



Official and Approved Minutes

BERLIN BOROUGH COUNCIL MEETING

April 5, 2018 - 7:00 p.m.

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 was:

Thomas D. Jones, Executive Borough Secretary

Members of the public: *please see the attached Guest Registry*

Citizen's Comments:

The following residents have asked to address the Council:

Jillian Kroon – Garbage Service – Ms. Kroon stated that at the January regular Council meeting she had brought up some issues she had with the Borough garbage collection services such as broken and busted up garbage cans and mishandling of the empty cans by the garbage department employees. At a later date she discussed these issues again with Council President Rhodes. She asked why her service was being terminated instead of the problem being fixed. Why did her electric PPA charges not get discontinued when she complained about it? President Rhodes stated that her garbage service was not being terminated. She was offered to bring her garbage to the dumpsters at the maintenance shed and she would be charged at a lower rate as many out of town garbage customers do. Mr. Rhodes stated that he had had discussions with the refuse employees about Ms. Kroon's concerns and it was his experience that all of the Borough employees were conscientious about their work and generally go out of their way to accommodate residents and customers; and apparently employees could not satisfy Ms. Kroon, no matter what steps they have taken. Secretary Jones showed photos of the garbage cans as they were put out along Brotherton Road and noted the amount of garbage set. He stated that this address had previously had a residence and two apartments and it appeared this was still the same set-up today. He mentioned that the Borough had previously charged three minimum charges for each of the services provided by the Borough to this address. This is in accordance

with Borough policy and it is applied at other addresses in the Borough with a similar set-up and layout as the Kroon property. Ms. Kroon stated that she, her brother, and mother all live there now and live together. It was suggested that this may need to be inspected and verified at a later date. Council President Rhodes stated that the Council as a whole had decided that Ms. Kroon could either bring her garbage to the dumpsters at the Borough maintenance shed and pay the appropriate rate, or she could seek service with one of the many private garbage service providers that service the area outside of the Borough of Berlin. Ms. Kroon declined the Borough's service. Secretary Jones stated he would make this adjustment to the account at her address effective April 1, 2018.

Matt Walker – Rats – Mr. Walker thanked the Council for supporting his business and the East End Grille in denying an intermunicipal liquor license transfer to Custer Holdings, LLC in the latter part of 2017. He requested to address Council later in the meeting when this and other business listed on the Council Meeting Agenda is discussed.

Approval of Minutes:

Minutes of the March 1, 2018 Regular Borough Council Meeting were forwarded for review with the Council meeting packets. (*Exhibit 1*)

Motion by John Harding and seconded by Michael Lottig to approve and accept the minutes of the Regular Meeting of the Berlin Borough Council dated March 1, 2018.

Ayes: 7

Nays: 0

Motion Passed

Minutes of the March 15, 2018 Committee of the Whole meeting of the Berlin Borough Council were forwarded for review with the Council meeting packets. (*Exhibit 2*)

Motion by Clifford Horner and seconded by Thomas W. Jones to approve and accept the minutes of Committee of the Whole meeting of the Berlin Borough Council dated March 15, 2018.

Ayes: 7

Nays: 0

Motion Passed

President's Report

CCIS Activity Report – The CCIS report for March was included with the Council Meeting Packets. (*Exhibit 3*). *There were no comments or questions.*

Property Maintenance & Building Code Complaints – Secretary Jones reported that he had not received any new property maintenance or Building Code Complaints during the month of March.

Ordinance violations and enforcement of the International Property Maintenance Code – Secretary Jones reported that approximately 80 letters had been mailed to residents along with photos and requesting that these residents and/or the landlords and property owners comply with the IPMC. Many of the residents have called or stopped by the Borough office to say they had either cleaned up their property already or gave a date when they expected to be finished. Secretary Jones discussed this with the Mayor and the deadline was extended until the end of April to get things taken care of due to the inclement weather in the area during most of March. The Mayor will make inspections for compliance after May 1, 2018 and citations may be issued for non-compliance.

2017 Audit of Borough Financial Records – the Borough auditors have completed their audit of the Borough financial records for the year ended December 31, 2017. A copy of the report was included with the Council meeting packets for review (*Exhibits 4 & 5*). There were no questions or comments on the Auditor’s letter and Financial Statement prepared by the Borough Auditors. ***Secretary Jones was directed by Council President Charles Rhodes to reflect in the official minutes that the Council acknowledged receipt from the Borough auditors an audit letter dated March 30, 2018 and a Concise Financial Statement as of December 31, 2017. The Financial Statement is required to be published.***

Motion by Thomas Fisher and seconded by John Harding to approve publishing the December 31, 2017 Concise Financial Statement of the Borough of Berlin as prepared by the Borough Auditors.

Ayes: 7

Nays: 0

Motion Passed

Mayor’s Report: Mayor Joseph G. Krause

From March 1 to March 31, 2018:

Officers were dispatched for 90 calls.

Officers investigated 12 incidents. 10 of these are now closed.

3 Traffic Stops were conducted. 3 Citations were issued.

0 Parking tickets were issued.

1 Non-Traffic citations were issued

1 Borough Ordinance Violations citation was issued (abandoned vehicle)

1 person was arrested.

Motion by Thomas Fisher and seconded by John Harding to approve and accept the Police Report as presented.

Ayes: 7

Nays: 0

Motion Passed

Mayor Krause invited the Borough police officers to this meeting to discuss any issues Council may have pertaining to the operations of the police department. OIC Rodney Norman Officer, Willie Gonzalez, and part-time officer Mark Kasterko were in attendance and seated with the public. A schedule of Saturday hours worked by the officers during 2018 was included with the Council meeting packets (Exhibit 6).

Mayor Krause stated that he was unable to attend the last March Committee of the Whole meeting but it was his understanding that some members of Council had questioned the hours worked by the Police officers and other issues with the Police Department. He reminded Council that per the Borough Code it his responsibility, and his alone, to set or approve the hours the police are to work and to supervise them. Council has no authority to address the officers on their own and must come to him with any concerns or problems they might have. If Council received calls or complaints about the police, they should be referred to the Mayor. Mayor Krause asked Ms. Zerfoss about calls she allegedly had received from members of the public about the police. She stated she had not received any calls. Mayor Krause asked Mr. Harding if he had any concerns or issues with the police department. Mr. Harding replied that he wanted the police to be at the school in the mornings and evenings when school starts and dismisses. He also questioned the amount of Saturdays that were being worked. Mayor Krause referred to Exhibit 6 which listed Saturday shifts that had been worked since January 1, 2018. The exhibit showed that Saturday evening shifts had been worked on all Saturdays except for when Officer

Norman had attended fire school and when Officer Gonzalez was off sick. Mayor Krause asked Ms. Zerfoss if she had anything to say or question about the police department and she replied that she was not going to address anything in this public meeting but would do so in executive session. Secretary Jones pointed out that this discussion was about the general operations of the Police Department and the Mayor's management over the department. Therefore, since it did not deal with personnel issues, legal matters, or other information that might be confidential in nature, Council must discuss this in public and not in executive session. Officer Kasterko was asked about his availability for work and he replied that he had surgery on January 8th and has been unavailable for duty since then. He has additional surgery scheduled for April 13th and will not be able to work until he is released sometime after that. He mentioned that previously he worked some Mondays and he understands that the full-time officers should be given preference on which days and shifts they would work and that he and any other part-time officer would have to cover the remaining shifts. Officer Kasterko has plans to retire from his full-time job in November or by next July and will be available to work more shifts then. Tom Fisher stated that the officers have been working 100 total hours per week and that amount of coverage seems sufficient. He thinks the personality and disposition of the officers is good and it works well to have the officers involved and communicating with the public. Officer Gonzalez stated that in his 10 years as a policeman, talking to the public helps them do their job better. Officer Kasterko said being in the public eye helps build good community goodwill. He offered to present a police liability class and a police in action seminar at the Council Committee of the Whole Meeting scheduled for 4:00 p.m., April 19, 2018. Officer Rodney Norman encouraged council members to schedule a ride along with police officers to get a better understanding of the police officer's duties. Officer Norman also explained the Borough's interaction with Somerset County Control and the police report summary he provides Council each month. Council Member Thomas W. Jones reported that he had received high praise of the police efforts from administrators at Berlin Brothersvalley School District.

Motion by Barb Zerfoss and seconded by Thomas W. Jones to adjourn to executive session.

Aye: 7

Nay: 0

Motion Passed

At 7:49 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 John Harding and seconded by Michael Lottig to reconvene the regular meeting.

Aye: 7

Nay: 0

Motion Passed

At 8:01 P.M., the council reconvened the regular meeting.

Administrative Business:

1) Treasurer's Report and Bills:

The Borough has incurred \$0.00 in attorney expenses and \$187.50 in Borough employee expenses for a total of \$187.50 in addressing Right-to-Know requests and Property Maintenance Complaints for the month of March, 2018. The total year to date is \$1,043.75. (*Exhibit 7*)

- Treasurer's Report – the reports were included in the Council Meeting Packets (*Exhibit 8 & 9*). *There were no questions or comments.*

Motion by John Harding and seconded by Clifford Horner to approve the bills and Treasurer's Report as specified on Exhibit 8 & 9.

Ayes: 7

Nays: 0

Motion Passed

- 2) Sam Livengood has passed all his background checks and clearances. He will start as a part-time employee with the public works department on Monday, April 9, 2018.

Old Business:

- 1) Movie Night – August 11, 2018 has been scheduled. A movie will need to be selected. Council member John Harding has suggested that this be held at the Block Party Lot with the Community Building to be used in the event of inclement weather. Barb Zerfoss, John Harding, and Tom Fisher will check with some local businesses to see if they will make donations for bicycles to be given away at Movie Night. Secretary Jones will draft a letter for them to take to the businesses.
- 2) Park Benches for outside of the Community Building – Secretary Jones presented several options and pricing on benches. Council reviewed the options and had discussion.

Motion by Barb Zerfoss and seconded by Clifford Horner to approve the purchase of two black 8 foot Northgate benches with Arched Back from Tree Top Products for the price of \$878.65 each, plus shipping charges of 186.91, for a total of \$1,944.61.

Ayes: 7

Nays: 0

Motion Passed

- 3) Paving West Main Street from the Upper Diamond to the intersection of High Street; Mulberry Street from Diamond Street to Main Street – George Spinelli with PennDOT has prepared advertising and bid packages for these streets.

Motion by John Harding and seconded by Thomas Fisher authorizing Secretary Jones to advertise and solicit bids for the paving of West Main Street from the Upper Diamond to the intersection of High Street, and Mulberry Street from Diamond Street to Main Street. Bids will be received until 4:00 P.M. on Thursday, May 3, 2018. Bids will be opened and awarded at the 7:00 p.m. Borough Council meeting on Thursday, May 3, 2018. The Council reserves the right to reject any and all bids.

Ayes: 7

Nay: 0

Motion Passed

- 4) Solicitor Brad Allison attended the March Council meeting and provided details of what is required of the Borough to enact a noise ordinance which would place the monitoring and enforcement of noise complaints against PLCB licensed establishments, thus removing them from the PLCB jurisdiction. He explained the legal process to be followed and the associated legal fees, advertising, officer training and staffing required, and the noise level measurement equipment that may be required. Solicitor Allison has advised against the adoption of such an ordinance. Council had some open discussion and Pat Pelar had questions about the whole process and what hours police would be required to be on duty. Secretary Jones was directed to follow up with Solicitor Allison and to inquire of him if it is necessary for him to attend the May Council meeting.

- 5) Custer Holdings, LLC Appeal of the decision of the Borough of Berlin denying the Intermunicipal Transfer of a liquor license – on March 27, 2018, the Borough received notice that Custer Holdings, LLC had requested dismissal of the appeal filed by them on October 27, 2017. This case is now concluded.

New Business:

- 1) Notice from Pennsylvania Liquor Control Board of new license application. – the Borough received notice on March 30, 2018 that Custer Holdings, LLC has applied for a new liquor license. Secretary Jones reported that he had received a call on Monday, April 2, 2018 from John Fogle, an investigator with the Pennsylvania Liquor Control Board. Mr. Fogle stated that the liquor license being applied for by Custer Holdings, LLC was an “H” license – a hotel license. Mr. Fogle inquired if there were any zoning ordinances in place in Berlin or any other type of other ordinance that might place a restriction on or prohibit this type of license. Secretary Jones discussed the Council denial of an intermunicipal transfer of a liquor license on September 29, 2017. Mr. Fogle stated that was a separate and different license and was unrelated to the hotel liquor license application. Secretary Jones told him that Berlin did not have a zoning ordinance or any other ordinance that would restrict or prohibit a liquor license establishment in the Borough. However, Secretary Jones disclosed that the operation would have to comply with building permit requirements if any new construction or renovation will be done. Secretary Jones asked Mr. Fogle if the Borough had to pass a resolution to allow or not to allow the hotel license in Berlin and Mr. Fogle said the Borough did not. Mr. Fogle stated that the Borough was not required to do anything in favor of or against the issuance of the hotel license. Mr. Fogle would be visiting the location at 404 Broadway Street for an initial inspection and would be posting a public notice of the liquor license application. The posting contains information about the license application and information and the steps for members of the public to file a protest of issuance of the hotel liquor license. Residents within 500 feet of a proposed license, churches and schools within 200 feet, and other PLCB establishments within 200 feet may file a protest.

Matt Walker, owner of the New National Hotel asked to address Council. He thanked the Council once again for supporting the New National Hotel in denying the intermunicipal liquor license transfer by Custer Holdings, LLC. He stated that it is wrong for Custers to apply for the hotel liquor license. Custers should have had to get approval from Council. He stated if this was going to be a legitimate hotel with rooms, etc., he would have no problem. He stated however, he has never seen a hotel like Brett’s operation – with to go beer, gas sales, convenient store, and gun sales. He requested that Council do something to prevent the issuance of the hotel liquor license.

President Charles Rhodes stated that the Borough Council could not do anything to prevent the issuance of the hotel liquor license. If Mr. Walker had any concerns or complaints then that would be between him and the PLCB.

Council member Thomas Fisher stated that he did not think the Borough could or should prevent the issuance of the license. He was most certain that the PLCB would not issue the license if Custer Holdings did not meet all of the PLCB requirements. Any action taken by the Borough would likely result in a lawsuit in denying a person their civil rights.

- 2) A draft of the Borough first newsletter for 2018 was included with the Council Meeting Packets. There were no questions or suggestions.

- 3) Secretary Jones introduced Chris Krepelka – Mr. Krepelka was attending the meeting with his son Zach Krepelka and Sean Foy so that they could take notes on Council issues and would present an essay and an opinion to their Counselor as part of them obtaining a Boy Scout Communication Merit Badge. Council commended the gentlemen on their endeavors and directed Secretary Jones to write them a letter acknowledging their attendance at the meeting.
- 4) The September 11 Memorial Trail Alliance will be hosting the first-ever bike ride connecting the three 911 memorial locations. The riders will be staying overnight at the Carriage House. A dedication ceremony for the bike trail will be held at 4:30 p.m. Saturday April 14 on West Main Street. The public has been invited to attend. The bikers will leave from the Lower Diamond on Sunday, April 15th at 8:30 traveling to the Flight 93 Memorial in Shanksville. Local bikers are invited and encouraged to ride with from Berlin with them. The Borough will showcase Phase I of the Berlin Revitalization Project, unveil the Berlin Welcome sign featuring the Berlin Fife & Drum Corps, and will have a ceremonial ribbon cutting for the September 11 National Memorial Trail bicycle lane.
- 5) The BVFD will be replacing the pavement in front of 2 of the fire department garage stalls with concrete. Greg Croner with the BVFD has requested that the Borough assist with this project by allowing the Borough Public Works employees to excavate the pavement and prepare the area for the pouring of concrete. The drainage pipe in this area will need to be inspected for proper drainage as well. The fire department will pay for all concrete costs.

Motion by Thomas Fisher and seconded by John Harding authorizing the Borough Public Works employees to excavate and haul away the pavement in front of the fire department bays that will be replaced with concrete by the Fire Department. The public works employees are also authorized to inspect the drainage pipe to determine if repairs are necessary.

Ayes: 7

Nays: 0

Motion Passed

- 6) The BVFD has a yearly Independence Day Fireworks display and the borough typically contributes to this function. In the past, the Council donated \$800.00.

Motion by John Harding and seconded by Clifford Horner to contribute \$800.00 to the BVFD Independence Day Fireworks display.

Ayes: 7

Nays: 0

Motion Passed

- 7) Berlin Community Day – July 14, 2018. The Community Day Committee requested that no parking signs be set up from Brad Fairman’s building to Somerset Trust, including the lower diamond for this event. Council directed Secretary Jones to have the Public Works employees to set up the signs for the event.
- 8) The Lions Club has purchased 6 more flower pots to put along Main Street. Cheryl Hay and Darlene Beeghly have requested that the Borough pay the cost to have the 10 planters purchased last year and the 6 new ones (16 total) planted by Baker’s Lawn. Baker’s will pick up the planters, fill them with soil, plant 6 plants in each, and set them along the Main Street sidewalks for a price of \$40.00 each, totaling \$640.00. Ms. Hay and Ms.

Beeghly will work with Brad Flick in the selection of the plants and will water and maintain them throughout the summer. There was some discussion on whether volunteer could plant the plants, the costs, etc.

Motion by Michael Lottig and seconded by Thomas Fisher authorizing Baker's Lawn to fill the 16 planters with soil and plants and to pick them up and deliver them back to the Borough at a cost of \$40.00 each, or for a total of \$640.00.

ROLL CALL VOTE:

Yes: Barb 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

- 9) PowerSecure has invited Secretary Jones to the APPA's Engineering and Operations Technical Conference to be held in Raleigh, NC, April 29-May 2, 2018 to present the Berlin Generation Project presentation. PowerSecure will pay for the conference registration along with all travel and hotel costs. Council member Thomas W. Jones stated that the generator and the electric system is the greatest asset owned by the Borough. Council member Thomas Fisher stated that PowerSecure is actually a partner in the Berlin generation project for the next 9 years and the Borough should be honored to be asked to make a presentation at the APPA conference.

Motion by John Harding and seconded by Clifford Horner to authorizing Secretary Jones to attend the APPA Engineering and Operations Technical Conference to be held in Raleigh, NC April-May 2, 2018 as a guest of PowerSecure. PowerSecure will pay for the conference registration along with all travel and hotel costs.

Ayes: 7

Nays: 0

Motion Passed

- 10) The Mountain Watershed Association, Inc. is requesting a support letter from the Borough to be included with a DCNR grant application to update the Middle Yough River Conservation Plan.

Motion by Michael Lottig and seconded by Thomas W. Jones authorizing a letter of support be sent to the Mountain Watershed Association Inc. for a DCNR grant application.

Ayes: 7

Nay: 0

Motion Passed

- 11) The PSAB Annual Conference & Exhibition is scheduled for June 10-13, 2018 at the Hershey Lodge. The early bird registration deadline is May 8, 2018. The registration fee before May 8th is \$270 and \$320 after May 8th. *No one expressed an interest in attending.*

- 12) The Berlin American Legion/VFW has requested permission to hold a Memorial Day parade on May 28, 2018 starting at 10:00 a.m. Police escort is also requested.

Motion by John Harding and seconded by Barb Zerfoss granting the Berlin American Legion/VFW permission to hold a Memorial Day parade on May 28, 2018 at 10:00 a.m., with Berlin Police escort.

Ayes: 7

Nay: 0
Motion Passed

Tom Smith addressed the Council and mentioned that the Berlin Historical Society had mentioned contributions to the planters for this year in their Historical Memos. He suggested that they might be willing to share the costs. Secretary Jones will contact them.

Motion by John Harding and seconded by Michael Lottig to adjourn this Meeting of the Berlin Borough Council at 9:30 P.M.

Aye: 7
Nay: 0
Motion Passed

Note: The next regular meeting of the Berlin Borough Council is scheduled for Thursday, May 3, 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, April 19, 2018 at the Berlin Borough Council Conference/Meeting Room, 700 North Street, Berlin, Pennsylvania.



Executive Borough Secretary
April 5, 2018





Guest Registry

Berlin Borough Council Meeting

April 5, 2018 – 7:00 P.M.

Name	Address	Telephone	Email
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Mark Kasterko			
Rodney Norman			
Bill Bieta			
Jillian Kroon			
Nancy Glottelty			
Derrick Peak			
Stephen Custer			
Jeanne Johnson			

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

Donna L. McGush			
Tommy Smith			
Chris Krepelka			
Sean Foy			
Zach Krepelka			
Mark Miller			

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!

Municipal Monthly Report/Inspections

BERLIN BOROUGH

<u>PERMIT #</u>	<u>OWNER</u>	<u>PROJECT ADDRESS</u>		<u>DATE</u>	<u>TYPE</u>	<u>STATUS</u>
2017SM-0003R	ERNIE WAYNE SHAULIS	311 SECOND AVE.	BERLIN, PA 15530	3/26/2018	FINAL	
2017SM-0014R	PAUL & JENNIFER HORN	726 DIAMOND STREET	BERLIN, PA 15530	3/19/2018	FOOTER	
2017SM-0015C	CUSTER HOLDINGS	404 BROADWAY STREET	BERLIN, PA 15530	3/23/2018	PLAN REVIEW	
2018SM-0002R	JANE SCURFIELD	216 HIGH STREET	BERLIN, PA 15530	3/1/2018	FRAMING	

Municipal Monthly Report/Inspections

BERLIN BOROUGH

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2018SM-0002R	JANE SCURFIELD	216 HIGH STREET	BERLIN, PA 15530	3/1/2018	FRAMING

March 30, 2018

Berlin Borough Council
700 North Street
Berlin, PA 15501

RE: Audit for 2017

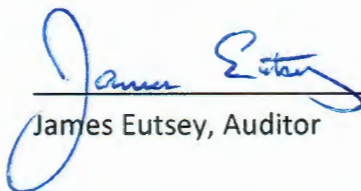
We have completed an audit of the Berlin Borough's 2017 finances for disposition as appropriate. Enclosed is a copy of the 2017 Municipal Annual Audit and Financial Report that was filed with the Pennsylvania Department of Community & Economic Development. Also enclosed is a copy of the concise cash basis financial statement provided for publication in the Somerset Daily American. After our review of the records, there appears to be no material deficiencies.

In addition to the Annual Audit, we performed an audit of the electric generator expenditures through December 31, 2017 and the Berlin Revitalization Project – Phase I. We found the expenditures to be in order. This compilation file is available for Council members' inspection in the Borough office.

Respectfully Submitted By:



Larry Ogline, Auditor



James Eutsey, Auditor

BOROUGH OF BERLIN
CONCISE FINANCIAL STATEMENT FOR PUBLICATION
PREPARED ON A CASH BASIS FOR THE YEAR ENDED 31 DECEMBER 2017

BEGINNING BALANCE (1 JANUARY 2017):	\$3,908,417
REVENUES RECEIVED - ALL SOURCES:	
TAXES:	\$179,368
LICENSES & PERMITS:	\$19,159
FINES & FORFEITS:	\$6,894
INTEREST, RENTS & ROYALTIES:	\$198,863
FEDERAL REVENUES:	\$0
STATE REVENUES:	\$136,997
LOCAL GOVERNMENT UNITS:	\$2,258
CHARGES FOR SERVICES:	\$2,313,796
UNCLASSIFIED OPERATING REVENUES:	\$101,294
OTHER FINANCING SOURCES:	\$1,901,500
TOTAL REVENUES:	\$4,860,129
EXPENDITURES:	
GENERAL GOVERNMENT:	\$187,308
PUBLIC SAFETY:	\$188,057
HEALTH AND HUMAN SERVICES:	\$0
PUBLIC WORKS - (SANITATION):	\$303,458
PUBLIC WORKS - (STREETS)	\$514,522
PUBLIC WORKS - (OTHER SERVICES)	\$2,008,847
CULTURE AND RECREATION:	\$22,601
COMMUNITY DEVELOPMENT:	\$0
DEBT SERVICES:	\$0
EMPLOYER PAID BENEFITS & WITHHOLDING ITEMS	\$282,709
INSURANCE:	\$74,636
OTHER UNCLASSIFIED EXP:	\$127,650
OTHER FINANCING USES:	\$1,616,115
TOTAL EXPENDITURES:	\$5,325,903
REVENUES minus EXPENDITURES:	-\$465,774
BALANCE AS OF 31 DECEMBER 2017	\$3,442,643

Larry Ogline, Auditor
James Eutsey, Auditor

Borough RTK and Property Maintenance Complaint

	Attorney fees	Boro Labor	Filed by
Prior Year 2016 Totals	\$ 350.00	\$ 100.00	
Prior Year 2017 Totals	\$ 3,528.55	\$ 814.20	
2018 ↓			
01/16/18-01/17/18	87.5		Terri Twombly on 171 Vine
TomJones - Jan. 2018		112.5	3 hours
TomJones - Feb. 2018		656.25	17.5 hours
TomJones - Mar. 2018		187.5	5 hours
Total	87.5	956.25	

Borough of Berlin Treasurer's Report as of March 31, 2018

First National Bank Accounts - Interest on accounts at FNB .39 - .41%

Checking Accounts	<u>General Fund</u>	<u>Refuse Collection</u>	<u>Electric System</u>	<u>Payroll Account</u>
Balance	2,928.08	4,985.03	86,131.81	6,070.61
Revenues/Deposits	45,924.25	32,832.16	249,286.20	54,012.43
Transfer in	27,000.00			
total	75,852.33	37,817.19	335,418.01	60,083.04
Expenses	75,227.57	24,927.57	260,711.13	52,444.14
Transfer out		8,500.00	30,750.00	
Balance	624.76	4,389.62	43,956.88	7,638.90

Somerset Trust Company Accounts - Interest on Somerset Trust Accts 1.182-1.293%

Savings Accounts	<u>Street Cleaning</u>	<u>Garbage Truck</u>	<u>Capital Reserve</u>	<u>Motor Fuels</u>
Balance	12,955.11	176,500.02	13,169.11	141,272.64
Interest	12.72	172.99	12.93	126.22
Transfer in/Income		1,000.00	6,250.00	80,226.22
Transfer out/Expense				15,500.00
Balance	12,967.83	177,673.01	19,432.04	206,125.08

Savings Accounts	<u>Electric System</u>	<u>Electric Restoration</u>	<u>Street Light</u>
Balance	922.10	661,612.97	80,795.20
Interest	0.91	661.43	79.02
Transfer in			1,000.00
Transfer out/Expense		96,763.00	
Balance	923.01	565,511.40	81,874.22

Savings Accounts	<u>Elec. Generation</u>	<u>Truck Fleet</u>	<u>Beautification Project Fund</u>	<u>Police Fleet Acct.</u>
Balance	237,099.68	37,530.42	1,303.19	6,051.30
Interest	231.55	36.85	1.28	5.94
Transfer in	4,000.00			
Transfer out/Expense				
Balance	241,331.23	37,567.27	1,304.47	6,057.24

Interest added is for January.

February 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 8/10/2019 \$	1,042,212.64	19months 2.00%	Somerset Trust	
Celebration Fund 9/28/2019 #2003060552 \$	3,953.56	61 months / 2.04%	Somerset Trust	\$ 79.36

Borough of Berlin, Somerset County, Pennsylvania

Bills for Council Approval

March 2018

04/03/18

Cash Basis

Date	Num	Name	Memo	Original Amount	Paid Amount
100.01 - General Fund Checking					
03/02/2018	15993	Boro Payroll Account		-13,946.72	-13,946.72
03/02/2018	15994	Commonwealth Code Inspection S...		-50.00	-50.00
03/02/2018	15995	Principal Life Insurance Company	N86102-1	-152.28	-152.28
03/02/2018	15997	Sherry's Cleaning	Cleaning	-500.00	-500.00
03/09/2018	15999	Boro Payroll Account		-7,438.62	-7,438.62
03/09/2018	16000	Allison & Rickards, Attorneys at La...		-350.00	-350.00
03/09/2018	16001	American Rock Salt Company	008038	-1,344.56	-1,344.56
03/09/2018	16002	Berlin Oil Company	BP-SS00020	-1,235.63	-1,235.63
03/09/2018	16003	Comcast - Internet	8993 20 663 0100779	-109.95	-109.95
03/09/2018	16004	Daily American	119	-96.50	-96.50
03/09/2018	16005	Golden Equipment		-564.47	-564.47
03/09/2018	16006	Pennsylvania Municipal League	2018 Member	-65.00	-65.00
03/09/2018	16007	Petty Cash Fund		-174.15	-174.15
03/09/2018	16008	Somerset Auto Parts	3837	-231.96	-231.96
03/09/2018	16009	Somerset County Boroughs Assoc...	Memership dues	-50.00	-50.00
03/09/2018	16010	Somerset County Economic Devel...		-200.60	-200.60
03/09/2018	16011	Verizon		-399.47	-399.47
03/09/2018	16012	W.W. Friedline, Inc.	BERBOR	-70.00	-70.00
03/16/2018	16013	Boro Payroll Account		-7,591.87	-7,591.87
03/16/2018	16014	B. J. Maurer Motor Co., Inc.		-134.26	-134.26
03/16/2018	16015	Columbia Gas of Pennsylvania		-189.55	-189.55
03/16/2018	16016	Golden Equipment		-297.04	-297.04
03/16/2018	16017	M.E.I.T		-12,546.61	-12,546.61
03/16/2018	16018	Pennsylvania One Call System, Inc.	AE1	-9.85	-9.85
03/16/2018	16019	Quill Corporation	02677857	-144.90	-144.90
03/16/2018	16020	Somerset Trust - Credit card	4134970000021928	-57.61	-57.61
03/16/2018	16021	Stanga's Fire Extinguishers	2-030	-752.00	-752.00
03/16/2018	16022	State Workers Insurance Fund	05967887	-1,117.00	-1,117.00
03/16/2018	16023	Unifirst Corporation	251494	-327.14	-327.14
03/23/2018	16024	Boro Payroll Account		-7,150.10	-7,150.10
03/23/2018	16025	Columbia Gas of Pennsylvania		-1,083.51	-1,083.51
03/23/2018	16026	Keim's Sales and Service		-8.00	-8.00
03/23/2018	16027	Somerset Candy Company, Inc.	00494	-10.00	-10.00
03/23/2018	16028	Verizon		-62.99	-62.99
03/30/2018	16029	Boro Payroll Account		-7,658.08	-7,658.08
03/30/2018	16030	Auditor, James Eutsey		-35.00	-35.00
03/30/2018	16031	Auditor, Larry Oglie		-115.00	-115.00
03/30/2018	16032	Comcast - Internet	8993 20 663 0100779	-130.91	-130.91
03/30/2018	16033	EMC Insurance Companies	2X54339	-6,061.87	-6,061.87
03/30/2018	16034	Fogle Construction, LLC		-1,100.00	-1,100.00
03/30/2018	16035	Principal Life Insurance Company	N86102-1	-114.21	-114.21
03/30/2018	16036	Quill Corporation	02677857	-296.54	-296.54
03/30/2018	16037	Sherry's Cleaning	Cleaning	-500.00	-500.00

Total 100.01 - General Fund Checking

-74,473.95

TOTAL

-74,473.95

10:02 AM

Electric System of Berlin Borough, Somerset County, PA

04/03/18

Bills for Council Approval

Cash Basis

March 2018

Date	Num	Name	Memo	Original Amount	Paid Amount
100.07 · Electric System Checking					
03/02/2018	10619	Boro Payroll Account		-296.79	-296.79
03/02/2018	10620	Link Computer Corp.	Mar. 2018	-661.89	-661.89
03/02/2018	10621	PA Dept. of Revenue 280404		-71.43	-71.43
03/08/2018		U-Customers	RTCK- Kayla Gary	-177.72	-177.72
03/08/2018		FNB of PA	rtck - Kayla Gary	-12.00	-12.00
03/09/2018	10623	Boro Payroll Account		-618.13	-618.13
03/09/2018	10624	Boro of Berlin General Fund	Mar. Wage & Ins. Reim.	-5,900.88	-5,900.88
03/09/2018	10625	Street Lighting Savings Account	Mar. Transfer	-1,000.00	-1,000.00
03/09/2018	10626	Electric Generation Project Acct.	Mar. Transfer	-4,000.00	-4,000.00
03/09/2018	10627	Capital Reserve Fund	Jan. Transfer	-6,250.00	-6,250.00
03/09/2018	10628	Berlin Lumber Company, Inc.	119016	-14.89	-14.89
03/09/2018	10629	Pennsylvania Municipal Electric Assoc.	2018 Membership	-1,000.00	-1,000.00
03/09/2018	10630	The Hite Company		-92.00	-92.00
03/09/2018	10631	Boro of Berlin Gen. Fund - Transfer	Transfer	-3,500.00	-3,500.00
03/14/2018	10632	Boro Payroll Account		-224.08	-224.08
03/15/2018	10621	Postmaster	Mar.. bills	-332.36	-332.36
03/16/2018	10633	Allegheny Electric Cooperative, Inc.	BER100	-2,963.75	-2,963.75
03/16/2018	10634	Anixter	Cust. #51150	-40.48	-40.48
03/16/2018	10635	CBCS	PTBOB	-90.29	-90.29
03/16/2018	10636	Customer	Deposit Refund	-292.66	-292.66
03/16/2018	10637	Somerset Trust Co	VOID:	0.00	0.00
03/16/2018	10638	The Hite Company		-923.91	-923.91
03/16/2018	10639	Wiedenhof Electric		-10,177.35	-10,177.35
03/16/2018	10640	Somerset Trust Co		-1,052.02	-1,052.02
03/16/2018	10641	Boro of Berlin Gen. Fund - Transfer	Transfer	-12,000.00	-12,000.00
03/19/2018	ACH	PA Dept Of Revenue 280407 GRT	2018 Est. GRT	-7,000.00	-7,000.00
03/19/2018	ACH	PA Dept Of Revenue 280407 GRT	2018 Est. GRT	-100.00	-100.00
03/20/2018	ACH	PA Dept of Revenue 280406SalesTax	Feb. 2018	-1,448.03	-1,448.03
03/23/2018	10642	Boro Payroll Account		-202.22	-202.22
03/29/2018	10643	AMP, Inc.	10950	-101,392.23	-101,392.23
03/29/2018	10644	Petty Cash Fund		-71.05	-71.05
03/29/2018	10645	The Hite Company		-122.19	-122.19
03/30/2018	10646	Boro Payroll Account		-279.84	-279.84
03/30/2018	10647	Boro of Berlin Gen. Fund - Transfer	Transfer	-4,000.00	-4,000.00
Total 100.07 · Electric System Checking					-166,308.19
TOTAL					-166,308.19

9:51 AM
04/03/18
Cash Basis

Refuse Collection of Berlin Borough, Somerset County, PA
Bills for Council Approval
March 2018

Date	Num	Name	Memo	Original Amount	Paid Amount
100.00 · Checking Accounts					
100.09 · Refuse Checking 74100178					
03/02/2018	4349	Boro Payroll Account		-1,653.74	-1,653.74
03/02/2018	4350	Boro of Berlin General Fund	Transfer	-7,500.00	-7,500.00
03/09/2018	4351	Boro Payroll Account		-1,640.41	-1,640.41
03/09/2018	4352	Advanced Disposal Services - MLF	2440000214	-3,476.83	-3,476.83
03/09/2018	4353	Berlin Oil Company	BP-SS00020	-921.96	-921.96
03/09/2018	4354	Garbage Truck Saving Acct	Mar. 2018	-1,000.00	-1,000.00
03/09/2018	4355	Boro of Berlin General Fund	Transfer	-3,587.66	-3,587.66
03/16/2018	4356	Boro Payroll Account		-1,825.01	-1,825.01
03/16/2018	4357	CBCS		-32.43	-32.43
03/16/2018	4358	K & D Auto Electric, Inc.		-145.06	-145.06
03/16/2018	4359	Somerset Trust Co		-231.24	-231.24
03/23/2018	4360	Boro Payroll Account		-1,872.35	-1,872.35
03/30/2018	4361	Boro Payroll Account		-1,612.20	-1,612.20
03/30/2018	4362	Advanced Disposal Services - MLF	2440000214	-7,928.68	-7,928.68
Total 100.09 · Refuse Checking 74100178					-33,427.57
Total 100.00 · Checking Accounts					-33,427.57
TOTAL					<u>-33,427.57</u>