

## OFFICIAL AND APPROVED MINUTES BERLIN BOROUGH COUNCIL

#### September 1, 2016 - 7:00 p.m.

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

**ROLL CALL**

Barb Zerfoss Present

Thomas Fisher Present

John Harding, Jr. Present

Eric Glotfelty Absent

Charles Rhodes Present

Roger Clarke Present

President Brett Custer Present

Mayor Joseph Krause Present

Also in attendance were:

Thomas Jones, Borough Executive Secretary

Members of the public: See Attached Roster

###### Citizen Comments:

Brett Hollern – 9/11 National Memorial Trail Alliance – Mr. Hollern provided a status report on the 9/11 National Memorial Trail to connect the Great Allegheny Passage to the Flight 93 Memorial. The Trail will pass thru Berlin. An official dedication and ribbon cutting ceremony will be held at the Flight 93 National Park on Saturday, September 10, 2016 at 10:00 a.m. All are invited to attend.

Lynne Foy – inquired about action being taken at 1306 Brubaker Street. Secretary Jones reported that CCIS had posted a notice on the trailer and Kevin Sleasman called the Borough Office after to discuss his intentions. The trailer is being dismantled since there is not an undercarriage to pull it away. He anticipates having it all removed by the end of October.

Secretary Jones called CCIS and told them not to issue any citations or do anything else at his point. Council Member Zerfoss asked if there was a demolition permit and if not they should

have to get one. Council Member Harding stated that he had spoken to Mr. Sleasman earlier and Mr. Sleasman said if he has to get any other permits or the code agency post any more cease and desist orders he will walk away from the demolition and leave it to the Borough or whomever to remove the trailer.

Citizen Tom Jones – suggest that the Borough letter contain information on ordinances and permits and information on how to obtain a permit and list the code agency contact information. Mr. Jones also asked about pursuing speed bumps on Diamond Street. President Custer stated that this street is a State road and Mr. Jones could pursue speed bumps with Penndot if he wishes.

John & Angela Pelar – they asked about the odor coming from the storm drain in front of their house. Council member Fisher visited Whitehorse Brewery and Mr. Walker has taken care of an overflow discharge point in his holding tanks. This should take care of any issues. He told Mr.

& Mrs. Pelar to notify the Borough if the odor reappears.

Minutes of the August 4, 2016 Borough Council Meeting were included in the Council packets for review*. (Exhibit P9)*

***Motion by Tom Fisher and seconded by Charles Rhodes to approve and accept the minutes of the Berlin Borough Council Meeting dated August 4, 2016.***

***Ayes: 6***

***Nays: 0*** ***Motion Passed***

## President’s Report

Notes to Council:

* 1. Since the borough newsletter comes out in October, is there anything that the council would like to include? Our office staff would need this information by September 28th in order to review it at our October Sixth Council Meeting. *(There were no suggestions).*
	2. The Somerset County Boroughs Association Meeting is on 09/15/2016 at 6:30 PM. Council Member Zerfoss objected to having the Borough pay for any guests to attend the meeting. Discussion on the topic ensued. A motion for the Borough to pay for borough officials and a guest to attend SCBA meeting with associated expenses to be by paid by the Borough was made by Tom Fisher but died for lack of a second.

***Motion by Roger Clarke and seconded by Charles Rhodes authorizing borough council members, mayor, borough secretary, and the treasurer attendance at the Somerset County Boroughs Association Meeting on September 15, 2016 at 6:30 PM. with associated expenses to be paid by the borough.***

***Ayes: 6***

***Nays: 0 Motion Passed***

* 1. Minimum Municipal Obligation (MMO) Notification Requirement.

The Borough Secretary / Pension CAO are required by law to notify the council of our projected MMO for the forthcoming year*. (Exhibit P10)*

***Motion by Roger Clarke and seconded by Tom Fisher to acknowledge the receipt of Berlin Borough’s Minimum Municipal Obligation for Berlin Borough’s Uniformed and Non- Uniformed Pension Plans for the year 2017 as submitted by Cindy Flamm, Berlin Borough’s designated Chief Administrative Officer for the uniformed and non-uniformed pension plans. Ayes: 6***

***Nays: 0 Motion Passed***

***Motion by Barb Zerfoss and seconded by Roger Clarke to establish Berlin Borough’s Police Pension Plan’s Minimum Municipal Obligation for 2017.***

***Ayes: 6***

***Nays: 0 Motion Passed***

***Motion by Roger Clarke and seconded by Barb Zerofss to establish Berlin Borough’s Non- Uniformed Pension Plan’s Minimum Municipal Obligation for 2017.***

***Ayes: 6***

***Nays: 0 Motion Passed***

* 1. The PSAB Fall Leadership Conference is being held October 14-16 in Gettysburg. There is a Pre-Conference Session for Newly-Elected Municipal Officials. There are also sessions on the Right-to Know Law, The Right Tools for Codes Enforcement, Workplace Safety Programs, and other topics. This Conference provides an excellent opportunity for the Borough Secretary to receive training on important areas of Borough management and also a chance to network with other Pennsylvania Borough officials.

***Motion by Roger Clarke and seconded by Barb Zerfoss to send the Borough Secretary to the PSAB Fall Leadership Conference in Gettysburg on 10/14/2016 thru 10/16/2016 with conference and travel expenses to be paid by the Borough.***

***Ayes: 6***

***Nays: 0 Motion Passed***

**Mayor’s Report: Mayor Joseph Krause**

**Mayor's Oral Police Report**

**The following is for the month of August in 2016: The department handled 36 calls,**

**Officers appeared in court 3 times for a combined time of 5 hours Officers have investigated 15 incidents. 14 of these are now closed. 3 people were arrested,**

**4 Traffic stops were conducted,**

**4 non-traffic citations were issued.**

A complaint was received about coal trucks speeding on Broadway Street. Officer Norman is to patrol that area and the Mayor will report any incidents at the next Council Meeting. Council member Zerfoss asked about foot patrols. Mayor Krause said he would have the officers schedule some foot patrol time.

***Motion by Charles Rhodes and seconded by Tom Fisher to approve and accept the Police Report as presented.***

***Ayes: 6***

***Nays: 0*** ***Motion Passed***

## Committee Reports:

###### Electric: Chair Eric Glotfelty (Chairman Glotfelty was absent – Tom Fisher gave report)

1) AMP is seeking authorization to sell Blue Creek Renewable Energy Credits (RECs) to third parties, returning revenue to those members who choose to sell their portion of RECs in the project. Power Invoice Credits will be issued in lieu of check distributions.

Council member Clarke asked could we use to lower the transmission charges. Secretary Jones said the only options available were to either receive a check payment for the credits or have the equivalent amount credited against our monthly power invoice.

***Motion by Roger Clarke and seconded by Charles Rhodes to approve selling the Borough of Berlin’s portion of the Blue Creek Wind Renewable Energy Certificates (RECs) and to receive Power Invoice Credits in lieu of check distributions.***

***Ayes: 6***

***Nays: 0 Motion Passed***

***2)*** Reliable Meter Service has checked electric meters annually in the Borough electric system to determine if the electric service we are providing is metering the electricity correctly. They have suggested providing this service the week of September 5th or 12th.

***Motion by Tom Fisher and seconded by Charles Rhodes to approve Reliable Meter Service to check meters in the Borough electric system to determine if the electric service we are providing is metering the electricity correctly.***

***Ayes: 6***

***Nays: 0 Motion Passed***

President Custer - Secretary Jones was asked at a prior Council Meeting to check into running water down to the generator site. Mr. Jones do you have any information to share with the Council?

Secretary Jones - President Custer and I met with Scott Fieg and discussed partnering on the water line that needs to be run down to the generator for installation of a fire hydrant near the generators. Mr. Fieg offered to do the excavation work at his expense and we offered to run the 6 inch line and reconnect his water down at near the fire hydrant. We also will be laying a 2” pressurized pipe for future sewer needs at our expense. We will have to run the lines from a connection point near Orchard Street down to the end of Vine Street, and then down the Penelec power line right of way to the generator site. This will be approximately 1,000 feet of water and sewer pipe. The Borough public works staff will lay the pipe.

***Motion by Roger Clarke and seconded by Charles Rhodes to approve working jointly with Scott Fieg in installing a 6” water line from the nearest connection point on Vine Street down to the generator site, and to install a meter if necessary, and a fire hydrant. The Borough will incur the cost of pipe, connectors, fire hydrant, control valves, etc., fill material required (if any), and the cost of Borough public works labor and equipment required for this project.***

***Ayes: 6***

***Nays: 0 Motion Passed***

1. Secretary Jones ***-*** Generator Project Update – earlier this evening at a special Borough Council meeting bids were received, opened, and read aloud for the Generator Tie Line Excavation Project, Generator Lead Line Connector Project, and the Radial Feed Tie Line Project. These are being reviewed by Appalachian Engineering Group, LLC and the Borough Secretary for completeness and compliance with the Borough of Berlin bid specifications. They are to make recommendations to award each project contract in accordance with the Pennsylvania Consolidated Statutes, Title 8 – The Borough Code. A special Council meeting will be called as soon as the review is complete to award the contracts.

Robbie Tugwell from Power Secure provided an update on the manufacture of the generator and components in the special Council meeting held earlier this evening and it appears that all is on track to have the project completed by the end of November. It has been suggested that we have a ground breaking ceremony/celebration for this momentous occasion. I suggest we coordinate with Power Secure and others that will be involved with the project and hold a groundbreaking ceremony/celebration the week of September 12th or September 19th or another time that would be more suitable.

***Motion by Tom Fisher and seconded by John Harding to approve for the Borough to host a Generation Project groundbreaking ceremony/celebration sometime during the week of September 12th or September 19th or another date that would be more suitable. The Borough Secretary and the Electric Committee shall coordinate this.***

***Ayes: 6***

***Nays: 0 Motion Passed***

###### PERSONNEL & FINANCE: Chair Tom Fisher

Treasurer’s Report and Bills:

***Motion by Roger Clarke and seconded by John Harding to approve the bills and Treasurer’s Report as specified on Exhibits P11.***

***Ayes: 6***

***Nays: 0*** ***Motion Passed***

The Borough Employee Appreciation Dinner has been scheduled for Saturday, December 17, 2016 at 6:00 P.M. at the Berlin VFW. It was recommended that a D.J. would not be needed.

###### REFUSE: Chair Roger Clarke

Dumpsters at the maintenance shed – Chad Lowery has suggested that we move the current shale stockpile to the side of the shed and place the dumpsters to the rear of the shed in that area. A fence approximately 8 feet high would need to be built in an “L” shape to help shield the dumpsters from residential neighbors and to contain any of overflow of the dumpsters.

There was discussion on several ideas on whether to move the dumpsters or to remove them all together. Pros and cons were discussed. Council decided to table any action on the dumpsters at this time.

###### HOUSE: Chair Barb Zerfoss

* 1. Doors for upper double doors in Borough Building – Spory’s Locksmith was able to repair the locks on the doors for $127.00 so we do not need to replace the doors at this time. The public works crew has painted all of the doors to the community building and the main entrance to the Borough offices.
1. The area where the brick building was in the Community Building parking lot has been paved and 3 additional parking spaces were opened up. The Borough Secretary called each Council member and received unanimous approval to have S&S Excavating do the paving since they had equipment working at the Deaner Funeral Home. A quote from New Enterprise for the cost of the asphalt alone was $1,683.75, and it would have taken the public works crew at least 2-3 days to do the paving. S&S quoted the job for a grand total of $1,850.00.
2. Brad Flick from the fire department requested that the Borough put up an additional light to illuminate the Community Building parking lot. The fire department has agreed to pay half of the cost.

***Motion by Barb Zerfoss and seconded by Roger Clark to install a LED light on the light pole in the*** ***Community Building parking lot, with one half of the cost to be reimbursed by the fire department. Ayes: 6***

***Nays: 0*** ***Motion Passed***

###### EQUIPMENT: John Harding

1) New refuse truck – the packer is expected to come off the assembly line October 3rd and then go to the mount shop. It is expected to be delivered to us in October.

**2)** The 1960 Caterpillar Front End Loader needs the brake system replaced. The loader was moved to Jim Snyder’s garage and he has examined it to see what needs to be repaired. He estimates it will cost approximately $2,500.00 to repair the brakes

***Motion by Roger Clarke and seconded by Tom Fisher to have Jim Snyder repair the 920 Caterpillar Front End Loader for an amount not to exceed $3,000.00.***

***Ayes: 6***

***Nays: 0*** ***Motion Passed***

1. The steering column for truck #1 had to be replaced – this is the second time it is being replaced. A replacement truck may be needed for next year.

**STREETS & SIDEWALKS: Chair Eric Glotfelty *(Secretary Jones gave the report)***

* 1. Movie Night – the movie night was a success. Approximately 200 people were in attendance. Unfortunately we had to move it indoors to the Community Room due to inclement weather.
	2. We have received 3 quotes to replace a garage door at the maintenance shed:

|  |  |
| --- | --- |
| Thermodoor | - $2,053.00 |
| Overhead Door Company | - $2,728.00 |
| A-1 Garage Doors | - $2,921.40 |

***Motion by Roger Clarke and seconded by Barb Zerfoss to purchase a garage door for the maintenance shed from Thermodoor Inc. in the amount of $2,053.00.***

***Aye: 6***

***Nay: 0***

***Motion Passed***

**POLICE: Chair John Harding**

The committee met with the Mayor and Officer Norman and Officer Mark Kasterko. Officer Norman will submit a list of equipment that believes is needed. The computer with that hosts the software for the police cruiser cameras is experiencing some problems and it may need replaced. Officer Norman provided an update on sticker/registration reader equipment. There may be grants available. Equipment needs will be reviewed at the next police committee meeting.

###### BEAUTIFICATION: Chair Charles Rhodes

The committee will meet on September 19th at 7:00 p.m. Tom Fisher is to contact Sanner Brothers about sidewalk stamping dies and color patterns.

At 8:58 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 Barb Zerfoss and seconded by Roger Clarke to adjourn to executive session. Aye: 6***

***Nay: 0***

***Motion Passed***

**EXECUTIVE SESSION**

***Motion by Charles Rhodes and seconded by John Harding to reconvene the regular meeting. Aye: 6***

***Nay: 0***

***Motion Passed***

At 9:28 P.M. the council reconvened the regular meeting

***Motion by Roger Clarke and seconded by Tom Fisher Barb Zerfoss to send the Borough Secretary to the AMP/OMEA Annual Conference in Columbus, Ohio 09/26/2016 thru 09/29/2016 with conference and travel expenses to be paid by the Borough.***

***Ayes: 6***

***Nays: 0 Motion Passed***

***Motion by Roger Clarke and seconded by Barb Zerfoss to adjourn this Meeting of the Berlin Borough Council at 9:30 P.M.***

***Aye: 6***

***Nay: 0***

***Motion Passed***

Note: The next regular meeting of the Berlin Borough Council is scheduled for Thursday October 6, 2016, beginning at 7:00 p.m., at the Berlin Borough Council conference/meeting room, 700 North Street, Berlin, Pennsylvania.



Executive Borough Secretary September 1, 2016



# Guest Registry

Berlin Borough Council Meeting September 1,2016

Please print

Address Telephone Email

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Thank You for attending the Berlin Borough Council Meeting. Your input is both welcomed and appreciated.

as of July 28, 2016

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| --- |
| **First National Bank Accounts -** Interest on accounts at FNB .01% |
| **Checking Accounts** | **General Fund**  | **Refuse Collection**  | **Electric System**  | **Payroll Account**  |
| Balance | 31.59 | 35,876.65 | 27,335.95 | 1,703.80 |
| Revenues/Deposits | **47,419.37** | 25,498.89 | 161,949.05 | 33,252.89 |
| Transfer in | 30,900.00 |  |  |  |
| total | 78,350.96 | 61,375.54 | 189,285.00 | 34,956.69 |
| Expenses | 67,827.78 | 19,729.60 | 52,567.87 | 31,461.61 |
| Transfer out | 2,250.00 | 2,000.00 | 37,900.00 | - |
| Balance | 8,273.18 | 39,645.94 | 98,817.13 | 3,495.08 |
| **Somerset Trust Company Accounts -** Interest on STC accounts .20-.501% |
| **Savings Accounts** |  **Street Cleaning**  |  **Garbage Truck**  | **Capital Reserve**  |  **Motor Fuels**  |
| Balance | 99,107.96 | 325,604.54 | 1,229,933.06 | 137,196.91 |
| Interest | 24.35 | 133.36 | 504.07 | 33.74 |
| Transfer in/Income | 250.00 | 2,000.00 |  |  |
| Transfer out/Expense |  | 112,986.72 |  |  |
| Balance | 99,382.31 | 214,751.18 | 1,230,437.13 | 137,230.65 |
| **Savings Accounts** | **Electric System**  | **Electric Restoration**  | **Street Light**  | **General Fund** |
| Balance | 130,765.69 | 1,078,734.30 | 60,385.53 | 104,157.61 |
| Interest | 32.16 | 442.10 | 14.78 | 25.61 |
| Transfer in |  |  | 1,000.00 |  |
| Transfer out/Expense |
| Balance | 130,797.85 | 1,079,176.40 | 61,400.31 | 104,183.22 |
| **Savings Accounts** | **Elec. Generation**  | **Truck Fleet**  |  |  |
| Balance | 484,311.07 | 6,000.80 |  |  |
| Interest | 204.60 | 0.89 |  |  |
| Transfer in | 13,330.28 | 2,000.00 |  |  |
| Transfer out/Expense | **337,471.11** |  |  |  |
| Balance | 160,374.84 | 8,001.69 |  |  |
| Interest added is for June. |
| July interest is not added, the bank statements were not available as of this report printing. |
| **Certificates of Deposit** |
| **Renewal date / CD#** |  **Amount**  | **Term** | **Bank** | **New APY** |
| Electric Restoration Fund |
| 01/08/2018 #25398 | $ 1,000,000.00 | 25 months | Citizens National Bank | 2.00% |
| Celebration Fund |
| 9/28/2019 #2003060552 | **$ 3,719.19** | 61 months | Somerset Trust | 2.04% |
| Revised 8/24/16 Increase in revenues for the General Fund and |
| Addition of invoice paid to Power Secure on the expense line of the Electric Generation Fund. |

as of August 27, 2016

|  |
| --- |
| **First National Bank Accounts -** Interest on accounts at FNB .01% |
| **Checking Accounts** | **General Fund**  | **Refuse Collection**  | **Electric System**  | **Payroll Account**  |
| Balance | 8,273.18 | 39,645.94 | 98,817.13 | 3,495.08 |
| Revenues/Deposits | 45,536.52 | 15,770.41 | 114,496.95 | 40,156.98 |
| Transfer in | 8,000.00 |  | 65,000.00 |  |
| total | 61,809.70 | 55,416.35 | 278,314.08 | 43,652.06 |
| Expenses | 55,563.21 | 18,326.08 | 249,690.44 | 39,578.13 |
| Transfer out | 2,275.00 | 2,000.00 | 27,792.17 | - |
| Balance | 3,971.49 | 35,090.27 | 831.47 | 4,073.93 |
| **Somerset Trust Company Accounts -** Interest on STC accounts .20-.501% |
| **Savings Accounts** |  **Street Cleaning**  |  **Garbage Truck**  | **Capital Reserve**  |  **Motor Fuels**  |
| Balance | 99,382.31 | 214,751.18 | 1,230,437.13 | 137,230.65 |
| Interest | 25.24 | 107.73 | 521.09 | 34.87 |
| Transfer in/Income | 250.00 | 2,000.00 | 25.00 |  |
| Transfer out/Expense |
| Balance | 99,657.55 | 216,858.91 | 1,230,983.22 | 137,265.52 |
| **Savings Accounts** | **Electric System**  | **Electric Restoration**  | **Street Light**  | **General Fund** |
| Balance | 130,797.85 | 1,079,176.40 | 61,400.31 | 104,183.22 |
| Interest | 33.24 | 457.03 | 15.54 | 26.47 |
| Transfer in |  | 25.00 | 1,000.00 | 25.00 |
| Transfer out/Expense | 65,000.00 |  |  |  |
| Balance | 65,831.09 | 1,079,658.43 | 62,415.85 | 104,234.69 |
| **Savings Accounts** | **Elec. Generation**  | **Truck Fleet**  |  |  |
| Balance | 160,374.84 | 8,001.69 |  |  |
| Interest | 122.57 | 1.28 |  |  |
| Transfer in | 18,742.17 | 2,000.00 |  |  |
| Transfer out/Expense |
| Balance | 179,239.58 | 10,002.97 |  |  |
| Interest added is for July. |
| August interest is not added, the bank statements were not available as of this report printing. |
| **Certificates of Deposit** |
| **Renewal date / CD#** |  **Amount**  | **Term/New APY** | **Bank** | **Interest earned** |
| to date |
| Electric Restoration Fund |
| 01/08/2018 #25398 | $ 1,009,977.26 | 25 months/ 2.00% | Citizens National Bank | $ 9,977.26 |
| Celebration Fund |
| 9/28/2019 #2003060552 | **$ 3,834.87** | 61 months / 2.04% | Somerset Trust | $ 115.68 |

**1:30 PM**

**08/24/16**

**Cash Basis**

###### Refuse Collection of Berlin Borough, Somerset County, PA

**Bills for Council Approval**

**July 29 through August 27, 2016**

,285.86

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** | **Num** | **Name** | **Memo Original** | **Amount Paid Amount** |
| **100.09 · Refuse Checking 74100178** |
| 08/05/2016 | 4060 | Boro Payroll Account | -1,285.86 -1 |  |
| 08/05/2016 | 4061 | Garbage Tr | August Transfer | -2,000.00 -2,000.00 |
| 08/05/2016 | 4062 | Boro of Berl | August | -3,162.93 -3,162.93 |
| 08/05/2016 | 4063 | Advanced D | 2440000214 | -4,268.83 -4,268.83 |
| 08/12/2016 | 4064 | Boro Payroll Account | -1,443.72 -1 |  |
| 08/12/2016 | 4065 | Advanced D | 2440000214 | -3,581.19 -3,581.19 |
| 08/12/2016 | 4066 | Berlin Oil Co | BP-SS00020 | -558.89 | -558.89 |
| 08/12/2016 | 4067 | Lawson Pro | 0135337 01518 | -265.78 | -265.78 |
| 08/12/2016 | 4068 | Somerset A | 3837 | -301.04 | -301.04 |
| 08/19/2016 | 4069 | Boro Payroll Account | -1,309.66 -1 |  |
| 08/26/2016 | 4070 | Boro Payroll Account | -1,442.78 -1 |  |
| 08/26/2016 | 4071 | Berlin Oil Co | BP-SS00020 | -558.00 | -558.00 |
| 08/26/2016 | 4072 | Municipal Water Authority | -147.40 |  |
| -20,326.08 |
| -20,326.08 |
|  |  |  | **TOTAL** | **-20,326.08** |

,443.72

,309.66

,442.78

-147.40

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**1:32 PM**

**08/24/16**

**Cash Basis**

**Borough of Berlin, Somerset County, Pennsylvania**

**Bills for Council Approval**

**July 28 through August 27, 2016**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Date** | **Num** |  | **Name** |  | **Memo** | **Original Amount** | **Paid Amount** |
| **100.01 · General Fund Checking** |
| 07/29/2016 | 14981 |  | Boro Payroll Account |  |  | -5,984.54 | -5,984.54 |
| 07/29/2016 | 14982 |  | Allison & Rickards, Attorneys at Law, LLC |  |  | -997.80 | -997.80 |
| 07/29/2016 | 14983 |  | Berlin Oil Company |  | BP-SS00020 | -18.00 | -18.00 |
| 07/29/2016 | 14984 |  | Comcast - Internet |  | 8993 20 663 0100779 | -109.95 | -109.95 |
| 07/29/2016 | 14985 |  | Foster F. Wineland, Inc. |  | 12792 | -306.65 | -306.65 |
| 07/29/2016 | 14986 |  | Keim's Sales and Service |  |  | -12.00 | -12.00 |
| 07/29/2016 | 14987 |  | Kelly Printing Supplies |  |  | -280.90 | -280.90 |
| 07/29/2016 | 14988 |  | Principal Life Insurance Company |  | N86102-1 | -101.52 | -101.52 |
| 07/29/2016 | 14989 |  | Safeguard |  |  | -118.28 | -118.28 |
| 07/29/2016 | 14990 |  | Somerset Screen Printing & Embroidery |  |  | -330.00 | -330.00 |
| 07/29/2016 | 14991 |  | Somerset Tire, Inc. |  |  | -821.56 | -821.56 |
| 07/29/2016 | 14992 |  | U.S. Municipal Supply, Inc. |  | H155301476 | -159.82 | -159.82 |
| 07/29/2016 | 14993 |  | Verizon |  |  | -52.99 | -52.99 |
| 08/05/2016 | 15001 |  | Boro Payroll Account |  |  | -6,387.62 | -6,387.62 |
| 08/05/2016 | 15002 |  | Hilltop Office Supply, Inc. |  |  | -19.16 | -19.16 |
| 08/05/2016 | 15003 |  | New Enterprise Stone & Lime |  | 73213 | -202.95 | -202.95 |
| 08/05/2016 | 15004 |  | Quill Corporation |  | 02677857 | -139.98 | -139.98 |
| 08/05/2016 | 15005 |  | S & D Calibration Services, Inc. |  |  | -26.00 | -26.00 |
| 08/05/2016 | 15006 |  | Sherry's Cleaning |  |  | -500.00 | -500.00 |
| 08/05/2016 | 15007 |  | The Hite Company |  |  | -185.68 | -185.68 |
| 08/05/2016 | 15008 |  | Unifirst Corporation |  | 251494 | -162.99 | -162.99 |
| 08/05/2016 | 15009 |  | Berlin Lumber Company, Inc. |  | 119016 | -18.57 | -18.57 |
| 08/05/2016 | 15010 |  | Berlin Oil Company |  | BP-SS00020 | -40.00 | -40.00 |
| 08/12/2016 | 15011 |  | Street Cleaning Device Account |  | August | -250.00 | -250.00 |
| 08/12/2016 | 15012 |  | Truck Fleet Savings Acct. |  | August | -2,000.00 | -2,000.00 |
| 08/12/2016 | 15013 |  | Boro Payroll Account |  |  | -6,062.71 | -6,062.71 |
| 08/12/2016 | 15014 |  | Berkheimer Associates |  |  | -7.08 | -7.08 |
| 08/12/2016 | 15015 |  | Berlin Auto, LLC |  |  | -219.30 | -219.30 |
| 08/12/2016 | 15016 |  | Berlin Oil Company |  | BP-SS00020 | -1,227.05 | -1,227.05 |
| 08/12/2016 | 15017 |  | CWCOG |  | 2yr Membership | -350.00 | -350.00 |
| 08/12/2016 | 15018 |  | Humane Society of Somerset County |  |  | -25.00 | -25.00 |
| 08/12/2016 | 15019 |  | Lacal Equipment, Inc. |  |  | -361.51 | -361.51 |
| 08/12/2016 | 15020 |  | New Enterprise Stone & Lime |  | 73213 | -152.89 | -152.89 |
| 08/12/2016 | 15021 |  | Pennsylvania One Call System, Inc. |  | AE1 | -36.26 | -36.26 |
| 08/12/2016 | 15022 |  | SDC Building Center |  |  | -335.76 | -335.76 |
| 08/12/2016 | 15023 |  | Somerset Auto Parts |  | 3837 | -556.16 | -556.16 |
| 08/12/2016 | 15024 |  | Somerset Trust - Credit card |  | 4134970000021928 | -115.58 | -115.58 |
| 08/12/2016 | 15025 |  | Stanga's Fire Extinguishers |  | 2-030 | -114.00 | -114.00 |
| 08/12/2016 | 15026 |  | State Workers Insurance Fund |  | 05967887 | -1,370.00 | -1,370.00 |
| 08/12/2016 | 15027 |  | Verizon |  |  | -402.23 | -402.23 |
| 08/12/2016 | 15028 |  | Verizon 90640444 |  | 814-267-3837 | -110.97 | -110.97 |
| 08/19/2016 | 15029 |  | Boro Payroll Account |  |  | -6,473.55 | -6,473.55 |
| 08/19/2016 | 15030 |  | Columbia Gas of Pennsylvania |  |  | -108.90 | -108.90 |
| 08/19/2016 | 15031 |  | Daily American |  | 119 | -269.56 | -269.56 |
| 08/19/2016 | 15032 |  | M.E.I.T |  |  | -11,868.30 | -11,868.30 |
| 08/19/2016 | 15033 |  | PA DEP |  | Facility ID 56-03662 | -100.00 | -100.00 |
| 08/19/2016 | 15034 |  | Somerset Candy Company, Inc. |  | 00494 | -11.67 | -11.67 |
| 08/19/2016 | 15035 |  | Spory's Locksmith, Inc. |  |  | -127.00 | -127.00 |
| 08/19/2016 | 15036 |  | The Hartford Company |  | 13794856 | -340.00 | -340.00 |
| 08/19/2016 | 15037 |  | U.S. Municipal Supply, Inc. |  | H155301476 | -58.07 | -58.07 |
| 08/19/2016 | 15038 |  | Petty Cash Fund |  |  | -164.23 | -164.23 |
| 08/22/2016 | 15039 |  | Reel Time Entertainment |  | 50% Deposit balance for movie show | -250.00 | -250.00 |
| 08/26/2016 | 15040 |  | General Fund Savings Acct. |  |  | -25.00 | -25.00 |
| 08/26/2016 | 15041 |  | Boro Payroll Account |  |  | -5,923.52 | -5,923.52 |
| 08/26/2016 | 15042 |  | Berlin Oil Company |  | BP-SS00020 | -472.56 | -472.56 |
| 08/26/2016 | 15043 |  | Cover Insurance |  | Acct. BERLBO1 | -345.00 | -345.00 |
| 08/26/2016 | 15044 |  | New Enterprise Stone & Lime |  | 73213 | -574.40 | -574.40 |
| 08/26/2016 | 15045 |  | Verizon |  |  | -52.99 | -52.99 |
| -57,838.21 |
|  |  |  |  |  |  | **TOTAL** | **-57,838.21** |

**Page 2 of 4**

**1:25 PM**

**08/24/16**

**Cash Basis**

###### Electric System of Berlin Borough,Somerset County, PA

**Bills for Council Approval**

**July 28 through August 27, 2016**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Date** | **Num** | **Name** |  | **Memo** |  | **Original Amount** |  | **Paid Amount** |
| **100.07 · Electric System Checking** |
| 07/29/2016 | 10135 | Boro Payroll Account |  |  |  | -982.52 |  | -982.52 |
| 07/29/2016 | 10136 | Customer |  | Refund of account balance |  | -2,813.90 |  | -2,813.90 |
| 07/29/2016 | 10137 | Municipal Water Authority |  |  |  | -24.00 |  | -24.00 |
| 07/29/2016 | 10138 | Wiedenhoft Electric |  |  |  | -4,715.00 |  | -4,715.00 |
| 07/29/2016 | 10139 | Boro of Berlin General Fund |  |  |  | -7,000.00 |  | -7,000.00 |
| 07/29/2016 | 10140 | AMP, Inc. |  | 10950 |  | -103,581.54 |  | -103,581.54 |
| 08/05/2016 | 10141 | Boro Payroll Account |  |  |  | -312.93 |  | -312.93 |
| 08/05/2016 | 10142 | Boro of Berlin General Fund |  |  |  | -5,913.15 |  | -5,913.15 |
| 08/12/2016 | 10143 | Boro Payroll Account |  |  |  | -297.41 |  | -297.41 |
| 08/12/2016 | 10144 | Electric Generation Project Acct. |  | July PPA |  | -14,742.17 |  | -14,742.17 |
| 08/12/2016 | 10145 | Street Lighting Savings Account |  | August |  | -1,000.00 |  | -1,000.00 |
| 08/12/2016 | 10146 | Electric Generation Project Acct. |  | August |  | -4,000.00 |  | -4,000.00 |
| 08/12/2016 | 10147 | Allegheny Electric Cooperative, Inc. |  | BER100 |  | -2,882.67 |  | -2,882.67 |
| 08/12/2016 | 10148 | Anixter |  | Cust. #51150 |  | -3,998.00 |  | -3,998.00 |
| 08/12/2016 | 10149 | Boro of Berlin |  |  |  | -210.52 |  | -210.52 |
| 08/12/2016 | 10150 | Tableland Services |  | Shelby Coolbaugh Balance |  | -189.48 |  | -189.48 |
| 08/12/2016 | 10151 | Wiedenhoft Electric |  |  |  | -9,455.00 |  | -9,455.00 |
| 08/12/2016 | 10152 | The Hite Company |  |  |  | -930.08 |  | -930.08 |
| 08/18/2016 | RTCK | U-Customers |  | Ret. Ck- Selena Foy/ Kerri Bechtel |  | -150.00 |  | -150.00 |
| 08/18/2016 | BKCHG | FNB of PA CD Accts |  | Ret. ck - Selena Foy/Kerri Bechtel |  | -12.00 |  | -12.00 |
| 08/19/2016 | 10153 | Boro Payroll Account |  |  |  | -333.13 |  | -333.13 |
| 08/19/2016 | 10154 | Boro of Berlin General Fund |  |  |  | -1,000.00 |  | -1,000.00 |
| 08/19/2016 | 10155 | Customer |  | Refund of deposit balance |  | -189.28 |  | -189.28 |
| 08/22/2016 | ACH | PA Dept of Revenue 280406SalesTax |  | July 2016 sales tax |  | -1,823.26 |  | -1,823.26 |
| 08/26/2016 | 10156 | Boro of Berlin |  | Kirstyn McGregor |  | -125.32 |  | -125.32 |
| 08/26/2016 | 10157 | Tableland Services |  | Kirstyn McGregor - Balance of Deposit |  | -274.68 |  | -274.68 |
| 08/26/2016 | 10158 | Customer |  | Refund of account balance. |  | -162.93 |  | -162.93 |
| 08/26/2016 | 10159 | Electric Restoration Savings Acct. |  |  |  | -25.00 |  | -25.00 |
| 08/26/2016 | 10160 | Capital Reserve Fund |  |  |  | -25.00 |  | -25.00 |
| 08/26/2016 | 10161 | Boro Payroll Account |  |  |  | -519.42 |  | -519.42 |
| 08/26/2016 | 10162 | Municipal Water Authority |  |  |  | -147.40 |  | -147.40 |
| 08/26/2016 | 10163 | Municipal Water Authority |  |  |  | -12.00 |  | -12.00 |
| 08/26/2016 | 10164 | Boro of Berlin General Fund |  |  |  | -130.79 |  | -130.79 |
| 08/26/2016 | 10165 | AMP, Inc. |  | 10950 |  | -109,504.03 |  | -109,504.03 |
| -277,482.61 |
|  |  |  |  |  |  | **TOTAL** |  | **-277,482.61** |

**Page 3 of 4**

###### Electric System of Berlin Borough,Somerset County, PA

**Bills for Council Approval - Generation Fund**

**July 1 through August 27, 2016**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Date** | **Num** | **Name** |  | **Memo** |  |  | **Original Amount** |  | **Paid Amount** |
| **Generation Project Fund** |
| 07/08/2016 | 120 | Power Secure, Inc. | 1600001-DD |  | -334,265.04 |  | -334,265.04 |
| 07/22/2016 | 121 | Appalachian Engineering Group, LLC |  |  | -3,206.07 |  | -3,206.07 |
| -337,471.11 |
|  |  |  |  |  | **TOTAL** |  | **-337,471.11** |
| These are July bills where Power Secure invoice is added. |
| There are no bills for August. |

**Page 4 of 4**



**DATE: AUGUST 15, 2016**

**TO:**

**FROM:**

**BLUE CREEK WIND PARTICIPANTS**

**PAMALA M. SULLIVAN** *f5*

**EXECUTIVE VICE PRESIDENT POWER SUPPLY** &

**GENERATION OPERATIONS**

**SUBJECT: SALE OF BLUE CREEK WIND RENEWABLE ENERGY CERTIFICATES (RECS)**

AMP has acted on behalf of Blue Creek Wind participants in prior years to sell renewable energy certificates (RECs) to third parties, returning revenue to those members who chose to sell their portion of RECs in the project. For purposes of the Ohio Alternative Energy Portfolio Standard (AEPS), RECs from Blue Creek Wind are considered uin-state" since the project is sited in Ohio. In addition, for purposes of Renewable Energy Certification, Blue Creek is also registered in Delaware, Illinois, Maryland, New Jersey, North Carolina and Pennsylvania.

AMP is currently seeking authorization to sell Blue Creek RECs to any qualified purchaser for the 2016 and 2017 timeframe at any price. Current REC prices are about $12.00/REC. Note also that Power Invoice Credits will be issued instead of check distributions unless indicated otherwise.

We are requesting that you complete and return the attached Participant Decision Form no later than September 15th, 2016.

AMP cannot sell your share of Blue Creek Wind RECS unless we receive the Participant Decision Form.

Please let me know if you have any questions about this matter or contact Jerry Willman at jwillman@amppartners.org or 614/540-6419.

Thank you. Attachment (1)

cc: Jerry Willman

Blue Creek Wind Participant REC Sales Proposal As Outlined in the Memo Dated August 15, 2016

Participant Decision Form

Instructions:

Please check the appropriate item. In addition, please also complete the authorization with a signature in the section below. Return forms to Jerry Willman at AMP jwillman@amppartners.org (or fax to 614/540-1080) no later than August 19th, 2016.

Blue Creek Wind Participant Decision:

Borough of Berlin, PA (name of municipality) elects to sell/not sell, as indicated below, its portion of renewable energy credits (RECs) from Blue Creek Wind for 2016, as proposed at any price.

Select an option indicated with an "X":

 elects to sell (2016)

 elects !!filto sell (2016)

Invoice credits will be issued (unless indicated otherwise) following the transfer of REC's to the purchaser(s). This will occur quarterly or at other times throughout the contract period.

Borough of Berlin, PA (name of municipality) elects to sell/not sell, as indicated below, its portion of renewable energy credits (RECs) from Blue Creek Wind for 2017, as proposed at any price.

Select an option indicated with an "X":

---elects to sell (2017)

 elects !!filto sell (2017)

Invoice credits will be issued (unless indicated otherwise) following the transfer of REC's to the purchaser(s). This will occur quarterly or at other times throughout the contract period.

Authorization:

Name: Tom Jones Title: Executive Borough Secretary

Municipality: Borough of Berlin, PA

Date:

The Minimum Municipal Obligation Worksheet (MMO)

For The

### Berlin Borough Pension Plan (56-015-3 Nl)

For Plan Year 2017

##### CHARGES

Estimated 2016 W-2 Payroll

For Covered Plan Members: PMRS Determined Normal Cost

Expressed as a Decimal:

(A)

(8)

237, 062

 .1122

RESULT: (A) \* (B) =

Administrative Charge (PMRS Determined)

# of Plan Members times $20:

Amortization of Unfunded Liability (PMRS Determined)

(C)---=2=6;.,.&=.59:;.8.;:;...\_

480

(D)------

5,750

(E) ------

##### CREDITS

TOTAL CHARGES: (C) + (D) + (E) =

(F) 32, 828

Repeat Estimated 2016 W-2 Payroll For Covered Plan Members:

Employee Contribution Rate

(A) 237,062

Expressed as a Decimal: (G) 0

RESULT: (A) \* (G) =

Amortization of the Actuarial Surplus (PMRS Determined)

TOTAL CREDITS: (H) + (I) =

##### MINIMUM MUNICIPAL OBLIGATION

(Based on 01/01/2015 Actuarial Valuation)

Equals TOTAL CHARGES Minus

TOTAL CREDITS (F) - (J) = (Please round numbers to dollars)

(H) o\_

1. 0

(J) ====o=

(MMO) ===3=2=,8=2=8=

Prepared By:\_C\_indy \_L\_.\_F\_l\_am\_.m \_ (Name) (Signature)

\_Treasurer (Title) ( *a14:Y61* -\_38\_3\_7

(Telephone #)

Please complete the above worksheet with your best estimates and return a copy to the Pennsylvania Municipal Retirement System by October 14. The official copy must be shared with the plan's governing board by the last business day in September.

AUG 22 2016

FINANCIAL REQUIREMENT AND MINIMUM MUNICIPAL

OBLIGATION BUDGET FOR 2017

*NAME OF MUNICIPALITY:*

*COUNTY:*

BERLIN BOROUGH SOMERSET

POLICE PENSION PLAN

* 1. TOTAL ANNUAL PAYROLL $71,362

Estimated Payroll

* 1. NORMAL COST AS A PERCENTAGE OF PAYROLL 17.88%

( Derived from latest actuarial valuation ) 1/1/15

1. TOTAL NORMAL COST $12,760

( Item 1x Item 2)

1. AMORTIZATI ON REQUIREMENT $0

( Derived from latest actuarial valuation )

1. TOTAL ADMINISTRATIVE EXPENSES $5,036

( Derived from latest actuarial valuation )

1. FINANCIAL REQUIREMENT $17,796

( + Item 3 + Item 4 + Item 5)

1. TOTAL MEMBERS CONTRIBUTIONS $0

a FUNDING ADJUSTMENT $4, 160

( Derived from latest actuarial valuation )

9 MINIMUM MUNICIPAL OBLIGATION $13,636

( + Item 6 - Item 7 - Item 8 )

*1 1 2...0l lp*

DateCrtffiedtOGOming Body