



## Official and Approved Minutes

### BERLIN BOROUGH COUNCIL MEETING

February 1, 2018 - 7:00 p.m.

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

#### **ROLL CALL**

Barb 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: *please see the attached guest registry*

#### **Citizen's Comments:**

The following residents asked to address the Council:

Josh Miller – Somerset Economic Development Council – Mr. Miller discussed the Somerset Economic Development Council and some of its 60 year old history. The Development Council is working to invest in companies already existing in Somerset County. More than 50 new jobs have been created and the Development Council is working with 42 new business start-ups in Somerset County. The Development Council is working closely with boroughs and townships to stimulate economic development. Mr. Miller stated they are working with some Berlin businesses now and looks forward to future meetings and projects with the Berlin Borough Council.

Terry Twombly – sanitary sewer complaint – Ms. Twombly lives in the Baltzer trailer park and has made complaints about the sewer situation at 171 Vine Street. She stated that Mr. Baltzer, the trailer court property owner, has not taken care of maintenance at the trailer park as he had promised. Now, sewage is leaking and running on the ground at 171 Vine Street, which adjoins her lot. Secretary Tom Jones stated that he and Joe Krause had been out to inspect the site and found there to be leaking sewer pipes that had frozen into a large block (*Mr. Jones presented photos of the pipes and ice*). Council President Rhodes stated he had been back at the address on two occasions and had talked to a young individual – the mobile home owner Calvin Henry was not at home on either occasion. Secretary Jones stated that Borough Solicitor Allison

had recommended that certified letters, return receipt requested, be sent to both Mr. Henry and Mr. Baltzer demanding that the sewer situation be resolved. Council directed Secretary Jones to send the letters and to determine what steps the Borough should take next if the problem is not corrected. Ms. Twombly suggested a certified inspector should inspect any repairs that are made.

Curt Glotfelty – he had questions for the three new Council members: 1) What was the Barb Zerfoss bill for that the Council wrote off – Council member Michael Lottig replied it was for legal fees from 2015 and Council member Clifford Horner said it had been on the books for 3 years and should be written off; 2) Will the whole town be given a credit or forgiveness of \$75 – Council member Thomas W. Jones replied that this question was inappropriate; 3) Isn't it an ethics violation to write the bill off? Didn't Ms. Zerfoss agree to pay the bill prior to asking it be written off? *Council did not offer an answer*; 4) Did Ms. Zerfoss asked to be excused from Council when she made the request? The answer was that she did not; 5) Ms. Zerfoss was asked why she did not pay the invoice and why she waited until the new Council was seated? No reply was given; 6) Why didn't Ms. Zerfoss file a police report on the stolen iPad and why did she not replace the iPad with one of equal or greater value? *Ms. Zerfoss answered that she wasn't sure it was stolen and that she did buy a tablet equivalent to the missing iPad.*

Bobby Zerfoss stated that the bill was for more than \$900 for legal fees concerning a letter Pam Zerfoss had written and it was answered by then Solicitor Rullo.

Council member Thomas L. Fisher stated that was not what the bill was for. It was for a conversation Ms. Zerfoss had with Mr. Rullo in 2015 pertaining to the Sunshine Act. The invoice to Ms. Zerfoss was for \$75.00. The previous Council investigated and believed that Ms. Zerfoss should reimburse this amount and the Council approved sending the invoice and Ms. Zerfoss had previously said she would pay it. Mr. Fisher stated that is why he voted against writing the bill off. He also stated that no refund or credit is being given to other residents as far as he knows.

Tammy Werner, Borough clerk, stated that there are a lot of accounts still on the Borough books, some dating back into the 1990's. These accounts have never been written off by the Council. She wanted to make the Council aware of this policy.

#### **Approval of Minutes:**

Minutes of the January 2, 2018 Reorganization Borough Council Meeting were attached for Council review. (Exhibit 1)

*Motion by Thomas L. Fisher and seconded by John Harding to approve and accept the minutes of the Reorganization Meeting of the Berlin Borough Council dated January 2, 2018.*

*Ayes: 7*

*Nays: 0*

*Motion Passed*

Minutes of the January 2, 2018 Regular Borough Council Meeting Council were attached for Council review. (Exhibit 2)

*Motion by Mike Lottig and seconded by Thomas L. Fisher to approve and accept the minutes of the Regular Meeting of the Berlin Borough Council dated January 2, 2018.*

*Ayes: 7*

*Nays: 0*

*Motion Passed*

Minutes of the January 18, 2018 Committee of the Whole meeting of the Berlin Borough Council were attached for Council review. (Exhibit 3)

*Motion by John Harding and seconded by Barbara Zerfoss to approve and accept the minutes of Committee of the Whole meeting of the Berlin Borough Council dated January 18, 2018.*

*Ayes: 7*

*Nays: 0*

*Motion Passed*

## **President's Report**

CCIS Activity Report – The CCIS report for January, 2018 has not been received yet. It will be sent to Council members via email when it arrives.

Property Maintenance & Building Code Complaints – (*Secretary Jones gave the report*)

- 1) 171 Vine Street – sewer problem – *this was addressed earlier under Citizens Comments.*
- 2) 705 Meadow Street – building permit – after investigation by Secretary Jones and CCIS officer Marty Steach, no permit is required of the work being done there. No further action is necessary by Council.

## **RESOLUTION NO. 02012018-01**

### **A RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A “COMMITTEE OF THE WHOLE” OF THE BOROUGH OF BERLIN COUNCIL**

WHEREAS, the Borough of Berlin Council has authorized and utilized a series of Committees to meet and deliberate agency business;

WHEREAS, the Committees have held individual public meetings, taken witness and testimony, conducted research and made recommendations for action to the Borough of Berlin Council as a whole from time to time;

WHEREAS, the Borough of Berlin Council desires to establish a “Committee of the Whole” in lieu of individual committees, to meet, to deliberate agency business, and to make recommendations for action to the Borough of Berlin Council as a whole;

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved, this First day of February, 2018, by the Borough Council of the Borough of Berlin, Somerset County, Pennsylvania, as follows:

1. The Borough of Berlin Council “Committee of the Whole” is hereby established to replace individual committees.
2. The “Committee of the Whole” members shall consist of all of the duly elected and seated members of the Borough of Berlin Council and the Mayor of Berlin.
3. The “Committee of the Whole” is duly authorized to meet, to deliberate agency business, and to make recommendations for action to the Borough of Berlin Council as a whole.
4. All meetings of the Borough of Berlin Council “Committee of the Whole” shall be public meetings, open to all members of the public, and shall be duly advertised as required by Commonwealth of Pennsylvania statutes.

5. The regular meeting of the Borough of Berlin “Committee of the Whole” shall be held at 4:00 p.m. on the third Thursday of each month, at the Borough of Berlin Offices Conference Room, 700 North Street, Berlin, Pennsylvania.
6. The “Committee of the Whole” is authorized to conduct additional meetings as may be necessary from time to time, so long as any such meeting is duly advertised to the public. Special meetings of the Borough of Berlin “Committee of the Whole” may be called for by the Borough of Berlin Council President, or upon written request, by one-third of the members of Council.
7. The Borough of Berlin Council President shall preside at all “Committee of the Whole” meetings. The Borough Vice-President, and then the President Pro Tem, in that order, shall preside over “Committee of the Whole” meetings in the absence of the Borough Council President.

*Motion by Michael Lottig, and seconded by Clifford Horner to adopt Resolution No. 02012018-01 establishing a “Committee of the Whole” of the Borough of Berlin Council, which is duly authorized to conduct public meetings for the purpose of deliberating agency business that may come before it, to take witness and testimony, to conduct research, and to make recommendations for action to the Borough of Berlin Council as a Whole.*

*Aye: 7*

*Nay: 0*

*Motion Passed*

NOTE: Council member Thomas W. Jones asked if 2 or 3 members could get together to discuss agency business and to do research on issues. President Charles Rhodes said that would be Ok, however, Secretary Jones advised that would be going against the Committee of the Whole procedures. The Council as a whole should give direction, no member or group of members should act without getting approval and direction from the Council as a Whole. Secretary Jones advised against doing this until he could get clarification from PSAB and/or Solicitor Allison.

## **Mayor’s Report: Mayor Joseph G. Krause**

From January 1 to January 31, 2018:

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

Officers were dispatched for 59 calls.

Officers investigated 6 incidents. 5 of these are now closed.

24 Traffic Stops were conducted. 16 citations were issued.

3 Non-Traffic citations were issued.

2 Borough Ordinance Violations were investigated.

No people were arrested.

*Motion by Barbara Zerfoss and seconded by Thomas L. Fisher to approve and accept the Police Report as presented.*

*Ayes: 7*

*Nays: 0*

*Motion Passed*

NOTE: Secretary Jones was asked to have the mayor disclose what ordinance violations were investigated and to disclose this on future police reports. Upon follow-up with OIC Rodney Norman, these violations and citations were both for parking on the streets impeding snow removal.

## **Administrative Business:**

- 1) Thermo-graphic testing – Cody Crose from AMP conducted a thermal graphic analysis of the Borough electric grid. Joe Krause assisted. 35 “hot spots” were observed – 33 on the

Borough owned electric grid and two within the Penelec substation. Secretary Jones and Brian Wiedenhoft are working together to prioritize the repairs and or equipment replacement required to alleviate potential problems/failures. Secretary Jones gave a photo presentation of the analysis done by Cody Crose from AMP. Secretary Jones and Brian Wiedenhoft will prioritize repairs and get them all taken care of in the coming weeks.

2) Treasurer's Report and Bills:

The Borough has incurred 87.50 in attorney expenses and \$112.50 in Borough employee expenses for a total of \$200.00 in addressing Right-to-Know requests and Property Maintenance Complaints for the month of January, 2018. Secretary Jones stated that this was all for property maintenance and building permit complaints. The total year to date is \$200.00. (*Exhibit 5*)

- Treasurer's Report – the reports were included in the Council Meeting Packets (*Exhibit 6 & 7*). Council member Thomas W. Jones asked why were the checks written from the Electric Account for \$4,000.00 to the Electric Generation Project Account, \$1,000.00 to the Street Lighting Savings Account and other checks like this. Secretary Jones stated that there are inter-fund transfers made throughout the month from one account to another. Some are to make deposits into one of the 11 cash reserve savings accounts and others are transfers to pay the bills.

*Motion by Thomas W. Jones and seconded by John Harding to approve the bills and Treasurer's Report as specified on Exhibit 6 & 7.*

*Ayes: 7*

*Nays: 0*

*Motion Passed*

- 3) Cody Crose from AMP recommends repairing the meter socket recorder for \$990.96 as quoted by Power Monitors, Inc.

*Motion by Barbara Zerfoss and seconded by Clifford Horner approving the repair of the electric meter socket recorder for the amount of \$990.96 as quoted by Power Monitors, Inc.*

*Ayes: 7*

*Nays: 0*

*Motion Passed*

NOTE: Council Member Jones asked if the Borough had done an inventory of electric parts and supplies and of all the tools and supplies at the maintenance garage. Secretary Jones replied no inventory had ever been taken as far as he knew. Council President stated that he felt that Chad Lowery had a good idea of what tools and supplies were at the shed. Secretary Jones stated that he had discussions with Brian Wiedenhoft on taking an inventory count on the electrical items, and would pursue it once again.

- 4) Roger Clarke has offered \$75.00 to purchase the Borough supplied iPad that was issued to him in 2014.

*Motion by Thomas Fisher and seconded by Michael Lottig approving the sale for \$75.00 of an iPad issued to Roger Clarke as a Council member in 2014.*

*Ayes: 7*

*Nays: 0*

*Motion Passed*

## **Old Business:**

Weekly approval of invoices, bills, and payroll - in the past, Council has authorized the Finance Chair to approve the invoices, bills, and payroll each week so that checks can be processed weekly by the Treasurer. Council as a whole then approves all transactions for a prior month at the next regularly scheduled Council meeting.

*Motion by John Harding and seconded by Thomas W. Jones authorizing Council member Thomas L. Fisher to approve Borough invoices for goods and services, bills, and payroll each week and authorizing the Treasurer to process such approved invoices, bills, and payroll for payment weekly. A monthly check register summary shall be submitted with the Monthly Treasurer Report for approval by the Council as a whole at the regularly scheduled monthly Council meeting.*

*Aye: 7*

*Nay: 0*

*Motion Passed*

- 1) Aaron Engleka of 719 Division Street has submitted a request and drawings to install a driveway on his property from Division Street. The request letter and drawing were included with the Council meeting packets for review. (*Exhibit 8*).

*Motion by Thomas W. Jones and seconded by Thomas Fisher to approve the plans for installation of a driveway by Aaron Engleka at 719 Division Street.*

*Aye: 7*

*Nay: 0*

*Motion Passed*

## **New Business:**

- 1) The 1968 Ford Pole truck has not been used in quite some time. It is recommended it be advertised for sale.

*Motion by John Harding and seconded by Clifford Horner approving to advertise the 1968 Ford Pole truck for sale. Sealed bids will be accepted until 4:00 p.m., Thursday, March 1, 2018. Bids will be opened at the regular Borough Council meeting scheduled for 7:00 p.m., Thursday, March 1, 2018. The Council reserves the right to reject any and/or all bids.*

*Ayes: 7*

*Nays: 0*

*Motion Passed*

- 2) The contract with Commonwealth Code Inspection Services, Inc. for building permit code enforcement services is set for automatic renewal on February 12, 2018. A copy of the agreement and fee schedule were included with the Council meeting packets for review (*Exhibit 9*). An analysis of the fees schedules of CCIS and PMCA was prepared by Secretary Jones and was included with the Council meeting package.

There was Council discussion on the merits of reappointing CCIS and for changing agencies.

*Motion by Thomas Fisher and seconded by Mike Lottig approving the renewal of the contract with Commonwealth Code Inspection Services, Inc. for building permit code enforcement services per the terms outlined in the agreement dated February 12, 2014, and the fee schedule submitted.*

### **ROLL CALL VOTE:**

No: Barbara Zerfoss

Yes: Thomas L. Fisher

Yes: Michael A. Lottig

Yes: John Harding, Jr.

No: Thomas W. Jones

Yes: Clifford E. Horner

Yes: Charles E. Rhodes

**Ayes: 5**

**Nays: 2**

***Motion Passed***

- 3) The Committee of the Whole had an Act 8 meeting with the Berlin Volunteer Fire Department members Greg Croner, Brad Flick, Tim Rhodes and Ladies Auxiliary members Julie Leydig and Joann Dively on January 18, 2018 as required by the Commonwealth statutes. The block party will be held June 5<sup>th</sup>-9<sup>th</sup>. A public address system may need to be purchased during 2018. Otherwise, all is well with the Fire Department and the Ladies Auxiliary. In accordance with the provisions of House Bill Number 1133 of 2007, BVFD presented Borough of Berlin 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.

***Motion by Barbara Zerfoss and seconded by John Harding to contribute \$3,500 to the Berlin Volunteer Fire Department.***

**Ayes: 7**

**Nays: 0**

***Motion Passed***

***Motion by John Harding and seconded by Clifford Horner to contribute \$300 to the Berlin Ambulance Association.***

**Ayes: 7**

**Nay: 0**

***Motion Passed***

- 4) AMP has requested the execution of an AMP Fremont Energy Center Participation Certificate. (*Exhibit 10*)

***Motion by Michael Lottig and seconded by Thomas W. Jones authorizing the execution of a copy of the AMP Fremont energy Center Participation Certificate.***

**Ayes: 7**

**Nay: 0**

***Motion Passed***

- 5) AMP has requested the execution of a Designation of AMP as Agent for the purposes of serving as the Load Serving Entity for Regional Transmission Organization services and operations performed by AMP on behalf of the Municipality for MISO and PJM. (*Exhibit 11*)

***Motion by John Harding and seconded by Clifford Horner authorizing the execution of a Designation of AMP as Agent agreement for the purposes of serving as the Load Serving Entity for Regional Transmission Organization services and operations performed by AMP on behalf of the Municipality for MISO and PJM.***

**Ayes: 7**

**Nay: 0**

***Motion Passed***

- 6) Lester Coslic from the Lions Club discussed a veteran's memorial park with Council member Thomas Fisher and Secretary Tom Jones. Mr. Coslic said the VFW, American

Legion, and the Berlin Historical Society has shown some interest in participating. He wanted to know if there was any way to incorporate this project into the Berlin Revitalization Project. Council gave Mr. Fisher and Mr. Jones to follow up with Mr. Coslic on the project.

- 7) Columbia Gas will be replacing gaslines on the east end of town. Secretary Jones has talked to Paul Jackel, Restoration Specialists with Columbia Gas. Mr. Jackel is to gather maps, plans, schedules, etc. and contact Mr. Jones to discuss replacement curbs and sidewalks in this area. Secretary Jones may have additional information to present at the February 15<sup>th</sup> Committee of the Whole meeting. Council gave Secretary Jones direction to meet with Columbia Gas to ascertain a way the Borough could co-op curb and sidewalk improvements with Columbia Gas.

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

*Aye: 7*

*Nay: 0*

*Motion Passed*

At 9:03 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 Michael Lottig and seconded by Thomas Fisher to reconvene the regular meeting.*

*Aye: 7*

*Nay: 0*

*Motion Passed*

At 9:18 P.M., the council reconvened the regular meeting.

*Motion by John Harding and seconded by Thomas Fisher to adjourn this Meeting of the Berlin Borough Council at 9:20 P.M.*

*Aye: 7*

*Nay: 0*

*Motion Passed*

**Note:** The next regular meeting of the Berlin Borough Council is scheduled for Thursday March 1, 2018, beginning at 7:00 p.m., and the next scheduled meeting of the Berlin Borough Council Committee of the whole is scheduled for 4:00 p.m., Thursday, February 15, 2018 at the Berlin Borough Council Conference/Meeting Room, 700 North Street, Berlin, Pennsylvania.



Executive Borough Secretary

February 1, 2018





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

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

Checking Accounts	<u>General Fund</u>	<u>Refuse Collection</u>	<u>Electric System</u>	<u>Payroll Account</u>
Balance	14,758.66	56,465.92	130,410.13	14,197.05
Revenues/Deposits	<b>46,172.31</b> *	<b>22,987.01</b> *	157,217.79	56,034.35
Transfer in	120,895.40			
total	181,826.37	79,452.93	287,627.92	70,231.40
Expenses	<b>164,129.42</b> **	20,449.27	197,071.22	63,581.43
Transfer out	15,000.00	34,000.00	77,306.10	
Balance	<b>2,696.95</b>	<b>25,003.66</b>	<b>13,250.60</b>	<b>6,649.97</b>

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

Savings Accounts	<u>Street Cleaning</u>	<u>Garbage Truck</u>	<u>Capital Reserve</u>	<u>Motor Fuels</u>
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	<b>12,939.72</b>	<b>174,246.77</b>	<b>8,045.69</b>	<b>141,094.63</b>

Savings Accounts	<u>Electric System</u>	<u>Electric Restoration</u>	<u>Street Light</u>
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	<b>921.02</b>	<b>660,610.68</b>	<b>78,695.00</b>

Savings Accounts	<u>Elec. Generation</u>	<u>Truck Fleet</u>	<u>Beautification Project Fund</u>	<u>Police Fleet Acct.</u>
Balance	188,633.22	28,479.84	1,301.46	3,043.94
Interest	75.81	5.85	0.21	0.50
Transfer in	<b>40,152.86</b> *	<b>9,000.00</b> *		3,000.00
Transfer out/Expense				
Balance	<b>228,861.89</b>	<b>37,485.69</b>	<b>1,301.67</b>	<b>6,044.44</b>

Interest added is for November.

December 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

\* Revised 1/29/18 Additional deposit found

\*\* Additional expense for deposit books

Borough of Berlin  
Treasurer's Report  
as of January 29, 2018

<b>First National Bank Accounts - Interest on accounts at FNB .15%</b>					
<b>Checking Accounts</b>	<b>General Fund</b>	<b>Refuse Collection</b>	<b>Electric System</b>	<b>Payroll Account</b>	
Balance	2,696.65	25,003.66	13,250.60	6,649.97	47,600.88
Revenues/Deposits	23,388.93	27,405.69	168,678.08	47,616.19	
Transfer in	54,500.00		16,000.00		
total	80,585.58	52,409.35	197,928.68	54,266.16	
Expenses	74,452.37	18,437.29	24,030.96	49,702.74	
Transfer out		25,000.00	51,500.00		
Balance	<b>6,133.21</b>	<b>8,972.06</b>	<b>122,397.72</b>	<b>4,563.42</b>	142,066.41
<b>Somerset Trust Company Accounts - Changed to Money Market Accts with a increase in interest.</b>					
(More info to follow when statements are received.)					
<b>Savings Accounts</b>	<b>Street Cleaning</b>	<b>Garbage Truck</b>	<b>Capital Reserve</b>	<b>Motor Fuels</b>	
Balance	12,939.72	174,246.77	8,045.69	141,094.63	336,326.81
Interest	2.41	74.00	10.73	35.95	
Transfer in/Income		1,000.00			
Transfer out/Expense					
Balance	<b>12,942.13</b>	<b>175,320.77</b>	<b>8,056.42</b>	<b>141,130.58</b>	337,449.90
<b>Savings Accounts</b>	<b>Electric System</b>	<b>Electric Restoration</b>	<b>Street Light</b>		
Balance	921.02	660,610.68	78,695.00		740,226.70
Interest	0.16	280.53	20.05		
Transfer in			1,000.00		
Transfer out/Expense					
Balance	<b>921.18</b>	<b>660,891.21</b>	<b>79,715.05</b>		741,527.44
<b>Savings Accounts</b>	<b>Elec. Generation</b>	<b>Truck Fleet</b>	<b>Beautification Project Fund</b>	<b>Police Fleet Acct.</b>	
Balance	228,861.89	37,485.69	1,301.67	6,044.44	273,693.69
Interest		7.24	0.22	0.82	
Transfer in	4,000.00				
Transfer out/Expense					
Balance	<b>232,861.89</b>	<b>37,492.93</b>	<b>1,301.89</b>	<b>6,045.26</b>	277,701.97
Interest added is for December.					
January interest is not added, the bank statements were not available as of this report printing.					
<b>Certificates of Deposit</b>					
<b>Renewal date / CD#</b>	<b>Amount</b>	<b>Term/New APY</b>	<b>Bank</b>	<b>Interest earned</b>	
Electric Restoration Fund					
8/10/2019	\$ 1,042,212.64	19months 2.00%	Somerset Trust		\$ 2,544,871.14
			Interest when removed	\$ 42,212.64	
Celebration Fund					
9/28/2019 #2003060552	\$ 3,912.78	61 months / 2.04%	Somerset Trust	\$ 79.36	

Borough of Berlin, Somerset County, Pennsylvania

01/29/18

Bills for Council Approval

Cash Basis

January 2018

Date	Num	Name	Memo	Original Amount	Paid Amount
<b>100.01 - General Fund Checking</b>					
01/05/2018	15900	Boro Payroll Account		-15,927.41	-15,927.41
01/05/2018	15901	Allison & Rickards, Attorneys at La...		-125.00	-125.00
01/05/2018	15902	Appalachian Engineering Group, L...		-3,136.00	-3,136.00
01/05/2018	15903	Comcast - Internet	8993 20 663 0100779	-109.95	-109.95
01/05/2018	15904	Sherry's Cleaning	Cleaning	-625.00	-625.00
01/12/2018	15905	Appalachian Engineering Group, L...		-3,633.00	-3,633.00
01/12/2018	15906	Berlin Auto, LLC		-344.86	-344.86
01/12/2018	15907	Berlin Oil Company	BP-SS00020	-1,086.76	-1,086.76
01/12/2018	15908	Daily American	119	-243.76	-243.76
01/12/2018	15909	DataWorks Plus, LLC	Police - Cnet support	-392.50	-392.50
01/12/2018	15910	Garrett Limestone Co., Inc.	BER2	-509.47	-509.47
01/12/2018	15911	Hilltop Office Supply, Inc.	Copier copies	-64.72	-64.72
01/12/2018	15912	J&J Truck Equipment	17900	-110.00	-110.00
01/12/2018	15913	Pennsylvania One Call System, Inc.	AE1	-12.12	-12.12
01/12/2018	15914	Quill Corporation	02677857	-512.30	-512.30
01/12/2018	15915	Somerset Candy Company, Inc.	00494	-43.75	-43.75
01/12/2018	15916	State Workers Insurance Fund	05967887	-1,117.00	-1,117.00
01/12/2018	15917	Verizon		-428.68	-428.68
01/12/2018	15918	Walsh Equipment	plow repair	-144.90	-144.90
01/12/2018	15919	Boro Payroll Account		-8,370.91	-8,370.91
01/19/2018	15920	Boro Payroll Account		-8,269.00	-8,269.00
01/19/2018	15921	Berlin Auto, LLC		-48.99	-48.99
01/19/2018	15922	Berlin Lumber Company, Inc.	119016	-10.40	-10.40
01/19/2018	15923	Columbia Gas of Pennsylvania		-2,202.19	-2,202.19
01/19/2018	15924	Custer Tire & Auto Parts	plow lights	-20.32	-20.32
01/19/2018	15925	Garrett Limestone Co., Inc.	BER2	-505.53	-505.53
01/19/2018	15926	Jeremy Zorn	Tree removal	-250.00	-250.00
01/19/2018	15927	L/B Water Service, Inc.	storm water parts	-76.02	-76.02
01/19/2018	15928	M.E.I.T		-16,061.68	-16,061.68
01/19/2018	15929	PA State Association of Boroughs	Member # 8540	-90.00	-90.00
01/19/2018	15930	Unifirst Corporation	uniforms	-454.34	-454.34
01/26/2018	15931	Boro Payroll Account		-7,922.64	-7,922.64
01/26/2018	15932	Postmaster		-450.00	-450.00
01/26/2018	15933	Principal Life Insurance Company	N86102-1	-101.52	-101.52
01/26/2018	15934	Somerset Trust - Credit card	4134970000021928	-988.66	-988.66
01/26/2018	15935	Verizon		-62.99	-62.99
01/30/2018	15936	EMC Insurance Companies	2X54339	-6,061.85	-6,061.85
Total 100.01 - General Fund Checking					-80,514.22
<b>TOTAL</b>					<b>-80,514.22</b>

1:26 PM

Electric System of Berlin Borough, Somerset County, PA

01/29/18

Bills for Council Approval

Cash Basis

January 2018

Date	Num	Name	Memo	Original Amount	Paid Amount
<b>100.07 · Electric System Checking</b>					
01/05/2018	10581	Electric Generation Project Acct.	Jan. Transfer	-4,000.00	-4,000.00
01/05/2018	10582	Boro Payroll Account		-774.76	-774.76
01/05/2018	10583	Street Lighting Savings Account	Jan. Transfer	-1,000.00	-1,000.00
01/05/2018	10584	Boro of Berlin General Fund	Wage & Ins. Reim.	-5,900.88	-5,900.88
01/05/2018	10585	Boro of Berlin Gen. Fund - Transfer	Transfer	-5,000.00	-5,000.00
01/05/2018	10586	Link Computer Corp.	Jan. 2018	-661.89	-661.89
01/11/2018	10591	Boro of Berlin Gen. Fund - Transfer	Transfer	-14,500.00	-14,500.00
01/12/2018	10587	Boro Payroll Account		-153.93	-153.93
01/12/2018	10588	Customer	Deposit Balance Refund	-172.07	-172.07
01/12/2018	10589	Allegheny Electric Cooperative, Inc.	BER100	-2,491.59	-2,491.59
01/12/2018	10590	Berlin Oil Company, Inc.	Diesel	-10,741.82	-10,741.82
01/15/2018	10592	Postmaster	Jan. bills	-329.73	-329.73
01/19/2018	10593	Boro Payroll Account		-219.55	-219.55
01/19/2018	10594	Anixter	Misc. Supplies	-320.00	-320.00
01/19/2018	10595	Boro of Berlin Gen. Fund - Transfer	Transfer	-27,000.00	-27,000.00
01/26/2018	10596	Boro Payroll Account		-280.21	-280.21
01/26/2018	10597	Somerset Trust Co	Postage and Partial Repa...	-443.85	-443.85
01/26/2018	ACH	PA Dept of Revenue 280406SalesTax	Dec. 2017	-1,428.68	-1,428.68
01/31/2018	10598	AMP, Inc.	10950	-120,639.42	-120,639.42
Total 100.07 · Electric System Checking					-196,058.38
<b>TOTAL</b>					<b>-196,058.38</b>

1:20 PM

# Refuse Collection of Berlin Borough, Somerset County, PA

01/29/18

## Bills for Council Approval

Cash Basis

January 2018

Date	Num	Name	Memo	Original Amount	Paid Amount
<b>100.00 · Checking Accounts</b>					
<b>100.09 · Refuse Checking 74100178</b>					
01/04/2018	TRan...	Boro of Berlin Electric System	Transfer	-16,000.00	-16,000.00
01/05/2018	4319	Boro Payroll Account		-1,126.21	-1,126.21
01/05/2018	4320	Garbage Truck Saving Acct	Jan. 2018	-1,000.00	-1,000.00
01/05/2018	4321	Boro of Berlin General Fund	Wage and Insurance Reimburs...	-3,587.66	-3,587.66
01/05/2018	4322	Advanced Disposal Services - MLF	2440000214	-4,214.38	-4,214.38
01/12/2018	4323	Boro Payroll Account		-1,433.01	-1,433.01
01/12/2018	4324	Berlin Oil Company	BP-SS00020	-857.82	-857.82
01/12/2018	4325	J.E. Herring Motor Co.	Road Service	-285.01	-285.01
01/17/2018	4326	Boro Payroll Account		-1,682.52	-1,682.52
01/19/2018	4327	Advanced Disposal Services - MLF	2440000214	-3,539.71	-3,539.71
01/19/2018	4328	Legacy Truck Centers, Inc.	05477	-57.64	-57.64
01/26/2018	4329	Boro Payroll Account		-1,453.33	-1,453.33
01/26/2018	4330	Somerset Trust Co. - Visa	Landfill stickers	-200.00	-200.00
01/26/2018	4331	Boro of Berlin General Fund	Transfer	-8,000.00	-8,000.00
Total 100.09 · Refuse Checking 74100178					-43,437.29
Total 100.00 · Checking Accounts					-43,437.29
<b>TOTAL</b>					<b>-43,437.29</b>



## Guest Registry

### Berlin Borough Council Committee of the Whole Meeting

February 1, 2018 – 7:00 P.M.

Name	Address	Telephone	Email
Curt Glotteloy	Berlin		
Chelsea McCarty			
Tommy Werner	Berlin		
Eric Ricta	Daily American		
Robert Z. [unclear]			
Jerric [unclear]	170 5 <sup>th</sup> Ave Berlin	701-6258	
Joshua N. Miller	Imusset	(814) 445-9655	jmillu@scadc.m

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

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Thank you for coming to the meeting. Your input is both welcomed and appreciated. Please follow the rules for speaking as follows:

- Please state your name for the record when it is your time to speak
- Identify the agenda item or topic you wish to address
- Limit your comments to Five (5) minutes
- Please avoid foul language or derogatory remarks
- REMEMBER THAT YOU COMMENTS ARE PART OF THE PUBLIC RECORD!