



Official and Approved Minutes

BERLIN BOROUGH COUNCIL

March 1, 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 were:

Thomas D. Jones, Executive Borough Secretary

Members of the public: Please see attached list

Citizen's Comments:

The following addressed the Council:

Brandon Peters – Southern Alleghenies Planning & Development Council – Mr. Peters discussed several grant opportunities that he believes are a good fit for the Berlin Revitalization Project, including DCED and PennDOT Multimodal Transportation Fund grants. These awards are typically from \$100,000 to \$3,000,000.00 and require a 30% local match. There are mini grants available through the DCNR for streetscape, bicycle racks, etc. He stated that PennDOT has not made awards for the TA Set-Aside funding yet. In his opinion, the Berlin project package was put together extremely well. Even though the project was broken down into several phases for consideration, the committees that reviewed the projects thought the total amount of the project (\$3.7 million) might be a little much for TA Set-Aside funding. However, the SAP&DC committees do not make the final decision – that rests with PennDOT. Mr. Peters also discussed LTAP training courses that are available free of charge for administrators and public works employees.

Solicitor Brad Allison – President Rhodes welcomed Mr. Allison. Mr. Allison suggested Council adjourn to executive session.

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

Aye: 7

Nay: 0

Motion Passed

At 7:23 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 John Harding and seconded by Michael Lottig to reconvene the regular meeting.

Aye: 7

Nay: 0

Motion Passed

At 7:43 P.M., the council reconvened the regular meeting.

Mr. Allison addressed the following: 1) Noise ordinance – Secretary Jones will forward a draft of the ordinance to Council for review and discussion at the Committee of the Whole March 15th meeting. A sound level measuring meter and officer training on the use of it will be required as well as training on PLCB rules. Officers should be on duty 7 days a week from 9:00 p.m. until 7:00 a.m. (traditional “quite time” in boroughs) for enforcement. Mr. Allison suggested that if you are not going to have someone on duty to enforce the ordinance, than don’t adopt an ordinance. Preliminary officer training may be advisable before moving forward with the ordinance to see what will be required by the borough for enforcement; 2) Under Section 1313.1 of the Borough Code, the borough can establish a public fund for such things as streetscapes, revitalization, etc. An ordinance may need to be adopted first; 3) He talked about the establishment of a Committee of the Whole in lieu of individual appointed committees. He is not in favor of the Committee of the Whole. However, the meetings must be duly advertised. No one Council member can direct action of the Council and cannot take action without direction of the Council as a whole; 4) Mr. Allison will review the Meyersdale mobile home ordinance and speak to their Solicitor about it; 5) If additional work on the West Main Street Revitalization project is to be done and it will exceed the public bid threshold of \$20,100, the project must be bid; 6) He will review Ordinance No. 321 and the 2018 International Property Maintenance Code to see if it contains provisions on blighted properties and abandoned mobile homes.

(With no more topics for the Solicitor to address, Mr. Allison left the meeting at 8:10 p.m.)

Letter from Nancy Merrill – Ms. Merrill gave Secretary Jones a letter from her the day before the Council meeting. She requested it be read to Council and read into the minutes. *(The letter is attached).*

Approval of Minutes:

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

Motion by John Harding and seconded by Clifford Horner to approve and accept the minutes of the Regular Meeting of the Berlin Borough Council dated February 1, 2018.

Ayes: 7

Nays: 0

Motion Passed

NOTE: Secretary Jones reminded Council that when a voice vote is taken on a motion, it will be recorded as a unanimous vote when there are not any “Nays” heard when the President puts the motion to a vote.

Minutes of the February 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 Thomas Fisher and seconded by Michael Lottig to approve and accept the minutes of Committee of the Whole meeting of the Berlin Borough Council dated February 15, 2018.

Ayes: 7

Nays: 0

Motion Passed

President’s Report

CCIS Activity Report – The CCIS report for February was included with the Council meeting packets. (*There were no comments or questions*).

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

- 1) 171 Vine Street – sewer problem – Marty Steach of CCIS inspected the mobile home and posted a Notice of Violation. The owner has until Monday, March 5th to make the required repairs or a Condemnation as Unfit for Human Occupancy will be issued.
- 2) 180 5th Avenue – sewer problem - Marty Steach of CCIS inspected the mobile home and found that the sewer lines had been properly connected. He advised the resident that the sewer pipes need to be strapped up to the under floor of the mobile home to achieve proper flow and drainage.
- 3) Ordinance violations and enforcement of the International Property Maintenance Code – Secretary Jones and Mayor Krause traveled around the Borough to inspect for compliance with Ordinance No. 321 as it relates to property maintenance issues and for junk/abandoned vehicles. Approximately 80 properties were found to be non-compliance and letters, along with photographs taken, will be mailed on Friday, March 2nd. Copies of the letters and photographs will be sent to landlords where applicable. Mayor Krause will do follow-up inspections on properties with abandoned/junk vehicles the week of March 12th and the first week of April for property maintenance issues. Citations will be issued for those that do not comply with the Ordinance.

Mayor’s Report: Mayor Joseph G. Krause

From February 1 to February 28, 2018:

Officers were dispatched for 73 calls.

Officers investigated 10 incidents. 9 of these are now closed.

9 Traffic Stops were conducted. 3 citations were issued.

4 Parking tickets were issued.

2 Non-Traffic citations were issued.

0 Borough Ordinance Violations citations were issued.

3 people were arrested.

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

Ayes: 7

Nays: 0

Motion Passed

Administrative Business:

1) Treasurer's Report and Bills:

The Borough has incurred \$0.00 in attorney expenses and \$656.25 in Borough employee expenses for a total of \$656.25 in addressing Right-to-Know requests and Property Maintenance Complaints for the month of February, 2018. The total year to date is \$856.25. (*Exhibit 4*)

- Treasurer's Report – the reports were included in the Council Meeting Packets (*Exhibit 5 & 6*). *There were no questions or comments.*

- 2) Personnel: a) an advertisement was placed in the Somerset Daily American for a part-time laborer (up to 32 hours per week) for garbage collection and to assist in the public works department. Several applications have been received. Council members Barb Zerfoss, Thomas W. Jones, and John Harding volunteered to review the resumes and set up interviews to be held at the Committee of the Whole meeting scheduled for March 15, 2018.

Motion by John Harding and seconded by Barb Zerfoss approving and authorizing Secretary Jones and Council member Thomas W. Jones to meet with Neil Boyer, the Borough IT consultant to review the Borough computer hardware and software systems.

Ayes: 7

Nays: 0

Motion Passed

- b) It has been recommended that the employment for Wyatt Fisher be changed from part-time to full-time with all contractual pay and benefits as per the RWDSU contract dated January 1, 2017.

Motion by Barb Zerfoss and seconded by Thomas Fisher for Wyatt Fisher to be moved from part-time to a full-time employee with the garbage and public works department, effective Monday, March 5, 2018, with the pay rate and participation in employee benefits program as spelled out in the RWDSU January 1, 2017 contract with the Borough.

Ayes: 7

Nays: 0

Motion Passed

Old Business:

- 1) Inventory of Borough computers, monitors, printers, and software – this was included with the Council meeting packets for review. Barb Zerfoss asked of the whereabouts of a GPS Mobile Mapper that the Borough purchased. Secretary Jones will locate it.
- 2) Appalachian Engineering – engineering cost estimate for West side of Upper Diamond was included with the Council meeting packets for review. This does not include anything on the East side of Broadway Street. Eric Glotfelty asked who is going to pay for replacing the new curb that was broke from pushing/plowing snow on the west side of the Upper Diamond. Mayor Krause stated that the Borough plows everything except the northwest side of the Upper Diamond and the Walker's plow that portion. Secretary Jones stated that will have to be addressed when work resumes on West Main Street.

Motion by Thomas Fisher and seconded by Michael Lottig approving for Appalachian Engineering Group, LLC to proceed with the engineering and permitting services for the curbs and sidewalks replacement of the West Side of the Upper Diamond from the West side of Broadway Street to/and connecting with the end point of Phase I of the Berlin Revitalization Project currently under

construction. The total cost approved for these engineering services is \$3,290.00, as quoted by Appalachian Engineering Services, LLC.

Ayes: 7

Nays: 0

Motion Passed

- 3) Columbia Gas East Main Project – Secretary Jones met with Paul Jackel from Columbia Gas and Bernie Nanna from PennDOT about the replacement of sidewalks from 12th Street to Hay Street. Council member Thomas Fisher joined the meeting. Preliminary engineering plans were reviewed. Mr. Nanna suggested that it would be easier and best for Columbia Gas to include the curb replacement in with their permit application. It makes no difference with PennDOT who does the work or who pays for it. Several alternatives were discussed on the demolition and reconstruction to be done on this project. Mr. Jackel pledged that Columbia Gas will work closely with the Borough on the details to make sure it is a win-win situation for all involved. Columbia Gas has targeted the project for late 2nd quarter to early 3rd quarter. Mr. Jackel will meet with Columbia Gas engineers and follow-up with Secretary Jones,
- 4) Movie Night – Council member John Harding stated that another movie night should be held. It is good for the community. Mr. Harding volunteered to spearhead the event.

Motion by Michael Lottig and seconded by Thomas Fisher to hold Berlin Borough Movie Night this summer and authorizing up to \$1,000.00 to cover expenses of the event.

Ayes: 7

Nays: 0

Motion Passed

- 5) Junior Council Position – Council member Thomas W. Jones reported that he had a meeting with Dr. Reeder at the Berlin Brothersvalley School and he is receptive to the idea of a student becoming a Junior Council member. It appears that there are approximately 49 students that are over the age of 18 that qualify for the position. A follow-up meeting is being scheduled. Secretary Jones suggested that since school is almost over this year, a representative might be appointed for the 2018/2019 school year.
- 6) Park Benches for outside of the Community Building – Secretary Jones has magazines on possible benches. Prices will be solicited and presented at the next Committee of the Whole meeting scheduled for March 15th.
- 7) House of Representatives Local Government Committee Meeting Update - the Committee held a hearing on HB 1405 on Tuesday, February 13, 2018 at 10:00. Secretary Jones attended the meeting with a large representation from most of the individual Pennsylvania municipal electric systems along with PMEA officials and representatives of AMP. The information presented by Vance Oaks with Grove City, Robert Thompson from Ephrata and David Woglom from PMEA presented favorably the position of the PMEA and the 35 members that have municipal systems – local governments should address this issue as provided by the Borough Code and not the State legislature. The general takeaway from the hearing is that the bill will likely not make it out of Committee and will die there. However, Representative Berstine has recently introduced another bill through a different House committee to single out Ellwood City. The PMEA will vehemently oppose this bill as well.

New Business:

- 1) The 1968 Ford Pole truck was duly advertised for sale. There was only one sealed bid received:
 1. Joshua Claycomb for \$755.00.

Council discussed whether to sell the vehicle for this amount, re-bid it, or check on scrap prices.

Motion by Barb Zerfoss and seconded by Thomas W. Jones approving the sale of the 1968 Ford Pole truck to Joshua Claycomb in the amount of \$755.00.

Ayes: 7

Nays:

Motion Passed

Commonwealth Code Inspection Services, Inc. forwarded a Land Use Permit Form that some municipalities require to be filed at the municipality offices for any type of new building construction, renovations, additions, or alterations of any kind made to a property within that municipality. This form must be completed and signed by the appropriate municipal official and then taken to the code enforcement agency for a determination of if, and what type of, a building permit must be obtained. Council discussed the merits of mandating another form for completion. *A resolution or amendment to the building permit ordinance may be necessary. Solicitor Allison will provide guidance on this.* No action was taken by Council.

- 2) Paving West Main Street from the Upper Diamond to the intersection of High Street – this area will need to be paved after the sidewalk and curb project has been completed. It is best to advertise the project as soon as possible before contractors are too scheduled up to quote for us.

Motion by Michael Lottig and seconded by Thomas Fisher authorizing Secretary Jones to contact George Spinelli with PennDot to arrange for the paving of West Main Street from the Upper Diamond to the intersection of High Street. Secretary Jones is authorized to advertise the project for bid after receiving the bid specifications and package from PennDot. The bid opening will be at the first available Council meeting after the bid solicitation is duly advertised. The Council reserves the right to reject any and all bids.

Ayes: 7

Nay: 0

Motion Passed

- 3) CBCS Collection Agency – this collection has had very little results in past due collections. It is suggested that the collection agreement be terminated. 30-days' notice is required to terminate. Treasurer Cindy Flamm provided a report revealing that a total of \$6,175.78 had been collected on bad accounts from 2013-2018 to date (\$1,401.62 by CBCS and \$4,774.16 by the Borough). Accounts turned over for collection for 2016 was \$3,576.41 and \$3,139.20 for 2017. This represents only approximately one-one hundredth of one percent of total revenue invoiced for the two years of \$5,851,791.10.

Motion by John Harding and seconded by Thomas Fisher to terminate the collection agreement with Credit Bureau Collection Services, Inc. by providing 30-day written notice.

Ayes: 7

Nays: 0

Motion Passed

- 4) The Borough first newsletter for 2018 is being worked on and will be mailed in April. May 17th is suggested for the Borough Annual clean-up day. Council members should submit any items they may want to be included in the newsletter by Friday, March 23rd.

- 5) PennDOT District 9 Transportation Outreach 2018 Somerset County meeting is scheduled for 9:00-10:30 a.m. April 25, 2018 at the Sipesville Volunteer Fire Company. Secretary Jones will represent Berlin at the meeting.
- 6) The labor rates the Borough charges to residents for employees and equipment has been updated. This is included with the Council meeting packets.

Motion by Michael Lottig and seconded by Clifford Horner to approve the Borough labor and equipment rates per the schedule submitted, effective for March 1, 2018.

Ayes: 7

Nays: 0

Motion Passed

- 7) PSAB is hosting a grant writing seminar March 29th in Monroeville. The registration fee is \$100.00 for PSAB members. The Borough will be applying for numerous grants as opportunities arise. Secretary Jones believes attendance at this seminar would be of great value in submitting future grant proposals.

Motion by John Harding and seconded by Michael Lottig authorizing Secretary Thomas D. Jones to attend the PSAB grant writing seminar on March 29th, 2018, with all costs to attend the seminar to be paid for by the Borough.

Ayes: 7

Nays: 0

Motion Passed

- 8) Somerset County Boroughs Association dinner meeting will be hosted by Meyersdale Borough Thursday, March 15, 2018 at 6:00 p.m. at Traditions Restaurant. The cost to attend is \$18.00 per person. RSVP's are due by Wednesday, March 7, 2018.

Motion by Michael Lottig and seconded by Clifford Horner for the Borough to pay for the cost to attend the Somerset County Boroughs Association dinner meeting in Meyersdale for any Council member, Mayor, Secretary, and Treasurer that may want to attend.

Ayes: 7

Nays: 0

Motion Passed

- 9) The September 11 Memorial Trail Alliance will be hosting the first-ever bike ride connecting the three 911 memorial locations. The group of core riders (all 911 trail board members) will be making the ride and will arrive in Berlin on Saturday, April 14th. An inquiry was made about overnight accommodations in Berlin. This will provide an excellent opportunity for Berlin to take advantage of the publicity with the Trail Alliance and for Phase I of the Berlin Revitalization Project.

Motion by Thomas W. Jones and seconded by Thomas Fisher authorizing the expenditure of up to \$500.00 for a public celebration and dedication ceremony of Phase I of the Berlin Revitalization Project to be held in conjunction with the September 11th Memorial Trail Alliance bicycle ride on April 14, 2018.

Ayes: 7

Nays: 0

Motion Passed

- 10) The Pennsylvania Municipal League membership dues are up for renewal. The membership fee is \$65.00

Motion by Barbara Zerfoss and seconded by Thomas Fisher to approve the renewal of the 2018 membership fees of \$65.00 with the Pennsylvania Municipal League, effective 03/31/2018.

*Ayes: 7
Nays: 0
Motion Passed*

- 11) The Pennsylvania Municipal Electric Association membership dues for 2018 are up for renewal. The membership fee is \$1,000.00.

Motion by Michael Lottig and seconded by Thomas Fisher to approve the renewal of the 2018 membership fees of \$1,000.00 with the Pennsylvania Municipal Electric Association, effective 01/01/2018.

*Ayes: 7
Nays: 0
Motion Passed*

- 12) The Somerset County Boroughs Association membership dues are up for renewal. The membership fee is \$50.00.

Motion by Barb Zerfoss and seconded by Clifford Horner to approve the renewal of the 2018 membership fees of \$50.00 with the Somerset County Boroughs Association, effective 01/01/2018.

*Ayes: 7
Nays: 0
Motion Passed*

- 13) The paper shredder in the Borough offices is not working properly. Tri-County Office Machines was called in for repairs, however, the machine is more than 20 years old and parts are no longer available. Tri-County Machines quoted prices on 3 new models ranging from \$1,095.00 to 1,595.00.

Motion by Barb Zerfoss and seconded by Thomas Fisher authorizing the Borough Secretary to obtain 3 quotes for a new paper shredder and authorizing the purchase of a new paper shredder for an amount not to exceed \$1,100.00.

*Ayes: 7
Nays: 0
Motion Passed*

- 14) Council Member Thomas W. Jones submitted an invoice dated February 2, 2018 from the Somerset County Economic Development Council for \$200.60 for a Tier 6 – Community Donor.

Motion by Barb Zerfoss and seconded by Michael Lottig authorizing the payment of \$200.60 to the Somerset County Economic Development Council as a one-time donation.

Roll Call Vote:

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

*Ayes: 6
Nays: 1
Motion Passed*

NOTE: Council directed that this is a one-time donation and all future donations/membership fees would need to be re-evaluated.

Council member Thomas Fisher reported that there will be a meeting on Monday, March 5th at the Berlin Historical Society with representatives of the Pius Springs Women's Club, the Lions Club, the Historical Society, and him to discuss a veteran's memorial or Community Park if anyone wants to attend.

Motion by Michael Lottig and seconded by Thomas W. Jones to adjourn this Meeting of the Berlin Borough Council at 10:07 P.M.

Aye: 7

Nay: 0

Motion Passed

Note: The next regular meeting of the Berlin Borough Council is scheduled for Thursday April 5, 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, March 15, 2018 at the Berlin Borough Council Conference/Meeting Room, 700 North Street, Berlin, Pennsylvania.



Executive Borough Secretary

March 1, 2018





Guest Registry

Berlin Borough Council Meeting

March 1, 2018 – 7:00 P.M.

Name	Address	Telephone	Email
Eric Kizta			
Nancy Galotfelty			
Brenda Peters	SAP#DC		
Jillian Brown			
Chelsea McCarty			
Donna McGee			

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

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/Permits Issued

BERLIN BOROUGH

<i>PERMIT #</i>	<i>OWNER</i>	<i>ADDRESS</i>	<i>DATE</i>	<i>NOTES</i>
2018SM-0002RA	JANE SCURFIELD	216 HIGH STREET	BERLIN, PA 2/14/2018	DECK

Municipal Monthly Report/Inspections

BERLIN BOROUGH

<i>PERMIT #</i>	<i>OWNER</i>	<i>PROJECT ADDRESS</i>	<i>DATE</i>	<i>TYPE</i>	<i>STATUS</i>
2017SM-0024R	ROSS OGBURN	401 DIAMOND STREET BERLIN, PA 15530	2/5/2018	FINAL	
2018-INVESTIG					
2018SM-0002R	JANE SCURFIELD	216 HIGH STREET BERLIN, PA 15530	2/22/2018	INVESTIGATION	
			2/20/2018	FOOTER	
			2/14/2018	PLAN REVIEW	

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	

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		
TomJones - Jan. 2018		112.5	3hours - Property maintenance
TomJones - Feb. 2018		656.25	17.5 hours - Property maintenance
Totals thru February, 2018	87.5	768.75	856.25

11:59 AM

Borough of Berlin, Somerset County, Pennsylvania

Bills for Council Approval

February 2018

02/26/18

Cash Basis

Date	Num	Name	Memo	Original Amount	Paid Amount
100.01 - General Fund Checking					
02/02/2018	15938	Boro Payroll Account		-7,028.61	-7,028.61
02/02/2018	15939	American Rock Salt Company	008038	-1,405.31	-1,405.31
02/02/2018	15940	Berlin Oil Company	BP-SS00020	-94.75	-94.75
02/02/2018	15941	Comcast - Internet	8993 20 663 0100779	-109.95	-109.95
02/02/2018	15942	Daily American	119	-94.28	-94.28
02/02/2018	15943	Hilltop Office Supply, Inc.		-18.77	-18.77
02/02/2018	15944	J&J Truck Equipment	17900	-82.98	-82.98
02/02/2018	15945	PA State Association of Boroughs	Member # 8540	-500.00	-500.00
02/02/2018	15946	Quill Corporation	02677857	-56.94	-56.94
02/02/2018	15947	Sherry's Cleaning	Cleaning	-500.00	-500.00
02/02/2018	15948	Somerset Auto Parts	3837	-89.70	-89.70
02/02/2018	15949	Somerset Candy Company, Inc.	00494	-132.00	-132.00
02/02/2018	15950	Tri-Star		-47.04	-47.04
02/02/2018	15951	Cleveland Brothers	6375	-96,763.00	-96,763.00
02/09/2018	15952	Boro Payroll Account		-8,315.97	-8,315.97
02/09/2018	15953	Samuel Popovich, Jr.	2018 Boot Allowance	-50.00	-50.00
02/09/2018	15954	Terry Rhodes	Boot Allowance	-50.00	-50.00
02/09/2018	15955	Robert L Tataleba	Boot Allowance	-50.00	-50.00
02/09/2018	15956	Joseph G Krause	Boot Allowance	-50.00	-50.00
02/09/2018	15957	Chad L Lowery	Boot Allowance	-50.00	-50.00
02/09/2018	15958	Rodney Norman	2018 Boot Allowance	-200.00	-200.00
02/09/2018	15959	William Gonzalez	2018 boot allowance	-200.00	-200.00
02/09/2018	15960	Allison & Rickards, Attorneys at La...		-200.00	-200.00
02/09/2018	15961	Berlin Lumber Company, Inc.	119016	-7.99	-7.99
02/09/2018	15962	County of Somerset		-174.04	-174.04
02/09/2018	15963	Hilltop Office Supply, Inc.		-17.58	-17.58
02/09/2018	15964	S & D Calibration Services, Inc.		-56.00	-56.00
02/09/2018	15965	U.S. Municipal Supply, Inc.	H155301476	-495.80	-495.80
02/09/2018	15966	Verizon		-430.52	-430.52
02/12/2018	15967	Boro Payroll Account		-8,252.47	-8,252.47
02/16/2018	15968	Atlas Printing Company		-544.50	-544.50
02/16/2018	15969	Berlin Oil Company	BP-SS00020	-693.60	-693.60
02/16/2018	15970	Daily American	119	-162.50	-162.50
02/16/2018	15971	K&D Auto Electric, Inc.		-7.31	-7.31
02/16/2018	15972	M.E.I.T		-14,281.49	-14,281.49
02/16/2018	15973	Somerset Auto Parts	3837	-196.50	-196.50
02/16/2018	15974	State Workers Insurance Fund	05967887	-1,117.00	-1,117.00
02/16/2018	15975	Unifirst Corporation	251494	-315.25	-315.25
02/23/2018	15977	Boro Payroll Account		-7,254.64	-7,254.64
02/23/2018	15978	Berlin Area Ambulance Association	Donation	-300.00	-300.00
02/23/2018	15979	Berlin Volunteer Fire Dept.		-3,500.00	-3,500.00
02/23/2018	15980	Columbia Gas of Pennsylvania		-1,647.68	-1,647.68
02/23/2018	15981	EMC Insurance Companies	2X54339	-6,061.85	-6,061.85
02/23/2018	15982	Garrett Limestone Co., Inc.	BER2	-547.35	-547.35
02/23/2018	15983	Greater Johnstown CTC/AVTS		-120.00	-120.00
02/23/2018	15984	Hilltop Office Supply, Inc.		-17.58	-17.58
02/23/2018	15985	J&J Truck Equipment	17900	-416.37	-416.37
02/23/2018	15986	Quill Corporation	02677857	-108.83	-108.83
02/23/2018	15987	Somerset Candy Company, Inc.	00494	-10.00	-10.00
02/23/2018	15988	Somerset Trust - Credit card	4134970000021928	-382.78	-382.78
02/23/2018	15989	Thomas Jones		-309.50	-309.50
02/23/2018	15990	Thomas W. Jones, Councilman		-69.76	-69.76
02/23/2018	15991	Trapuzzano's Uniforms		-162.98	-162.98
02/23/2018	15992	Verizon		-62.99	-62.99
Total 100.01 - General Fund Checking					-163,814.16
TOTAL					-163,814.16

12:00 PM

Refuse Collection of Berlin Borough, Somerset County, PA

02/26/18

Bills for Council Approval

Cash Basis

February 2018

Date	Num	Name	Memo	Original Amount	Paid Amount
100.00 · Checking Accounts					
100.09 · Refuse Checking 74100178					
02/02/2018	4332	Boro Payroll Account		-1,394.98	-1,394.98
02/02/2018	4333	Boro of Berlin General Fund	Transfer	-2,117.47	-2,117.47
02/02/2018	4334	Advanced Disposal Services - MLF	2440000214	-4,181.71	-4,181.71
02/02/2018	4335	Berlin Oil Company	BP-SS00020	-1,084.40	-1,084.40
02/02/2018	4336	Herring Truck Parts	3837	-17.90	-17.90
02/02/2018	4337	W.W. Friedline, Inc.	BERBOR	-8.60	-8.60
02/09/2018	4338	Boro Payroll Account		-1,798.61	-1,798.61
02/09/2018	4339	Garbage Truck Saving Acct	Feb. 2018	-1,000.00	-1,000.00
02/09/2018	4340	Boro of Berlin General Fund	Transfer	-1,470.19	-1,470.19
02/16/2018	4341	Boro Payroll Account		-1,621.16	-1,621.16
02/16/2018	4342	Berlin Oil Company	BP-SS00020	-901.49	-901.49
02/16/2018	4343	Legacy Truck Centers, Inc.	05477	-3,065.72	-3,065.72
02/16/2018	4344	Berlin Oil Company	BP-SS00020	-18.00	-18.00
02/23/2018	4345	Boro Payroll Account		-1,426.79	-1,426.79
02/23/2018	4346	Advanced Disposal Services - MLF	2440000214	-4,664.13	-4,664.13
02/23/2018	4347	Somerset Trust Co		-40.78	-40.78
02/23/2018	4348	W.W. Friedline, Inc.	BERBOR	-25.14	-25.14
Total 100.09 · Refuse Checking 74100178					-24,837.07
Total 100.00 · Checking Accounts					-24,837.07
TOTAL					-24,837.07

12:01 PM

Electric System of Berlin Borough, Somerset County, PA

02/26/18

Bills for Council Approval

February 2018

Cash Basis

Date	Num	Name	Memo	Original Amount	Paid Amount
100.07 · Electric System Checking					
02/02/2018	10599	Boro Payroll Account		-306.85	-306.85
02/02/2018	10600	Boro of Berlin General Fund	Wage & Ins. Reim.	-5,900.88	-5,900.88
02/02/2018	10601	Boro of Berlin Gen. Fund - Transfer	Transfer	-3,000.00	-3,000.00
02/02/2018	10602	Berlin Oil Company, Inc.		-12,864.60	-12,864.60
02/07/2018	RTCK	U-Customers	RTCK- Joseph Villeneuve	-88.33	-88.33
02/07/2018	RTCK	FNB of PA	rtck - Joseph Villeneuve	-12.00	-12.00
02/08/2018	10604	Link Computer Corp.	Feb. 2018	-661.89	-661.89
02/08/2018	10605	Scott Electric	1559	-219.88	-219.88
02/09/2018	10606	Boro Payroll Account		-289.23	-289.23
02/09/2018	10607	Electric Generation Project Acct.	Feb. Transfer	-4,000.00	-4,000.00
02/09/2018	10608	Street Lighting Savings Account	Feb. Transfer	-1,000.00	-1,000.00
02/09/2018	10609	Boro of Berlin Gen. Fund - Transfer	Transfer	-5,000.00	-5,000.00
02/15/2018	10603	Postmaster	Feb. Bills	-330.30	-330.30
02/16/2018	10610	Boro Payroll Account		-282.54	-282.54
02/16/2018	10611	Customer	Deposit Balance Refund	-162.20	-162.20
02/16/2018	10612	Allegheny Electric Cooperative, Inc.	BER100	-2,612.65	-2,612.65
02/16/2018	10613	Berlin Oil Company, Inc.		-2,059.30	-2,059.30
02/16/2018	10614	Boro of Berlin Gen. Fund - Transfer	Transfer	-12,000.00	-12,000.00
02/20/2018		PA Dept of Revenue 280406SalesTax	Jan. 2018	-1,534.72	-1,534.72
02/23/2018	10615	Boro Payroll Account		-210.21	-210.21
02/23/2018	10616	Boro of Berlin Gen. Fund - Transfer	Transfer	-15,000.00	-15,000.00
02/23/2018	10617	SwiftReach Networks, Inc.	202524	-447.50	-447.50
02/27/2018	10618	AMP, Inc.	10950	-125,152.94	-125,152.94
Total 100.07 · Electric System Checking					-193,136.02
TOTAL					-193,136.02

The Borough of Berlin Treasurer's Report as of February 26, 2018

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	6,133.21	8,972.06	122,397.72	4,563.42
Revenues/Deposits	132,158.73	20,850.04	152,393.59	38,185.00
Transfer in	35,000.00			
total	173,291.94	29,822.10	274,791.31	42,748.42
Expenses	170,363.86	1,000.00	148,659.50	36,677.81
Transfer out		23,837.07	40,000.00	
Balance	2,928.08	4,985.03	86,131.81	6,070.61

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	12,942.13	175,320.77	8,056.42	141,130.58
Interest	12.98	179.25	12.69	142.06
Transfer in/Income		1,000.00	5,100.00	
Transfer out/Expense				
Balance	12,955.11	176,500.02	13,169.11	141,272.64

Savings Accounts	<u>Electric System</u>	<u>Electric Restoration</u>	<u>Street Light</u>
Balance	921.18	660,891.21	79,715.05
Interest	0.92	721.76	80.15
Transfer in			1,000.00
Transfer out/Expense			
Balance	922.10	661,612.97	80,795.20

Savings Accounts	<u>Elec. Generation</u>	<u>Truck Fleet</u>	<u>Beautification Project Fund</u>	<u>Police Fleet Acct.</u>
Balance	232,861.89	37,492.83	1,301.89	6,045.26
Interest	237.79	37.59	1.30	6.04
Transfer in	4,000.00			
Transfer out/Expense				
Balance	237,099.68	37,530.42	1,303.19	6,051.30

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