	Principal Life Insurance Company	N86102-1	-101.52	-101.52
12/29/2017 15898	Shaffer Block & Concrete Products Co, Inc	09798	-39.55	-39.55
12/29/2017 15899	EMC Insurance Companies	2X54339	-5,983.52	-5,983.52
				<u>-179,081.42</u>
			Total	<u>-179,081.42</u>

Borough of Berlin
Treasurer's Report
as of November 30, 2017

First National Bank Accounts - Interest on accounts at FNB .15%

Checking Accounts	General Fund	Refuse Collection	Electric System	Payroll Account
Balance	2,668.92	50,032.49	16,128.10	12,228.74
Revenues/Deposits *	42,239.68 *	29,333.41	177,694.48	
Transfer in	31,500.00			38,646.77
total	76,408.60	79,365.90	193,822.58	50,875.51
Expenses	61,649.94	20,899.98	20,813.44	36,678.46
Transfer out		2,000.00	42,599.01	
Balance	14,758.66	56,465.92	130,410.13	14,197.05

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

Savings Accounts	Street Cleaning	Garbage Truck	Capital Reserve	Motor Fuels
Balance	9,936.40	171,103.02	75,408.11	141,023.92
Interest	1.69	72.66	18.98	35.93
Transfer in/Income		2,000.00		
Transfer out/Expense				
Balance	9,938.09	173,175.68	75,427.09	141,059.85

Savings Accounts	Electric System	Electric Restoration	Street Light
Balance	920.71	660,059.04	76,656.38
Interest	0.16	280.30	19.49
Transfer in			1,000.00
Transfer out/Expense			
Balance	920.87	660,339.34	77,675.87

Savings Accounts	Elec. Generation	Truck Fleet	Beautification Project Fund	Police Fleet Acct.
Balance	178,459.30	28,474.04	1,301.25	3,043.42
Interest	74.91	5.80	0.21	0.52
Transfer in	10,099.01			
Transfer out/Expense				
Balance	188,633.22	28,479.84	1,301.46	3,043.94

Interest added is for September.

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

Certificates of Deposit

<u>Renewal date / CD#</u>	<u>Amount</u>	<u>Term/New APY</u>	<u>Bank</u>	<u>Interest earned</u>
Electric Restoration Fund 01/08/2018 #25398 \$	1,020,054.07	25 months/ 2.00%	Citizens National Bank	\$ 20,054.07
Celebration Fund 9/28/2019 #2003060552 \$	3,912.78	61 months / 2.04%	Somerset Trust	\$ 77.91

Revised 12/27/17 *

Borough of Berlin
Treasurer's Report
as of December 31, 2017

First National Bank Accounts - Interest on accounts at FNB .15%

Checking Accounts	General Fund	Refuse Collection	Electric System	Payroll Account
Balance	14,758.66	56,465.92	130,410.13	14,197.05
Revenues/Deposits	43,502.77	20,716.69	157,217.79	56,034.35
Transfer in	120,895.40			
total	179,156.83	77,182.61	287,627.92	70,231.40
Expenses	164,081.42	20,449.27	197,071.22	63,581.43
Transfer out	15,000.00	34,000.00	77,306.10	
Balance	75.41	22,733.34	13,250.60	6,649.97

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

Savings Accounts	Street Cleaning	Garbage Truck	Capital Reserve	Motor Fuels
Balance	9,938.09	173,175.68	75,427.09	141,059.85
Interest	1.63	71.09	18.60	34.78
Transfer in/Income	3,000.00	1,000.00		
Transfer out/Expense			67,400.00	
Balance	12,939.72	174,246.77	8,045.69	141,094.63

Savings Accounts	Electric System	Electric Restoration	Street Light
Balance	920.87	660,339.34	77,675.87
Interest	0.15	271.34	19.13
Transfer in			1,000.00
Transfer out/Expense			
Balance	921.02	660,610.68	78,695.00

Savings Accounts	Elec. Generation	Truck Fleet	Beautification Project Fund	Police Fleet Acct.
Balance	188,633.22	28,479.84	1,301.46	3,043.94
Interest	75.81	5.85	0.21	0.50
Transfer in	10,505.70	6,000.00		3,000.00
Transfer out/Expense				
Balance	199,214.73	34,485.69	1,301.67	6,044.44

Interest added is for September.

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

Certificates of Deposit

<u>Renewal date / CD#</u>	<u>Amount</u>	<u>Term/New APY</u>	<u>Bank</u>	<u>Interest earned</u>
Electric Restoration Fund 01/08/2018 #25398 \$	1,020,054.07	25 months/ 2.00%	Citizens National Bank	\$ 40,454.13
Celebration Fund 9/28/2019 #2003060552 \$	3,912.78	61 months / 2.04%	Somerset Trust	\$ 77.91