



BERLIN MAYOR AND COUNCIL

Meeting Agenda

**Berlin Town Hall
10 William Street
Monday, March 22, 2021**

EFFECTIVE 3/22/21:

Town of Berlin will resume permitting limited attendance at public meetings.

The Town of Berlin will implement these guidelines as follows:

1. Face coverings and social distancing will be required.
2. In addition to Town officials and staff, up to 16 seats will be available to presenters and members of the public, with two additional seats reserved for the press.
3. Doors will be opened 15 minutes before the designated start time of the meeting and seating will be first-come, first-served.
4. At the start of the meeting, or when capacity has been reached, the doors will be locked to entry from the outside.

LIVE STREAMING to Facebook will continue with the same conditions as have been in place during the pandemic:

- Meeting packets will be posted by 5:00 p.m. on the Wednesday before the meeting.
- Written questions will be accepted to provide the Mayor and Council the opportunity to review and discuss BY 12:00 PM/NOON on the day of the meeting. Submit to:
 - Email: info@berlinmd.gov, please use M&C Comments as your subject
 - Fax to: 410-641-2316
 - Mail to: Berlin Town Hall, Attn: M&C Comments, 10 Williams St., Berlin, MD 21811. Mail should be posted no later close of business on the Friday before the meeting to help ensure delivery.
 - Drop off in one of the two drop boxes at Town Hall – one is at the rear of the building behind the stair tower, and the other is at the corner of Bay and Williams Street on the building.

To access the Meeting via live stream on Facebook, please click on the blue Facebook icon at the top of any page on the Town website, www.berlinmd.gov, or type @berlinmd in the Facebook search bar.

No response will be given to questions and comments submitted via Facebook during a regular meeting.

PUBLIC HEARINGS: If a public hearing is scheduled, questions will also be taken via Facebook during the Public Hearing portion of that meeting. A staff member will monitor the questions for duplicates, language and appropriateness to the Public Hearing topic. Depending on the volume of questions, we may not be able address everyone.

Responses will be given out loud via the live stream; they WILL NOT be responded to via the comments on Facebook.



BERLIN MAYOR AND COUNCIL

Meeting Agenda

**10 William Street
Berlin, MD 21811
Monday, March 22, 2021**

7:00 PM **REGULAR SESSION** – Council Chambers – [Livestream: Facebook](#) – No questions or comments accepted.

1. Approval of the Minutes for:
 - a. Regular Session 03.08.2021
 - b. Listening Session 03.15.2021
2. Proclamation: Proclaiming April 1st as Child Abuse Prevention Day – Wendy Myers, Cricket Center
3. Resolution 2021-02: Resolution approving The Town's Reserve Policy – Finance Director Natalie Saleh
4. Public Hearing on the Tax Rate Ordinance – Finance Director Natalie Saleh
5. Town Administrator's Report
6. Departmental Reports
7. Comments from the Mayor
8. Comments from the Council
9. Comments from the Public (Questions or comments will be taken live via Zoom or by submitting your question in writing before Noon on Monday, March 22, 2021.)
10. Comments from the Press (Questions or comments will be taken live via Zoom or by submitting your question in writing before Noon on Monday, March 22, 2021.)
11. Adjournment

Anyone having questions about the meetings mentioned above or needing special accommodations should contact Town Administrator Jeffrey Fleetwood at (410) 641-4002. Written materials in alternate formats for persons with disabilities are made available upon request.

*TTY users dial 7-1-1 in the State of Maryland.
TTY users outside Maryland dial 1-800-735-2258*



BERLIN MAYOR AND COUNCIL
Meeting Minutes
Monday, March 8, 2021

7:00 PM REGULAR SESSION – Via Zoom

Present: Mayor Zackery Tyndall, Vice-President Dean Burrell, Councilmembers Troy Purnell, Jack Orris, Shaneka Nichols, and Jay Knerr.

Staff Present: Town Administrator Jeff Fleetwood, Deputy Town Administrator Mary Bohlen, Finance Director Natalie Saleh, Police Chief Arnold Downing, Economic and Community Development Director Ivy Wells, Water Resources Director Jamey Latchum, Public Works Superintendent James Charles, Town Attorney David Gaskill, and Administrative Manager Kelsey Jensen.

Due to the Coronavirus/Covid-19 State of Emergency, this meeting was held via Zoom and broadcast live via Facebook. Following a moment of silence and the Pledge of Allegiance, Mayor Tyndall called the meeting to order at approximately 7:00 PM.

1. Approval of the Minutes for:

a. Regular Session of 02.22.2021:

On the motion of Councilmember Orris, second by Vice-President Burrell the Regular Session Minutes of February 22, 2021 were approved by the following vote:

Name	Counted toward Quorum				
	Aye	No	Abstain	Recused	Absent
Dean Burrell, VP	X				
Troy Purnell	X				
Jack Orris	X				
Shaneka Nichols	X				
Jay Knerr	X				
<i>Voting Tally</i>	5				

2. Discussion Items:

a. Discussion about resuming live Mayor and Council Meetings

Mayor Tyndall suggested two options: 1) going back to limited capacity and using Facebook for comments for public hearings beginning April 1, or 2) continuing Zoom until after the budget hearings. Discussion ensued and it was a majority decision to resume in person meetings, streaming live on Facebook, and with limited attendance beginning March 22, 2021. Town Administrator Jeffrey Fleetwood asked if it is an issue that the Tax Rate Ordinance ad reads via Zoom; Town Attorney David Gaskill replied no but said it will need to be changed before it runs again this week.

b. Discussion about resuming Boards and Commission Meetings

Mayor Tyndall suggested Boards and Commissions go back to in person as soon as possible; with no objections, the Boards and Commissions will return to in person meetings on Wednesday, March 10, 2021.

3. Motion 2021-06: Motion approving the Worcester County Recreation Tennis Programs

Myro Small with the Worcester County Parks and Recreation Department said they would like to hold a stroke clinic on the 11th and 18th of May for \$3 a person. Councilmember Nichols asked how

many people usually attend and he replied 15. Deputy Town Administrator Mary Bohlen said the Parks Commission has no issues with the clinic.

On the motion of Councilmember Knerr, second Councilmember Nichols, Motion 2021-06 was approved by the following vote:

Name	Counted toward Quorum				
	Aye	No	Abstain	Recused	Absent
Dean Burrell, VP	X				
Troy Purnell	X				
Jack Orris	X				
Shaneka Nichols	X				
Jay Knerr	X				
<i>Voting Tally</i>	5				

4. Atlantic General Hospital Presentation

President Michael Franklin was present with Nettie Widgeon and Greg Shockley to do a presentation on the past year at the hospital. The Mayor and Councilmembers thanked the hospital staff and recognized that this was an extremely difficult year for the hospital because of the COVID-19 pandemic. Councilmember Knerr asked how they put the \$15M back into the community and Mr. Franklin said through uncompensated care.

5. Introduction and First Reading of the Tax Rate Ordinance

Mayor Tyndall said before getting into this topic he wanted to inform everyone that based on current budget numbers the revenue is \$6.4M and expenditures are \$6.5M but he feels that the deficit can be made up through budget cuts without cuts to services. Town Administrator Jeffrey Fleetwood read the proposed Tax Rate Ordinance. Councilmember Purnell asked how the Council can knowingly set the tax rate to \$.80 knowing there is a deficit; Mayor Tyndall said that he thinks in working with departments changes can be made to the budget. Councilmember Purnell said he wants to see the budget numbers. Councilmember Knerr agreed that a proposed budget with a deficit and no change in tax rates should not be what is presented, he has not seen the budget so wants to know what Mayor Tyndall proposes be cut; he said Finance Director Natalie Saleh will get the draft numbers out to everyone, but they are still in the works. Ms. Saleh said it is her professional opinion to do incremental tax rates and not decrease the budget. Vice-President Burrell said if we already asked departments to submit barebones budgets then how can they possibly cut anything further; he stated that department heads need to be involved in all discussions regarding their budgets before anything is cut. Councilmember Nichols asked Ms. Saleh to elaborate on an incremental increase; Ms. Saleh said a penny or two a year will be much better than hitting residents with a higher increase later down the road when it is needed. Mayor Tyndall asked if the decision needs to be made by the 22nd; Town Attorney David Gaskill said he is unsure, but Ms. Saleh said it does and the ads are already posted. Councilmember Orris asked if they change the tax rate will it need to be re-announced; Mr. Gaskill said the Council has the right to make any amendments to the rate on the 22nd at the public hearing. Mayor Tyndall said he is sticking with his recommendation of not increasing the budget, but instead making up the difference in expenditures.

6. Town's Reserve Policy

Town Administrator Jeffrey Fleetwood and Finance Director Natalie Saleh presented the draft reserve policy. Councilmember Orris said he knows a lot of work went into this and thanked them for their time, he also said he would like to see the quarterly reporting for this; Ms. Saleh said they can do that. Councilmember Knerr asked why this was never approved by past Councils; Mr. Fleetwood said it was originally very wordy and was not received very well. Vice-President Burrell said it is a very straight forward policy, but he wants to see a dollar figure associated with the

policy and work towards the \$2.4M figure; Mayor Tyndall said it is important to work towards this incrementally starting with the stabilization fund. Vice-President Burrell wants a final version to be brought back before the Council for a vote, not a draft. Mayor Tyndall asked if it required a public hearing; Town Attorney David Gaskill said it did not.

7. Town Administrator's Report – Jeffrey Fleetwood

Mr. Fleetwood reported that there will be a retirement ceremony for Public Works Superintendent Dave Wheaton at the Public Works yard on March 29th at noon and he hopes all staff members will stop by. He also reported that the solar project they applied for was awarded and the start date is to be determined.

8. Departmental Reports:

a. Finance Director – Natalie Saleh

Ms. Saleh said she will send out the budget reports to the council as soon as possible.

b. Police Chief – Arnold Downing

Chief Downing said he met with Ms. Saleh to go over the budget in detail and he wanted to thank her and Administrative Manager Kelsey Jensen for all their time in assisting with the budget preparation. He also said they have been busy with the schools opening back up.

c. Public Works Superintendent – Jimmy Charles

Mr. Charles thanked everyone for welcoming him to the organization and said they gave the Welcome Center a much-needed refresh with paint and updated signage.

d. Economic and Community Development Director – Ivy Wells

Ms. Wells said she is working with the downtown businesses on grants and needs them all returned to her by March 19th.

9. Comments from the Mayor:

Mayor Tyndall said he went to the County Commissioners meeting for FY'22 grant requests and for funding for the rails to trails program.

10. Comments from the Council:

Vice-President Burrell said he had some concerns regarding potholes, but Mr. Fleetwood is looking into them for him.

Councilmember Nichols welcomed Mr. Jimmy Charles. She also thanked Mayor Tyndall for presenting grant requests to the County. Lastly, she participated in Restore the Shore and said it was a very rewarding day to clean up the neighborhood we live in.

11. Comments from the Public:

Decatur Farms resident Gina Velong wanted to confirm that you can still speak at March 15ths listening session without doing a presentation; the answer was yes.

12. Comments from the Press – none.

13. Adjournment:

On the motion of Vice-President Burrell, second by Councilmember Purnell, the Mayor and Council meeting was adjourned at approximately 9:20PM.

Name	Counted toward Quorum				
	Aye	No	Abstain	Recused	Absent

Dean Burrell, VP	X				
Troy Purnell	X				
Jack Orris	X				
Shaneka Nichols	X				
Jay Knerr	X				
<i>Voting Tally</i>	5				

Respectfully Submitted,



Kelsey Jensen
Administrative Manager



BERLIN MAYOR AND COUNCIL
Meeting Minutes
Monday, March 15, 2021

6:30 PM LISTENING SESSION – Via Zoom

Present: Mayor Zackery Tyndall, Vice-President Dean Burrell, Councilmembers, Jay Knerr, Jack Orris, and Shaneka Nichols.

Staff Present: Town Administrator Jeff Fleetwood, Deputy Town Administrator Mary Bohlen, Finance Director Natalie Saleh, Planning and Zoning Director David Engelhart, Town Attorney David Gaskill, and Administrative Manager Kelsey Jensen.

The Listening Session was conducted via Zoom.

The participants were:

- Tony Weeg PowerPoint presentation: focus on potential amenities
- Ann Hillyer and Bradd Hoffman PowerPoint presentation: focus on potential events
- Marie Velong PowerPoint presentation: focus on hazards and appearance
- Louise Ash: questions based on Hillyer and Hoffman presentation
- Ron Cascio: focus on control of sale
- Kate Patton: focus on environment
- Ed Hammond: focus on sale
- Tyler Betz: general questions and comments
- Gina Velong: focus on sale
- Johnny Widgeon: focus on keeping property
- Mark Stevanus: sales pitch
- Amy Field: focus on environmental and no sale of 410
- Alexander Mitchell: focus on potential amenities

Mayor Tyndall thanked everyone for their participation and interest and asked the Council for their comments.

Vice-President Dean Burrell said he appreciates the participation; it has given him a lot to consider.

Councilmember Nichols said she appreciates the participation and thinks it is important to get the public's input. She also mentioned that Mike Wiley, Chair of the Parks Commission, wanted to let her know that he has received several comments to not sell any portion, or to only sell 410.

Councilmember Orris said he appreciates the comments from the public and then read off several comments that were submitted to him prior to the meeting.

Councilmember Knerr thanked everyone for their time and participation and said he has received many comments stating that they wanted to keep 410 and sell 57. He said he also agrees with Ron Cascio in controlling the sale and continue exploring the options that were presented this evening.

Councilmember Purnell said he appreciates the input and has also heard from many to sell 57 and keep 410.

Vice-President Burrell added that he has heard from an overwhelming majority to sell 57 and keep 410. He also added that he remembers what Ron Cascio said about how bad the smell was and how much it impacted the quality of life in Berlin.

Mayor Tyndall thanked everyone for their participation and said it was nice to see such civility with so many different perspectives.

On the motion of Vice-President Burrell, second by Councilmember Purnell, the Mayor and Council meeting was adjourned at approximately 8:40PM.

Name	Counted toward Quorum				
	Aye	No	Abstain	Recused	Absent
Dean Burrell, VP	X				
Troy Purnell	X				
Jack Orris	X				
Shaneka Nichols	X				
Jay Knerr	X				
<i>Voting Tally</i>	5				

Respectfully Submitted,



Kelsey Jensen
Administrative Manager



Mayor & Council of Berlin, Maryland

APRIL 1, 2021

PROCLAMATION 2021 - 29

THE CRICKET CENTER - APRIL 2021

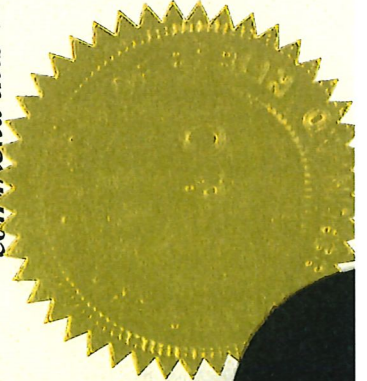
Whereas, Berlin's future quality of life depends on the safe and healthy development of children residing in communities across our county, from the rural towns to the eastern shore coastline, and;

Whereas, Berlin seeks to raise awareness of child abuse prevention and support for children who have suffered abuse, and;

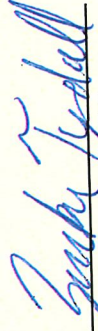
Whereas, The CRICKET Center reports that more than 150 of the youngest and most vulnerable citizens seek support each year for abuse through our child advocacy center, and;

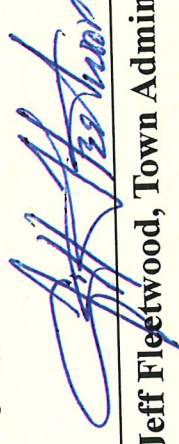
Whereas, Berlin calls on all citizens, community agencies, medical and mental health providers, elected officials, schools, and businesses to increase their collaboration with the CRICKET Center in support of child victims of maltreatment, and to prevent child abuse and strengthen the community in which we live;

NOW THEREFORE, the Town of Berlin on behalf of the citizens of Berlin do hereby pay tribute to The CRICKET Center for their dedicated service and declare April 1, 2021 as Child Abuse Prevention Day in Berlin, and does commend this observance to all of our citizens.



Witness my hand and seal, this 1st day of April 2021


Zack Tyndall, Mayor


Jeff Fleetwood, Town Administrator



RESOLUTION 2021 – 02

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF BERLIN, ESTABLISHING A GENERAL FUND RESERVE POLICY.

WHEREAS, the Mayor and Council have the authority to set financial policies for the Town, and

WHEREAS, the Mayor and Council have determined a policy regarding the establishment and maintenance of General Fund Reserves is consistent with best practices in municipal finance, and

WHEREAS, the Mayor and Council must establish reserves in a manner consistent with the Government Accounting Standards Board (GASB), and

WHEREAS, the Mayor and Council can immediately establish reserves required by grantors, bondholders, and higher levels of government and continue the Employee Healthcare Reserve, and

WHEREAS, the Mayor and Council recognize the benefit of establishing additional reserve categories and target balances as goals to work toward, and

WHEREAS, the Mayor and Council have established a plan to achieve those target balances.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Town of Berlin, Maryland that the following General Fund Reserve Policy is established:

Purpose

The Town will establish and work to maintain reserve balances to:

1. Guard its citizens against service disruptions in the event of economic uncertainties, local disasters, and other financial hardships;
2. Provide for fluctuations in revenues and expenditures while ensuring adequate cash flow;
3. Enable the Town to mitigate risks and provide contingency plan(s) to maintain community resilience;
4. Demonstrate continued creditworthiness to bond rating agencies and comply with relevant debt covenants.

General Fund Reserves

In compliance with GASB Statement No. 54, the General Fund shall contain reserves, classified as Restricted Fund Balance, Committed Fund Balance, Assigned Fund Balance, or Unassigned Fund Balance.

Category and Purpose of Each Fund Balance

<i>Category</i>	<i>Purpose</i>
Restricted	Funds in this category are restricted and must be spent for a specific purpose. Funds are bound by stipulations set out by external resource providers (such as bond holders and grantors) and higher level of government, or through enabling legislation (i.e. Ordinance).
Committed	Funds in this category can only be used for specific purposes determined by formal action (i.e. Resolution) by the Council.
Assigned	Funds in this category can only be used for specific purposes but do not meet the criteria to be classified as restricted or committed because they are not bound by external resource providers, legislation, or formal action by the Council.
Unassigned	Funds in this category include all spendable amounts not contained in other fund balance classifications (restricted, committed, assigned) within the General Fund.

Reserve Calculation Factors.

The Town shall consider a variety of factors when calculating prudent reserve amount targets, including the following:

1. Funds needed to meet current and future cash flow requirements.
2. Funds to provide contingencies for revenue volatility.
3. Funds to provide contingencies for expenditure volatility (including emergency expenditures due to unpredictable events).
4. Funds for capital asset replacement and continuity of improvements.
5. Funds to carry out debt service obligations.

Reserves Established and Target Balances.

The Town shall strive to reach and maintain fund balances according to the requirements set forth in this section.

1. Restricted Fund Balance shall be maintained as required by Grantors, bondholders, and higher levels of government, or by the Council legislation. Current Restricted Funds include:
 - a. Worcester County Local Impact Grant (Slots Revenues).
 - b. Town of Berlin Impact Fees.
2. Committed Fund Balance shall be maintained as follows:
 - a. Disaster Recovery: The recommended fund balance for this category is \$250,000 to help mitigate impacts of natural or human made disasters.
 - b. Debt Service: The recommended fund balance for this category is equal to one year of the General Fund debt service (principal and interest) for any outstanding debt instrument.
3. Assigned Fund Balance shall be maintained as follows:
 - a. Health Insurance: The recommended fund balance for this category is 40% of the average

of the last three years health care premiums. This fund is designed to help mitigate the impacts of health insurance premium increases associated with providing employee healthcare.

- b. Stabilization: The recommended fund balance for this category is 20% of the current fiscal year's General Fund operating budget to help mitigate impacts of revenue shortfalls and losses during economic downturns, and to protect against a reduction of service.
 - c. Capital Reserve: The recommended fund balance for this category is \$100,000 to help to maintain capital replacements, to fund major infrastructure projects and equipment needs of all General Fund departments.
4. Unassigned Fund Balance Represents the residual fund balance of the General Fund and includes amounts that have not been assigned to other funds and that have not been restricted, committed, or assigned to a specific purpose within the General Fund. This classification is also used to account for deficit fund balances in other funds.

Use, Transfer and Replenishment of Fund Balance

1. All transfers, replenishments, or expenditures from Restricted, Committed, Assigned, or Unassigned funds require the expressed approval of the Mayor and Council during an open and public meeting.
2. On occurrence of a condition for which the Disaster Response and Recovery Reserve was created, the Town Administrator may transfer funds, up to the balance of such reserve, to the appropriate department or departments in the operating budget to abate the condition for which the reserve was created. Any such transfer shall be reported to the Mayor and Council in an open and public meeting within thirty days.

Report on Fund Balance Levels

1. The Finance Director shall report and advise on the fund balance levels to the Mayor and Council as follows:
 - a. During the annual budget adoption process and audit presentation, the Finance Director shall forecast the ending fund balances and reserve levels; and
 - b. Make recommendations regarding the fund balances relative to their recommended levels set forth in this policy.
2. If at any time, the Unassigned Fund Balance reaches a zero balance or is projected to reach a zero balance during the fiscal year, the Town Administrator shall provide a report to the Mayor and Council, along with a plan to increase the Unassigned Fund Balance to a positive balance and maintain sustainable level.

Approved this _____ day of _____, _____ by the Mayor and the Town of Berlin, Maryland, by affirmative vote of _____ to _____ opposed, with _____ abstaining and _____ absent.

Dean Burrell, Vice President

Approved this _____ day of _____, _____ by the Mayor and Town of Berlin.

ATTEST:

Zack Tyndall, Mayor

Jeffrey Fleetwood, Town Administrator



ORDINANCE 2021-01

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF BERLIN,
MARYLAND, A MARYLAND MUNICIPAL CORPORATION, SETTING THE REAL
PROPERTY TAX RATE FOR FISCAL YEAR 2022

WHEREAS the Town Charter § C3-10 requires that the Mayor and Council pass an Ordinance setting the real property tax rate necessary to sustain the Town's budget; and

WHEREAS the Mayor and Council have determined what the real property tax rate shall be.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of the Town of Berlin, Maryland that the tax rate for fiscal year 2021-2022 shall be \$.80 per \$100.00 of assessed value of real property located within the Town limits of Berlin, Maryland.

THIS ORDINANCE was introduced and read at a meeting of the Town Council held on the _____ day of _____, 20_____, and thereafter a statement of the substance of the Ordinance was published as required by law.

A PUBLIC HEARING was held and this Ordinance was adopted this _____ day of _____, 20_____, by the Mayor and Council of the Town of Berlin, Maryland, by affirmative vote of _____ in favor to _____ opposed, with _____ abstaining, and _____ absent.

Dean Burrell Sr., Vice President

This Ordinance was approved this _____ day of _____, 20_____ by the Mayor of the Town of Berlin and is effective at the start of the 2022 Fiscal Year on July 1, 2021.

Zackery Tyndall, Mayor

ATTEST:

Jeffrey Fleetwood, Town Administrator

Check Run Report for:

03/05/2021

03/12/2021

03/16/2021



Town of Berlin, MD

Check Register

Packet: APPKT01937 - 20210305SW

J 3/5/21

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: BOC AP-BOC AP Checks 0001040	HOME DEPOT CREDIT CARD SERVICE	03/05/2021	Regular	0.00	426.42	19641

Bank Code BOC AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	3	1	0.00	426.42
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	3	1	0.00	426.42



Town of Berlin, MD

Payment Register

APPKT01937 - 20210305SW

01 - Vendor Set 01

3/5/21
J

Bank: BOC AP - BOC AP Checks

Vendor Number Vendor Name
0001040 HOME DEPOT CREDIT CARD SERVICES

Total Vendor Amount
426.42

Payment Type Payment Number

Payment Date Payment Amount
03/05/2021 426.42

Check

Payable Number	Description
11-30-2021	MONTHLY SUPPLIES
1-14- 2-8 FY 21	TOOLS,PARTS AND OTHER SUPPLIES
JAN 14-FEB8	MONTHLY SUPPLIES

Payable Date	Due Date	Discount Amount	Payable Amount
03/05/2021	03/05/2021	0.00	201.49
03/05/2021	03/05/2021	0.00	96.37
03/05/2021	03/05/2021	0.00	128.56

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Check	3	1	0.00	426.42
Packet Totals:		3	1	0.00	426.42



Town of Berlin, MD

3/5/21

Refund Check Register Refund Check Detail

UBPKT06925 - Refunds 1 UBPKT06924 Single Billing

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
66-0452621-07	BALDWIN, VANESSA	3/5/2021	19614	227.48			227.48	Generated From Billing
Total Refunds: 1				Total Refunded Amount:	227.48			

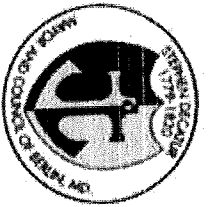
Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS / REFUNDS	227.48
Revenue Total:	227.48

General Ledger Distribution

Posting Date: 03/04/2021

Account Number	Account Name	Posting Amount	IFT
Fund: 10 - ELECTRIC			
10-1110-1098	CLAIM ON CASH-FUND 10	-227.48	Yes
10-2010-2074	UNAPPLIED CREDITS	227.48	
10 Total:		0.00	
Fund: 98 - POOLED CASH			
98-1098-1000	CENTRAL DEPOSITORY CASH	-227.48	
98-2498-2200	DUE TO OTHER FUNDS	227.48	Yes
98 Total:		0.00	
Distribution Total:		0.00	



Refund Check Register

Refund Check Detail

UBPKT06923 - Refunds 1 UBPKT06922 Single Billing

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
22-1100041-31	SHREEVE, EMILY	3/5/2021	19613	66.51			66.51	Generated From Billing
Total Refunds: 1				Total Refunded Amount:			66.51	

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS / REFUNDS	66.51
Revenue Total:	66.51

General Ledger Distribution

Posting Date: 03/04/2021

Account Number	Account Name	Posting Amount	IFT
Fund: 10 - ELECTRIC			
10-1110-1098	CLAIM ON CASH-FUND 10	-66.51	Yes
10-2010-2074	UNAPPLIED CREDITS	66.51	
10 Total:		0.00	
Fund: 98 - POOLED CASH			
98-1098-1000	CENTRAL DEPOSITORY CASH	-66.51	
98-2498-2200	DUE TO OTHER FUNDS	66.51	Yes
98 Total:		0.00	
Distribution Total:		0.00	



Town of Berlin, MD

3/5/21

Check Register

Packet: APPKT01934 - 20210305SW

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: BOC AP-BOC AP Checks						
0002406	AE MOORE JANITORIAL INC	03/05/2021	Regular	0.00	329.47	19615
0000088	AFFORDABLE BUSINESS SYSTEMS	03/05/2021	Regular	0.00	70.10	19616
0000158	AN ANGEL'S TOUCH CLEANING SERV	03/05/2021	Regular	0.00	1,000.00	19617
0000455	CARD'S TECHNOLOGY	03/05/2021	Regular	0.00	767.43	19618
0002755	CHESAPEAKE TELEPHONE SYSTEMS	03/05/2021	Regular	0.00	754.00	19619
0000572	COMCAST	03/05/2021	Regular	0.00	134.65	19620
0000572	COMCAST	03/05/2021	Regular	0.00	154.60	19621
0000572	COMCAST	03/05/2021	Regular	0.00	182.79	19622
0000572	COMCAST	03/05/2021	Regular	0.00	134.65	19623
0000794	EASTERN SHORE COFFEE	03/05/2021	Regular	0.00	8.75	19624
0003167	FLUHART DAVID	03/05/2021	Regular	0.00	223.00	19625
0001218	KEEN COMPRESS GAS	03/05/2021	Regular	0.00	384.00	19626
0001278	LAWRENCE TIM	03/05/2021	Regular	0.00	80.00	19627
0002800	LLOYD KEVIN	03/05/2021	Regular	0.00	56.50	19628
0001565	NATIONWIDE RETIREMENT SOLUTIC	03/05/2021	Regular	0.00	3,839.96	19629
0001757	RACETRACK AUTO CENTER	03/05/2021	Regular	0.00	660.13	19630
0003171	RICKY JARMON	03/05/2021	Regular	0.00	800.04	19631
0001555	SALEH NATALIE	03/05/2021	Regular	0.00	2,058.19	19632
0003218	SERVICE TODAY INC	03/05/2021	Regular	0.00	451.35	19633
0003149	TRANSAMERCIA	03/05/2021	Regular	0.00	335.10	19634
0002928	UNIFIRST CORPORATION	03/05/2021	Regular	0.00	108.43	19635
0002205	UNITED WAY OF THE EASTERN SHO	03/05/2021	Regular	0.00	30.00	19636
0002231	VA MD & DE ASSOC OF ELECTRIC CC	03/05/2021	Regular	0.00	1,000.00	19637
0002248	VERIZON BUSINESS	03/05/2021	Regular	0.00	103.99	19638
0002304	WEST OCEAN CITY ILLNESS & INJUR	03/05/2021	Regular	0.00	131.00	19639
0002348	WOR WIC COMMUNITY COLLEGE	03/05/2021	Regular	0.00	4,016.00	19640

Bank Code BOC AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	26	26	0.00	17,814.13
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	26	26	0.00	17,814.13



Town of Berlin, MD

Payment Register

APPKT01934 - 20210305SW

01 - Vendor Set 01

3/5/21

Bank: BOC AP - BOC AP Checks

Vendor Number	Vendor Name	Total Vendor Amount			
0002406	AE MOORE JANITORIAL INC	329.47			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		03/05/2021	329.47		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
393385, 393394	PAPER PRODUCTS FOR RESTROOMS	03/04/2021	03/04/2021	0.00	329.47

Vendor Number	Vendor Name	Total Vendor Amount			
0000088	AFFORDABLE BUSINESS SYSTEMS	70.10			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		03/05/2021	70.10		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
IN160293	COPIER LEASE	03/02/2021	03/02/2021	0.00	70.10

Vendor Number	Vendor Name	Total Vendor Amount			
0000158	AN ANGEL'S TOUCH CLEANING SERVICES	1,000.00			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		03/05/2021	1,000.00		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
1904	CLEANING SERVICES	03/03/2021	03/03/2021	0.00	1,000.00

Vendor Number	Vendor Name	Total Vendor Amount			
0000455	CARD'S TECHNOLOGY	767.43			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		03/05/2021	767.43		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
46399	LICENSING	03/02/2021	03/02/2021	0.00	767.43

Vendor Number	Vendor Name	Total Vendor Amount			
0002755	CHESAPEAKE TELEPHONE SYSTEMS INC	754.00			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		03/05/2021	754.00		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
INV193374, INV193438	TELEPHONE SOFTWARE RENEWAL	03/02/2021	03/02/2021	0.00	754.00

Vendor Number	Vendor Name	Total Vendor Amount			
0000572	COMCAST	606.69			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		03/05/2021	134.65		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
41 016 0023325 MAR FY 21	COMCAST INTERNET AND DIGITAL SVC	03/02/2021	03/02/2021	0.00	134.65
Check		03/05/2021	182.79		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
41 016 0024711 MAR FY 21	COMCAST INTERNET AND DIGITAL SVC	03/02/2021	03/02/2021	0.00	182.79
Check		03/05/2021	134.65		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
41 016 0043547 MAR FY 21	COMCAST INTERNET AND DIGITAL SVC	03/02/2021	03/02/2021	0.00	134.65
Check		03/05/2021	154.60		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
41 016 0149930 MAR FY 21	COMCAST INTERNET AND DIGITAL SVC	03/02/2021	03/02/2021	0.00	154.60

Payment Register
APPKT01934 - 20210305SW

Vendor Number	Vendor Name					Total Vendor Amount
0000794	EASTERN SHORE COFFEE					8.75
Payment Type	Payment Number		Payment Date	Payment Amount		
Check			03/05/2021	8.75		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
223278	BOTTLED WATER AND COOLER RENTAL FEES	03/02/2021	03/02/2021	0.00	8.75	
						Total Vendor Amount
						223.00
Vendor Number	Vendor Name					
0003167	FLUHART DAVID					
Payment Type	Payment Number		Payment Date	Payment Amount		
Check			03/05/2021	223.00		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
02/26/2021 PER DIEM	MEALS - LINEMAN TRAINING LTAP #3 PALMYRA, VA	03/03/2021	03/03/2021	0.00	223.00	
						Total Vendor Amount
						384.00
Vendor Number	Vendor Name					
0001218	KEEN COMPRESS GAS					
Payment Type	Payment Number		Payment Date	Payment Amount		
Check			03/05/2021	384.00		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
72045219	COMPRESSED GAS & OXYGEN CYLINDER	03/05/2021	03/05/2021	0.00	384.00	
						Total Vendor Amount
						80.00
Vendor Number	Vendor Name					
0001278	LAWRENCE TIM					
Payment Type	Payment Number		Payment Date	Payment Amount		
Check			03/05/2021	80.00		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
03/04/2021	REIMB FOR DOT PHYSICAL MED EXAM CERTIFICATE	03/05/2021	03/05/2021	0.00	80.00	
						Total Vendor Amount
						56.50
Vendor Number	Vendor Name					
0002800	LLOYD KEVIN					
Payment Type	Payment Number		Payment Date	Payment Amount		
Check			03/05/2021	56.50		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
02/28/2021	PURCHASED GAS	03/04/2021	03/04/2021	0.00	56.50	
						Total Vendor Amount
						3,839.96
Vendor Number	Vendor Name					
0001565	NATIONWIDE RETIREMENT SOLUTIONS					
Payment Type	Payment Number		Payment Date	Payment Amount		
Check			03/05/2021	3,839.96		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
PPE 02/28/2021	NATIONWIDE 457 EMPLOYEE CONTRIBUTION	03/02/2021	03/02/2021	0.00	3,839.96	
						Total Vendor Amount
						660.13
Vendor Number	Vendor Name					
0001757	RACETRACK AUTO CENTER					
Payment Type	Payment Number		Payment Date	Payment Amount		
Check			03/05/2021	660.13		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
131943, 884, 974	VEHICLE MAINTENANCE	03/02/2021	03/02/2021	0.00	660.13	
						Total Vendor Amount
						800.04
Vendor Number	Vendor Name					
0003171	RICKY JARMON					
Payment Type	Payment Number		Payment Date	Payment Amount		
Check			03/05/2021	800.04		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
FEBRUARY FY 21	CLEANING SERVICE	03/04/2021	03/04/2021	0.00	800.04	

Payment Register
APPKT01934 - 20210305SW

Vendor Number	Vendor Name					Total Vendor Amount
<u>0001555</u>	SALEH NATALIE					2,058.19
Payment Type	Payment Number		Payment Date	Payment Amount		
Check			03/05/2021	2,058.19		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>02/28/2021</u>	PPE 02/28/2021 WAGES	03/05/2021	03/05/2021	0.00	2,058.19	
Vendor Number	Vendor Name					Total Vendor Amount
<u>0003218</u>	SERVICE TODAY INC					451.35
Payment Type	Payment Number		Payment Date	Payment Amount		
Check			03/05/2021	451.35		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>21-2637, 21-7087</u>	AIR CONDITIONING & HEATING SERVICE	03/02/2021	03/02/2021	0.00	451.35	
Vendor Number	Vendor Name					Total Vendor Amount
<u>0003149</u>	TRANSAMERCIA					335.10
Payment Type	Payment Number		Payment Date	Payment Amount		
Check			03/05/2021	335.10		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>2504113942</u>	TRANSAMERICA EMPLOYEE BENEFIT - FEBRUARY	03/02/2021	03/02/2021	0.00	335.10	
Vendor Number	Vendor Name					Total Vendor Amount
<u>0002928</u>	UNIFIRST CORPORATION					108.43
Payment Type	Payment Number		Payment Date	Payment Amount		
Check			03/05/2021	108.43		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>092 1826273</u>	UNIFORM CLEANING SERVICE - PUBLIC WORKS	03/02/2021	03/02/2021	0.00	108.43	
Vendor Number	Vendor Name					Total Vendor Amount
<u>0002205</u>	UNITED WAY OF THE EASTERN SHORE					30.00
Payment Type	Payment Number		Payment Date	Payment Amount		
Check			03/05/2021	30.00		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>PPE 2/28/2021</u>	UNITED WAY EMPLOYEE CONTRIBUTION	03/02/2021	03/02/2021	0.00	30.00	
Vendor Number	Vendor Name					Total Vendor Amount
<u>0002231</u>	VA MD & DE ASSOC OF ELECTRIC COOPERATIVES					1,000.00
Payment Type	Payment Number		Payment Date	Payment Amount		
Check			03/05/2021	1,000.00		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>24488</u>	LINEMAN SCHOOL - BOOKS, TESTING AND TRAINING	03/02/2021	03/02/2021	0.00	1,000.00	
Vendor Number	Vendor Name					Total Vendor Amount
<u>0002248</u>	VERIZON BUSINESS					103.99
Payment Type	Payment Number		Payment Date	Payment Amount		
Check			03/05/2021	103.99		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>09603988</u>	VERIZON BUSINESS TELEPHONE	03/02/2021	03/02/2021	0.00	103.99	
Vendor Number	Vendor Name					Total Vendor Amount
<u>0002304</u>	WEST OCEAN CITY ILLNESS & INJURY CENTER					131.00
Payment Type	Payment Number		Payment Date	Payment Amount		
Check			03/05/2021	131.00		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>15330187</u>	TESTING	03/02/2021	03/02/2021	0.00	131.00	

Payment Register

APPKT01934 - 20210305SW

Vendor Number **Vendor Name**
0002348 WOR WIC COMMUNITY COLLEGE

Total Vendor Amount
4,016.00

Payment Type **Payment Number**
Check

Payment Date **Payment Amount**
03/05/2021 4,016.00

Payable Number **Description**
12123 RECRUIT ACADEMY

Payable Date **Due Date** **Discount Amount** **Payable Amount**
03/02/2021 03/02/2021 0.00 4,016.00

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Check	26	26	0.00	17,814.13
Packet Totals:		26	26	0.00	17,814.13



Town of Berlin, MD

Check Register

Packet: APPKT01943 - 20210312SW

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3/12/21

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: BOC AP-BOC AP Checks						
0000529	CINTAS FIRST AID & SAFETY	03/12/2021	Regular	0.00	139.69	19677
0000794	EASTERN SHORE COFFEE	03/12/2021	Regular	0.00	37.95	19678
0000847	ENVIROCORP, INC.	03/12/2021	Regular	0.00	741.50	19679
0000850	ENVIRONMENTAL EQUIPMENT SERV	03/12/2021	Regular	0.00	2,321.19	19680
0000897	FERGUSON ENTERPRISES	03/12/2021	Regular	0.00	5,032.65	19681

Bank Code BOC AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	7	5	0.00	8,272.98
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	7	5	0.00	8,272.98

Fund Summary

Fund	Name	Period	Amount
98	POOLED CASH	3/2021	8,272.98
			<u>8,272.98</u>



Town of Berlin, MD

Payment Register

APPKT01943 - 20210312SW

01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number	Vendor Name					Total Vendor Amount
0000529	CINTAS FIRST AID & SAFETY					139.69
Payment Type	Payment Number	Payable Number	Description	Payable Date	Due Date	
Check		8408996495	FIRST AID CABINET	03/12/2021	03/12/2021	
Payment Date	Payment Amount	Discount Amount	Payable Amount			
03/12/2021	139.69	0.00	139.69			

Vendor Number	Vendor Name					Total Vendor Amount
0000794	EASTERN SHORE COFFEE					37.95
Payment Type	Payment Number	Payable Number	Description	Payable Date	Due Date	
Check		603628	DISTILLED WATER	03/12/2021	03/12/2021	
Payment Date	Payment Amount	Discount Amount	Payable Amount			
03/12/2021	37.95	0.00	37.95			

Vendor Number	Vendor Name					Total Vendor Amount
0000847	ENVIROCORP, INC.					741.50
Payment Type	Payment Number	Payable Number	Description	Payable Date	Due Date	
Check		2103052	WEEKLY DISCHARGE SAMPLES	03/12/2021	03/12/2021	
		2103053	MONITORING WELL SAMPLES	03/12/2021	03/12/2021	
Payment Date	Payment Amount	Discount Amount	Payable Amount			
03/12/2021	741.50	0.00	314.00			
		0.00	427.50			

Vendor Number	Vendor Name					Total Vendor Amount
0000850	ENVIRONMENTAL EQUIPMENT SERVICE					2,321.19
Payment Type	Payment Number	Payable Number	Description	Payable Date	Due Date	
Check		12936	SODA ASH PUMP PARTS	03/12/2021	03/12/2021	
Payment Date	Payment Amount	Discount Amount	Payable Amount			
03/12/2021	2,321.19	0.00	2,321.19			

Vendor Number	Vendor Name					Total Vendor Amount
0000897	FERGUSON ENTERPRISES					5,032.65
Payment Type	Payment Number	Payable Number	Description	Payable Date	Due Date	
Check		0537349	113 FLOWER METER PARTS	03/12/2021	03/12/2021	
		WY002130	COPPER LINE FLARE TOOL	03/12/2021	03/12/2021	
Payment Date	Payment Amount	Discount Amount	Payable Amount			
03/12/2021	5,032.65	0.00	1,105.40			
		0.00	3,927.25			

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Check	7	5	0.00	8,272.98
Packet Totals:		7	5	0.00	8,272.98



Town of Berlin, MD

UBPKT06927 - Refunds 1 UBPKT06926 Single Billing

Refund Check Register

Refund Check Detail

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
11-1540021-16	COLLICK, DANA	3/12/2021	19683	67.66			67.66	Deposit
Total Refunds: 1			Total Refunded Amount:	67.66				

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS / REFUNDS	67.66
Revenue Total:	67.66

General Ledger Distribution

Posting Date: 03/04/2021

Account Number	Account Name	Posting Amount	IFT
Fund: 10 - ELECTRIC			
10-1110-1098	CLAIM ON CASH-FUND 10	-67.66	Yes
10-2010-2074	UNAPPLIED CREDITS	67.66	
10 Total:		0.00	
Fund: 98 - POOLED CASH			
98-1098-1000	CENTRAL DEPOSITORY CASH	-67.66	
98-2498-2200	DUE TO OTHER FUNDS	67.66	Yes
98 Total:		0.00	
Distribution Total:		0.00	



Town of Berlin, MD

UBPKT06908 - Refunds 1 UBPKT06907 Single Billing

J 3/12/21

M7 3/12/21

Refund Check Register

Refund Check Detail

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
11-1970301-04	RAMON-CONTRERAS, RENE	3/12/2021	19682	105.99			105.99	Deposit
Total Refunds: 1			Total Refunded Amount:	105.99				

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS / REFUNDS	105.99
Revenue Total:	105.99

General Ledger Distribution

Posting Date: 02/25/2021

Account Number	Account Name	Posting Amount	IFT
Fund: 10 - ELECTRIC			
10-1110-1098	CLAIM ON CASH-FUND 10	-105.99	Yes
10-2010-2074	UNAPPLIED CREDITS	105.99	
10 Total:		0.00	
Fund: 98 - POOLED CASH			
98-1098-1000	CENTRAL DEPOSITORY CASH	-105.99	
98-2498-2200	DUE TO OTHER FUNDS	105.99	Yes
98 Total:		0.00	
Distribution Total:		0.00	



Town of Berlin, MD

Check Register

Packet: APPKT01941 - 20210312SW

3/12/21
MB 3/12/21

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: BOC AP-BOC AP Checks						
0000015	ABC PRINTERS INC	03/12/2021	Regular	0.00	45.00	19642
0000070	ADKINS COMPANY	03/12/2021	Regular	0.00	58.81	19643
0000073	ADP, INC	03/12/2021	Regular	0.00	920.38	19644
0000102	ALBAN ENGINE POWER SYSTEMS	03/12/2021	Regular	0.00	220.00	19645
0000166	ANIXTER POWER SOLUTIONS, LLC	03/12/2021	Regular	0.00	315.00	19646
0000192	APPLIED CONCEPTS, INC.	03/12/2021	Regular	0.00	254.00	19647
0000323	BERLIN AUTOMOTIVE	03/12/2021	Regular	0.00	257.32	19648
0000394	BOOTH & ASSOCIATES INC	03/12/2021	Regular	0.00	10,344.40	19649
0000480	CATO OIL CO., INC.	03/12/2021	Regular	0.00	5,508.58	19650
0002755	CHESAPEAKE TELEPHONE SYSTEMS	03/12/2021	Regular	0.00	300.00	19651
0000511	CHOPTANK ELECTRIC COOPERATIVE	03/12/2021	Regular	0.00	2,296.12	19652
0000534	CJIS-CR	03/12/2021	Regular	0.00	192.25	19653
0000572	COMCAST	03/12/2021	Regular	0.00	216.70	19654
0000899	FIRE PROTECTIVE SERVICE	03/12/2021	Regular	0.00	359.41	19655
0000907	FLAG PUBLICATIONS INC	03/12/2021	Regular	0.00	55.00	19656
0000971	GRAN TURK EQUIPMENT CO	03/12/2021	Regular	0.00	3,691.00	19657
0000977	GREAT AMERICA FINANCIAL	03/12/2021	Regular	0.00	137.04	19658
0001005	HARRINGTON INDUSTRIAL PLASTIC	03/12/2021	Regular	0.00	253.29	19659
0003227	HEIDI JOHNSON	03/12/2021	Regular	0.00	58.75	19660
0001039	HOLT PAPER CO.	03/12/2021	Regular	0.00	606.44	19661
0001417	MATHESON TRI-GAS INC	03/12/2021	Regular	0.00	77.00	19662
0001495	MIDDLE DEPARTMENT INSPECTION	03/12/2021	Regular	0.00	5,837.81	19663
0001625	ONE CALL CONCEPTS, INC.	03/12/2021	Regular	0.00	44.07	19664
0001677	PENINSULA DRY CLEANERS, INC	03/12/2021	Regular	0.00	91.00	19665
0002524	QUADIENT LEASING USA INC	03/12/2021	Regular	0.00	148.22	19666
0002957	REPUBLIC SERVICES	03/12/2021	Regular	0.00	3,629.43	19667
0002795	SANDPIPER ENERGY INC	03/12/2021	Regular	0.00	304.53	19668
0002001	STATE HIGHWAY ADMINISTRATION	03/12/2021	Regular	0.00	2.00	19669
0002085	THE ADKINS COMPANY	03/12/2021	Regular	0.00	72.00	19670
0002092	THE DEPT OF PUBLIC SAFETY & COR	03/12/2021	Regular	0.00	98.00	19671
0002163	TOWN OF BERLIN	03/12/2021	Regular	0.00	35,068.04	19672
0002928	UNIFIRST CORPORATION	03/12/2021	Regular	0.00	108.43	19673
0003207	UNITED ENERGY TRADING LLC	03/12/2021	Regular	0.00	2,659.47	19674
0003224	VERIZON	03/12/2021	Regular	0.00	8,700.00	19675
0002348	WOR WIC COMMUNITY COLLEGE	03/12/2021	Regular	0.00	60.00	19676

Bank Code BOC AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	38	35	0.00	82,989.49
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	38	35	0.00	82,989.49



Town of Berlin, MD

Payment Register

APPKT01941 - 20210312SW

01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number 0000015	Vendor Name ABC PRINTERS INC			Total Vendor Amount 45.00	
Payment Type Check	Payment Number 59391	Description ABC PRINTERS BUSINESS CARD ORDER	Payable Date 03/09/2021	Due Date 03/09/2021	Payment Date 03/12/2021
				Discount Amount 0.00	Payment Amount 45.00
					Payable Amount 45.00

Vendor Number 0000070	Vendor Name ADKINS COMPANY			Total Vendor Amount 58.81	
Payment Type Check	Payment Number 03656957,03656885	Description PAINT AND SUPPLIES FOR VISITOR CENTER	Payable Date 03/08/2021	Due Date 03/08/2021	Payment Date 03/12/2021
				Discount Amount 0.00	Payment Amount 58.81
					Payable Amount 58.81

Vendor Number 0000073	Vendor Name ADP, INC			Total Vendor Amount 920.38	
Payment Type Check	Payment Number 575816149	Description ADP PAYROLL PROCESSING CHARGES	Payable Date 03/09/2021	Due Date 03/09/2021	Payment Date 03/12/2021
				Discount Amount 0.00	Payment Amount 920.38
					Payable Amount 920.38

Vendor Number 0000102	Vendor Name ALBAN ENGINE POWER SYSTEMS			Total Vendor Amount 220.00	
Payment Type Check	Payment Number SERV1340691 SERV1340692	Description 113 SCHOOLFIELD STREET- GENERATOR CVA PM AGRME TOWN HALL GENERATOR SERVICE AGREEMENT	Payable Date 03/10/2021 03/10/2021	Due Date 03/10/2021 03/10/2021	Payment Date 03/12/2021
				Discount Amount 0.00 0.00	Payment Amount 110.00 110.00
					Payable Amount 110.00 110.00

Vendor Number 0000166	Vendor Name ANIXTER POWER SOLUTIONS, LLC			Total Vendor Amount 315.00	
Payment Type Check	Payment Number 4816071-00	Description COPPER CLAD 8FT GROUND RODS	Payable Date 03/11/2021	Due Date 03/11/2021	Payment Date 03/12/2021
				Discount Amount 0.00	Payment Amount 315.00
					Payable Amount 315.00

Vendor Number 0000192	Vendor Name APPLIED CONCEPTS, INC.			Total Vendor Amount 254.00	
Payment Type Check	Payment Number 379747	Description POLICE EQUIPMENT	Payable Date 03/08/2021	Due Date 03/08/2021	Payment Date 03/12/2021
				Discount Amount 0.00	Payment Amount 254.00
					Payable Amount 254.00

Vendor Number 0000323	Vendor Name BERLIN AUTOMOTIVE			Total Vendor Amount 257.32	
Payment Type Check	Payment Number --VARIOUS INVOICES	Description PARTS TOOLS & OTHER SUPPLIES	Payable Date 03/08/2021	Due Date 03/08/2021	Payment Date 03/12/2021
				Discount Amount 0.00	Payment Amount 257.32
					Payable Amount 257.32

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Vendor Number	Vendor Name					Total Vendor Amount
<u>0000394</u>	BOOTH & ASSOCIATES INC					10,344.40
Payment Type	Payment Number		Payment Date	Payment Amount		
Check			03/12/2021	10,344.40		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>48334</u>	EL RATE SERVICES, REG COPLIANCE, PP OPERATION	03/09/2021	03/09/2021	0.00	9,653.54	
<u>48335</u>	EL RATE SERVICES, REG COPLIANCE, PP OPERATION	03/09/2021	03/09/2021	0.00	690.86	
Vendor Number	Vendor Name					Total Vendor Amount
<u>0000480</u>	CATO OIL CO., INC.					5,508.58
Payment Type	Payment Number		Payment Date	Payment Amount		
Check			03/12/2021	5,508.58		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>2105901</u>	TOWN VEHICLE GAS	03/11/2021	03/11/2021	0.00	5,508.58	
Vendor Number	Vendor Name					Total Vendor Amount
<u>0002755</u>	CHESAPEAKE TELEPHONE SYSTEMS INC					300.00
Payment Type	Payment Number		Payment Date	Payment Amount		
Check			03/12/2021	300.00		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>INV193608</u>	TELEPHONE SERVICE	03/12/2021	03/12/2021	0.00	300.00	
Vendor Number	Vendor Name					Total Vendor Amount
<u>0000511</u>	CHOPTANK ELECTRIC COOPERATIVE, INC.					2,296.12
Payment Type	Payment Number		Payment Date	Payment Amount		
Check			03/12/2021	2,296.12		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>9913024900 JANFY 21</u>	ELECTRIC UTILITY FOR SPRAY SITES	03/10/2021	03/10/2021	0.00	2,296.12	
Vendor Number	Vendor Name					Total Vendor Amount
<u>0000534</u>	CJIS-CR					192.25
Payment Type	Payment Number		Payment Date	Payment Amount		
Check			03/12/2021	192.25		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>APP-2K-020</u>	FINGERPRINTING	03/09/2021	03/09/2021	0.00	192.25	
Vendor Number	Vendor Name					Total Vendor Amount
<u>0000572</u>	COMCAST					216.70
Payment Type	Payment Number		Payment Date	Payment Amount		
Check			03/12/2021	216.70		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>41 016 0042978 FEB MAR</u>	COMCAST INTERNET AND DIGITAL SVC	03/08/2021	03/08/2021	0.00	216.70	
Vendor Number	Vendor Name					Total Vendor Amount
<u>0000899</u>	FIRE PROTECTIVE SERVICE					359.41
Payment Type	Payment Number		Payment Date	Payment Amount		
Check			03/12/2021	359.41		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>97475</u>	FIRE EXTINGUISHER REPLACEMENT	03/12/2021	03/12/2021	0.00	359.41	
Vendor Number	Vendor Name					Total Vendor Amount
<u>0000907</u>	FLAG PUBLICATIONS INC					55.00
Payment Type	Payment Number		Payment Date	Payment Amount		
Check			03/12/2021	55.00		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>334466</u>	ADVERTISING FOR TAX RATE ORDINANCE	03/09/2021	03/09/2021	0.00	55.00	

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Vendor Number <u>0000971</u>	Vendor Name GRAN TURK EQUIPMENT CO					Total Vendor Amount 3,691.00
Payment Type Check	Payment Number				Payment Date 03/12/2021	Payment Amount 3,691.00
Payable Number <u>2029190-01</u>	Description PARTS FOR GARBAGE TRUCKS	Payable Date 03/12/2021	Due Date 03/12/2021	Discount Amount 0.00	Payable Amount 3,691.00	
Vendor Number <u>0000977</u>	Vendor Name GREAT AMERICA FINANCIAL					Total Vendor Amount 137.04
Payment Type Check	Payment Number				Payment Date 03/12/2021	Payment Amount 137.04
Payable Number <u>28890844</u>	Description COPIER LEASE	Payable Date 03/08/2021	Due Date 03/08/2021	Discount Amount 0.00	Payable Amount 137.04	
Vendor Number <u>0001005</u>	Vendor Name HARRINGTON INDUSTRIAL PLASTIC LLC					Total Vendor Amount 253.29
Payment Type Check	Payment Number				Payment Date 03/12/2021	Payment Amount 253.29
Payable Number <u>031N6249</u>	Description VALVES AND FITTINGS	Payable Date 03/08/2021	Due Date 03/08/2021	Discount Amount 0.00	Payable Amount 253.29	
Vendor Number <u>0003227</u>	Vendor Name HEIDI JOHNSON					Total Vendor Amount 58.75
Payment Type Check	Payment Number				Payment Date 03/12/2021	Payment Amount 58.75
Payable Number <u>03082021</u>	Description PAYMENT FOR DAMAGED MAILBOX	Payable Date 03/08/2021	Due Date 03/08/2021	Discount Amount 0.00	Payable Amount 58.75	
Vendor Number <u>0001039</u>	Vendor Name HOLT PAPER CO.					Total Vendor Amount 606.44
Payment Type Check	Payment Number				Payment Date 03/12/2021	Payment Amount 606.44
Payable Number <u>337318</u>	Description SUPPLIES	Payable Date 03/08/2021	Due Date 03/08/2021	Discount Amount 0.00	Payable Amount 606.44	
Vendor Number <u>0001417</u>	Vendor Name MATHESON TRI-GAS INC					Total Vendor Amount 77.00
Payment Type Check	Payment Number				Payment Date 03/12/2021	Payment Amount 77.00
Payable Number <u>23143185</u>	Description WELDING SUPPLIES AND PARTS	Payable Date 03/09/2021	Due Date 03/09/2021	Discount Amount 0.00	Payable Amount 77.00	
Vendor Number <u>0001495</u>	Vendor Name MIDDLE DEPARTMENT INSPECTION AGENCY					Total Vendor Amount 5,837.81
Payment Type Check	Payment Number				Payment Date 03/12/2021	Payment Amount 5,837.81
Payable Number <u>VARIOUS INVS</u>	Description INSPECTION SERVICES	Payable Date 03/09/2021	Due Date 03/09/2021	Discount Amount 0.00	Payable Amount 5,837.81	
Vendor Number <u>0001625</u>	Vendor Name ONE CALL CONCEPTS, INC.					Total Vendor Amount 44.07
Payment Type Check	Payment Number				Payment Date 03/12/2021	Payment Amount 44.07
Payable Number <u>1026155</u>	Description MISS UTILITY TICKETS	Payable Date 03/08/2021	Due Date 03/08/2021	Discount Amount 0.00	Payable Amount 44.07	

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Vendor Number	Vendor Name					Total Vendor Amount
<u>0001677</u>	PENINSULA DRY CLEANERS, INC					91.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				03/12/2021	91.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>20-29997</u>	MONTHLY DRY CLEANING	03/08/2021	03/08/2021	0.00	91.00	
Vendor Number	Vendor Name					Total Vendor Amount
<u>0002524</u>	QUADIENT LEASING USA INC					148.22
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				03/12/2021	148.22	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>N8752417</u>	POSTAGE LEASE	03/09/2021	03/09/2021	0.00	148.22	
Vendor Number	Vendor Name					Total Vendor Amount
<u>0002957</u>	REPUBLIC SERVICES					3,629.43
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				03/12/2021	3,629.43	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>0425-000903739, 00093678</u>	WASTE PICKUP AND DISPOSAL HERRON PARK	03/12/2021	03/12/2021	0.00	3,629.43	
Vendor Number	Vendor Name					Total Vendor Amount
<u>0002795</u>	SANQUIPER ENERGY INC					304.53
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				03/12/2021	304.53	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>06-605972-67941-1 MAR FY</u>	NATURAL GAS	03/12/2021	03/12/2021	0.00	304.53	
Vendor Number	Vendor Name					Total Vendor Amount
<u>0002001</u>	STATE HIGHWAY ADMINISTRATION					2.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				03/12/2021	2.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>AF015870 001</u>	OUTDOOR ADVERTISING	03/10/2021	03/10/2021	0.00	2.00	
Vendor Number	Vendor Name					Total Vendor Amount
<u>0002085</u>	THE ADKINS COMPANY					72.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				03/12/2021	72.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>03657106</u>	LUMBER	03/08/2021	03/08/2021	0.00	72.00	
Vendor Number	Vendor Name					Total Vendor Amount
<u>0002092</u>	THE DEPT OF PUBLIC SAFETY & CORRECTIONAL SVC					98.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				03/12/2021	98.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>AB1-02-424</u>	METER LOG ON FEE	03/09/2021	03/09/2021	0.00	98.00	
Vendor Number	Vendor Name					Total Vendor Amount
<u>0002163</u>	TOWN OF BERLIN					35,068.04
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				03/12/2021	35,068.04	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>1/27-2/24 FY 21</u>	TOWN UTILITY BILLINGS	03/11/2021	03/11/2021	0.00	35,068.04	

Payment Register

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Vendor Number	Vendor Name					Total Vendor Amount	
0002928	UNIFIRST CORPORATION					108.43	
Payment Type	Payment Number					Payment Date	Payment Amount
Check						03/12/2021	108.43
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount		
092 1827338	UNIFORM CLEANING SERVICE - PUBLIC WORKS	03/09/2021	03/09/2021	0.00	108.43		
Vendor Number	Vendor Name					Total Vendor Amount	
0003207	UNITED ENERGY TRADING LLC					2,659.47	
Payment Type	Payment Number					Payment Date	Payment Amount
Check						03/12/2021	2,659.47
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount		
196934	POWER PLNT NATURAL GAS-COMMODITY & CAPACITY C	03/08/2021	03/08/2021	0.00	1,212.29		
198135	POWER PLNT NATURAL GAS-COMMODITY & CAPACITY C	03/08/2021	03/08/2021	0.00	1,447.18		
Vendor Number	Vendor Name					Total Vendor Amount	
0003224	VERIZON					8,700.00	
Payment Type	Payment Number					Payment Date	Payment Amount
Check						03/12/2021	8,700.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount		
-301S0CC8S1220	RELOCATE PEDESTAL # 2 STEVENSON LANE	03/10/2021	03/10/2021	0.00	8,700.00		
Vendor Number	Vendor Name					Total Vendor Amount	
0002348	WOR WIC COMMUNITY COLLEGE					60.00	
Payment Type	Payment Number					Payment Date	Payment Amount
Check						03/12/2021	60.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount		
12162	EMPLOYEE AND K9 TRAINING	03/09/2021	03/09/2021	0.00	60.00		

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Check	38	35	0.00	82,989.49
Packet Totals:		38	35	0.00	82,989.49



Town of Berlin, MD

Check Register

Packet: APPKT01946 - 20210316SW

3/16/21

m7B 3/16/21

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: BOC AP-BOC AP Checks						
0000312	BENEFITMALL	03/16/2021	Regular	0.00	141,226.18	19684

Bank Code BOC AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	141,226.18
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	1	1	0.00	141,226.18



Town of Berlin, MD

Payment Register

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01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number Vendor Name
0000312 BENEFITMALL

Total Vendor Amount
141,226.18

Payment Type Payment Number
Check

Payment Date Payment Amount
03/16/2021 141,226.18

Payable Number Description
MARCH & APRIL FY 21 MARCH AND APRIL BENEFITMALL PAYMENT H,D,V,L

Payable Date Due Date Discount Amount Payable Amount
03/16/2021 03/16/2021 0.00 141,226.18

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Check	1	1	0.00	141,226.18
Packet Totals:		1	1	0.00	141,226.18