



BERLIN MAYOR AND COUNCIL

Meeting Agenda

Berlin Town Hall

10 William Street

Monday, April 25, 2022

6:30 PM EXECUTIVE SESSION – Public viewing of meeting closure via Facebook.

1. Statement of closure – Mayor Zack Tyndall
2. Public comments or questions regarding the purpose for closure.
3. Motion to close and adjournment to Executive Session
4. Executive Session Agenda:
STATUTORY AUTHORITY TO CLOSE SESSION, State Government Article, §10-508(a)(7) To consult with counsel to obtain legal advice on a legal matter
Discussion re: Sanitary Sewer Overflows Settlement

7:00 PM REGULAR SESSION – Council Chambers

1. Approval of the Minutes for:
 - a. Work Session of 04.04.22
 - b. Work Session of 04.11.22
 - c. Regular Session of 04.11.22
2. Operational Announcement – Mayor Zack Tyndall
3. Board of Supervisors of Election – Mayor Zack Tyndall
 - a. Nomination of Gina Velong (if approved will be sworn in with item #2b)
 - b. Swearing in Preston Whaley, Linda Bowen, Tony Bowen, and Gina Velong
4. Past Mayor's Presentation – Samantha Steltzer, Communications Intern from Salisbury University
5. Special One Day Permit Application: Taylor House Museum – Board President Melissa Reid
6. Approval of Town Flag, Seal and Anchor – Mayor Zack Tyndall and Brian Robertson of Brian Robertson Design
7. Contract Award Recommendation: Smart Water Meter Procurement – Water Resources Director Jamey Latchum
8. Discussions:
 - a. Stephen Decatur Walking Path Resurfacing – Deputy Town Administrator Mary Bohlen
 - b. American Rescue Plan Act Funding – Mayor Zack Tyndall
9. Motion 2022-02: Motion approving the recommended health care renewal with CareFirst – Administrative Manager Kelsey Jensen
10. Berlin Fire Company and Emergency Medical Services Quarterly Report – President David Fitzgerald
11. Deputy Town Administrator's Report
12. Departmental Reports

13. Comments from the Council
14. Comments from the Mayor
15. Comments from the Public
16. Comments from the Press
17. Adjournment

To access the Meeting via Facebook, please click the blue Facebook icon at the top of any page on www.berlinmd.gov, or type @townofberlinmd in the Facebook search bar. QR code links to online packet. 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/outside Maryland dial 1-800-735-2258.





BERLIN MAYOR AND COUNCIL
Meeting Minutes
General Fund Work Session
Monday, April 4, 2022

5:00 PM WORK SESSION – Berlin Town Hall Council Chambers

Present: Mayor Zack 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, Planning Director David Engelhart, Public Works Director Jimmy Charles, and Administrative Manager Kelsey Jensen.

The meeting began at approximately 5:00 p.m.

1. Berlin Fire Company's President David Fitzgerald and Chief Robert Rhode presented the Fire Service's budget, reviewing the year-to-date expenses and providing projections for the remainder of the year and anticipated needs for the coming year. They then provided the same information for the Emergency Medical Services budget. Councilmember Orris said the total they have budgeted is \$190,000 above the past years contribution and the \$125,000 that was added for two new EMT's. He also asked what percentage of a raise they would receive. Mr. Fitzgerald said they will give staff a 3% step and a 3%-5% COLA, and that they did the same last year, he said they use the same system as Ocean Pines and Ocean City since they are the competition for hiring; Mayor Tyndall asked for them to share that information with the Council. Councilmember Orris then asked when they will hear about the County meetings, he said he was unsure. Mayor Tyndall asked if they should be applying the EMT position funding towards the operational budget instead; Mr. Fitzgerald said those positions are needed, but they will discuss it and get back to the Mayor and Council. Lastly, Mr. Fitzgerald said there is a banquet on Saturday where they will be honoring a few volunteers, some of which have been volunteering for 50 plus years, and they have several new volunteers as well.
2. Mayor Tyndall provided an opening statement about the FY 2023 budget process.
3. Ms. Saleh provided an overview of the General Fund Revenues.
4. Ms. Saleh provided an overview of the General Fund Deficit and indicated that it is in the amount of \$280,107.
5. Mr. Fleetwood provided an opening statement regarding the budget and how proud he is of staff and the work they have put into the budget. He also stated that he is in favor of the original budget that was provided to the Council in February.
6. Mayor Tyndall presented the proposed budget for Elected Officials which included a laptop for the Mayor; Vice-President Burrell stated that if the Mayor would be getting one it would only be fair for the Council to receive on as well because they are using their personal equipment. Mayor Tyndall said this was a precedent set by prior Mayors and it is used to access financial information. Councilmember Knerr asked why cell phone reimbursements were in for all members of the

Council when they do not all accept the reimbursements; Mayor Tyndall said he would rather have it in and not need it, plus with the elections, if someone new takes office they may want it.

Mr. Fleetwood presented the proposed budget for Administration. Ms. Jensen provided estimated increases for Workers Compensation at 6.5%, Health Renewal at 6%, and stated that she will have a better idea of Liability Insurance on Thursday when she attends a renewal meeting.

Ms. Saleh presented the proposed budget for Finance and Customer Service. Councilmember Orris and Mayor Tyndall both inquired about postage and printing being higher if they are looking into e-bills; Ms. Saleh said as of right now they have not gone live with e-bills and do not know who will opt out, so it is best to leave it in until there is a better idea. There was then a discussion about convenience fees for credit cards to which Ms. Saleh said she would send over information on those fees.

Mr. Fleetwood presented the proposed budget for Building and Grounds and explained the increase in the elevator costs that it used to be free for inspections through the state and they no longer do that. He also mentioned the need to add security cameras and to change locks to digital key cards; Councilmember Nichols said she would like Ms. Wells to look into grant funding for this since it is a historic building.

Chief Downing presented the proposed budget for the Police Department. He pointed out the major increase in over-time due to staffing shortages. Discussions regarding vehicles and grant options took place. Mayor Tyndall indicated the want to hire retired officers or public safety officers (PSA) for the Town; Chief Downing said they do not have the level of officers Ocean City has and PSA's would require staff to work with them, which would be more labor intensive on staff, and any retired officers are going to work for DSP or in schools and courts.

Mr. Charles presented the proposed budget for Public Works Admin, Sanitation, and Streets. He touched on the increase for DOT licensing and training costs, more people working from home and more trash, and the need for a new truck. Mayor Tyndall asked where DOT physicals take place and how much they cost; Ms. Jensen said at West Ocean City Injury and Illness and they run \$80 per physical. He then went over some highlights about his staff, their skills, and the equipment they use and the need to see an increase in compensation.

Vice-President Burrell asked about the need for a roundabout and when it was first discussed; Mayor Tyndall said two years ago to help with speed and he was thinking a good spot would be by the church on Flower Street. Chief Downing expressed concerns with the location and its effectiveness, Electric Director Tim Lawrence expressed concerns with equipment and deliveries, and Councilmember Nichols expressed concerns with the location.

Ms. Wells presented the proposed budget for Economic and Community Development, she also put together a presentation to show what is done in the department and how much grant funding helps them. The Council asked about overtime costs associated with events; Ms. Wells said she can get that information over to them.

Mr. Engelhart presented the proposed budget for Planning and indicated that the strategic growth study was added to his budget but funding would come from the ARPA grant.

Ms. Bohlen presented the proposed budget for Parks and Recreation and said there was little change from prior years.

Councilmembers Orris and Knerr then went over changes they would propose to keep the budget balanced. Mayor Tyndall said he would like to meet with them to discuss the changes they are proposing further.

Chief Downing stated that the Mayor and Council keep wanting to see more done but without increasing staffing. Ms. Wells also mentioned that sponsorship is a great idea, but the Town needs to offer something in return for example banner or web space. She also said if we rely on sponsorships we lose the event, it becomes the donors event, not Berlins.

Vice-President Burrell said there several needs in the budget and safety and staff are the number one priorities, he thinks there is always room for improvement with efficiency and effectiveness, but thinks what was presented is what is needed.

Councilmember Nichols said she thinks some of Councilmember Knerr's changes are needed and thinks a 5% increase across the board is needed for staff.

Councilmember Purnell said they need to be thinking about the future of the Town and its staff so he thinks a 10% increase would be prudent.

Mayor Tyndall and Vice-President Burrell said they think a step and grade system would be a big help in an employee retention package.

Ms. Jensen said she is hearing that Fire and EMS are getting 6%-8% increases and while it is great that they are including this in their budget for their employees she thinks the Mayor and Council need to look closely at that because if they are funding it for them they should be for their staff as well.

7. Ms. Saleh discussed the Debt Service.
8. Ms. Saleh reviewed employee raise options and funding sources and explained that while she pulled the numbers together for the meeting, she did not support how they were being presented.

Ms. Saleh then indicated that she has no clear path on how to proceed with the budget, she said typically in the work session suggestions are made to amend the proposed budget before it comes back in a regular meeting and right now she is unsure of what is needed to move forward. Vice-President Burrell and Councilmember Purnell said they are in favor of Councilmember Knerr's changes and would like to see them implemented. Mayor Tyndall said he would like a chance to meet with Councilmembers Orris and Knerr before making any proposed changes or recommendations.

The work session was adjourned at approximately 9:15 PM.

Respectfully Submitted,



Kelsey Jensen
Administrative Manager



BERLIN MAYOR AND COUNCIL
Meeting Minutes
Utility Fund Capital Items Work Session
Monday, April 11, 2022

6:00 PM WORK SESSION – Berlin Town Hall Council Chambers

Present: Mayor Zack 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, Water Resources Director Jamey Latchum, Electric Utility Director Tim Lawrence, Public Works Director Jimmy Charles, and Administrative Manager Kelsey Jensen.

The meeting began at approximately 6:00 p.m.

Mr. Lawrence discussed his capital needs for Electric Administration, the Power Plant, and Power Distribution. The Mayor and Council had questions about the current state of some of those items, so Mr. Lawrence elaborated. Mayor Tyndall asked if the \$70,000 approved for transformers a few weeks ago was included in capital; Ms. Saleh said it is in his regular budget. Councilmember Knerr asked who is responsible for paying for upgrades should a business need it, for example Food Lion; Mr. Lawrence said the property owner.

Mr. Latchum then discussed the capital needs for Water and Wastewater. The Mayor and Council had questions about the current state of some of those items, so Mr. Latchum elaborated. Councilmember Nichols expressed safety concerns with the well house and lift station that was discussed; Mayor Tyndall then stated that there was money in a past budget for some of these things, but the money ended up being used elsewhere; Mr. Latchum said that is correct, but he did not have a choice due to the need of other equipment.

Councilmember Orris reminded the public that the utility fund is based on fees, not taxes. Vice-President Burrell asked Mr. Latchum about the two-year project in Water Distribution and asked if the \$300,000 was only for year one; Mr. Latchum said it was. Councilmember Orris asked if the \$1 million for the lift station was a cap, Mr. Latchum said he wishes he could say it was, but with costs rising he cannot guarantee that.

Mayor Tyndall mentioned that nothing was presented for Stormwater because there will be no projects because there is no funding.

Mr. Fleetwood said they will be closing the sewer fund in the good this year and they should be able to stop the due to due from. Mayor Tyndall said the revenues received need to be focused on system upgrades.

The work session was adjourned at approximately 6:50 PM.

Respectfully Submitted,

Kelsey Jensen
Administrative Manager



BERLIN MAYOR AND COUNCIL
Meeting Minutes
Monday, April 11, 2022

7:00 PM REGULAR SESSION – Berlin Town Hall Council Chambers

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, Electric Utility Director Tim Lawrence, Planning Director Dave Engelhart, Water Resources Director Jamey Latchum, Public Works Director Jimmy Charles, Town Attorney David Gaskill, and Administrative Manager Kelsey Jensen.

This meeting was also 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 Monday, March 28, 2022:

On the motion of Councilmember Orris, second by Vice-President Burrell, the Regular Session Minutes of March 28, 2022 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. Special Events:
 - a. Special Event Application for Sisters 10 Year Anniversary Party and Cancer Society Fundraiser
 Town Administrator Jeffrey Fleetwood indicated that this has been removed from the agenda per a text message from Ms. Wells.
 - b. 2022 Independence Day Fireworks Show Sponsorship Form
 Mayor Zack Tyndall explained the reasoning for the sponsorship form; Councilmember Knerr recommended that the colors change from gold to red, silver to white, and bronze to blue.

On the motion of Councilmember Orris, second by Councilmember Knerr, the request to approve the sponsorship form with the recommendations from Councilmember Knerr, 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				

Mr. Fleetwood added that this sponsorship donation is separate from the Memorial Day Parade Donation, which can be made in any amount.

3. Public Hearings:

a. Ordinance 2022-03: Establishing an FY 2023 Tax Rate

Finance Director Natalie Saleh explained that this is the tax rate that was originally proposed by the Mayor but was tabled until tonight.

Mayor Tyndall opened the Public Hearing at 7:07 PM.

Resident Robert Fisher asked his representative Councilmember Purnell, if the tax rate remains unchanged, will the Town be able to carry this current budget next year; Councilmember Knerr answered not in his opinion, he does not see how it could, this year additional funding was given from American Rescue Plan Act Funds (ARPA), next year the tax rate will need to be set much higher.

With no further questions, Mayor Tyndall closed the Public Hearing at 7:10 PM.

Councilmember Knerr made a Motion to approve Ordinance 2022-03. Planning Director David Engelhart asked if before it was voted on, could he speak; he said he didn't see how they could vote on a tax rate when the Department Heads who came up with budget needs have not seen a draft budget, he said the Council needs to learn from past mistakes and consider incremental increases like they said they would. He said it is unfair for the Departments to share in the pain that they are not creating. Discussion ensued about employee pay raises. Mayor Tyndall suggested 26 one-time payments to employees; Mr. Fisher then asked if that is 26 individual payments and not a raise to their salary; the answer was yes that is what he was suggesting. Mr. Fleetwood, Ms. Saleh, and Ms. Jensen all expressed concerns over the logistics of something like that; Ms. Jensen also stated she never suggested one-time payments, she was hoping to help the lower paid staff by averaging out the percentage raise and giving employees a dollar amount instead of a percentage because percentages are much more advantageous to higher-paid staff members.

On the motion of Councilmember Knerr, second by Councilmember Orris, Ordinance 2022-03, was not approved at the current rate 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>	2	3			

Councilmember Purnell indicated he was not in favor of an even dollar amount for all employees and especially not in the form of 26 one-time payments; he also indicated he thinks the tax rate

needs to be raised so employees can get a 10% increase to salaries. Councilmember Nichols said she is in favor of the spread, but not in the form of one-time payments. Vice-President Burrell said he wanted to see 5% across the board. Discussion then continued about FICA and raises.

Councilmember Purnell made a motion to increase the tax rate by \$.03, bringing it to \$.845; with no second the Motion died. Councilmember Purnell said on a \$300,000 home that would be \$75 and this rate would allow proper raises for staff and the ability to complete projects that need to be completed. Councilmember Knerr said he can not justify increasing taxes when residents had an equally hard year.

On the motion of Councilmember Knerr, second by Councilmember Orris, Ordinance 2022-03 at the current tax rate, 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>	4	1			

b. Resolution 2022-04: Authorizing Execution of a Cable Franchise Agreement Between the Town and Comcast of Eastern Shore, LLC

Town Administrator Jeffrey Fleetwood said this contract has been in the works for five years, it is a 10-year contract. Councilmember Knerr asked if this was an exclusive contract; Councilmember Orris said it was not. Councilmember Orris asked if Comcast had anyone present today; Mr. Fleetwood said they did not. Councilmember Orris then asked if the Town had to pay for the government access channel; Ms. Bohlen said they did not, but they do pay for the equipment which is a separate thing altogether.

Mayor Tyndall opened the Public Hearing at 7:59 PM.

With no questions, Mayor Tyndall closed the Public Hearing at 8:00 PM.

On the motion of Vice-President Burrell, second by Councilmember Nichols, Resolution 2022-04, 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. Proclamation 2022-03: Recognizing the week of April 17-23, 2022, as Take Pride in Berlin Week
Mayor Zack Tyndall read the proclamation and asked Ms. Bohlen if she wanted to add anything; Ms. Bohlen said you can find more information on the website where you can also sign up to volunteer that day. She also indicated that Take Pride in Berlin has its own Facebook page as well.

She listed the locations this event would be taking place and said if you plan to collect trash call Town Hall and let them know where it will be left so they can collect it.

5. 2022 RPS Supplier Annual Report Maryland RPS Program

Town Administrator Jeff Fleetwood explained the annual report and said they are required to make a payment of \$227,040 to the State for our Renewable Energy credits in lieu of purchasing SRECs. The payment made to the State worked out to be less than the actual purchase price of the SRECs; Mayor Tyndall said the impacts of the savings will be seen in the 2022 report.

On the motion of Councilmember Orris, second by Councilmember Nichols, the payment request in the amount of \$227,040, 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				

6. Appointment of Board, Commission, or Committee members

Mayor Zack Tyndall asked the Council to approve the nominations presented for the Board of Supervisors of Elections. Vice-President Burrell indicated that Preston Whiley's last name was spelled incorrectly and should be Whaley.

On the motion of Vice-President Burrell, second by Councilmember Nichols, with the correction to spelling, Resolution 2022-04, 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				

Mayor Tyndall stated that Councilmember Knerr has indicated two other individuals with interest in serving; interviews will be held soon for them as well as for the Beautification and Arts and Entertainment Committees. Councilmember Orris asked when they plan to move forward with the Community Center Committee; Mayor Tyndall indicated that once the land they need is acquired they will move forward with the plans. Mayor Tyndall then thanked the County for agreeing to transfer a parcel to them for the community center, but two parcels remain.

7. Town Administrator's Report – Jeffrey Fleetwood

Mr. Fleetwood reported that he and Mayor Tyndall met with representatives from the Worcester County Board of Education in reference to a project that will be underway in FY 2027 at Buckingham Elementary School to see if the Town can help with the timeline. He and Councilmember Knerr represented the Town at a Worcester County Public Hearing where the County approved the transfer of Parcel 0854 to the Town. This is the parcel off of Flower St behind ShoreUp. He and Ms. Jensen attended a LGIT renewal workshop on April 7th. He commended

Water Resources for changing out a water valve on Maple Ave that had faulted and doing the work prior to the paving on Maple. Also, Mr. Latchum had the insight to add an additional valve to help isolate water leaks to avoid an interruption of service in that area. Mr. Latchum said he has told Police, Fire, Schools, and Willows that Maple will be shut down tomorrow; he said it makes sense to do the work before the road is paved. Lastly, Ms. Wells has started a poll in reference to the New Year's Eve events; she is exploring the merchants' thoughts on whether to hold one or two events, results will be presented soon.

8. Departmental Reports:

a. Planning and Zoning Director – David Engelhart

Mr. Engelhart said they issued 15 Building Permits, which consisted of four Fence Permits, three inground pools, two above ground pools, two decks, one roofing, one solar panel installation, one window replacement, and one for the construction of a pool house accessory building.

b. Electric Utility Director – Tim Lawrence

Mr. Lawrence said they are doing demands and meter reads, and station and net reads. They are prepping the Church Street parking lot for new lights. There was a new streetlight approved by Choptank for Seahawk Road. They completed Substation inspections. They completed a disconnect and reconnect on Nelson Street. They assisted Public Works with sign removal on route 376 and route 611. They addressed a transformer outage at 210 West Street. They are completing street light repairs and tree trimming in various locations. Lastly, they have been doing maintenance at the Power Plant.

c. Police Chief – Arnold Downing

Chief Downing stated that on March 29th he completed the quarterly juvenile holding logs submission to the Maryland Juvenile Justice Compliance Monitor. On March 30th Pfc Marshall was recognized as the "Berlin Police First Responder of the Year" by American Legion Post# 166. From April 4th-11th, Pfc Lloyd attended the Accident Reconstruction-II training at the Montgomery County Police Department. On April 7th he attended the Memorial Day-Old Fashion Parade Planning Committee at the Berlin Police Department. In the last two weeks there were seven accidents and five arrests. Lastly, he and Lieutenant Fisher will be attending the MML Police Executive Session in Ocean City all week next week.

d. Finance Director – Natalie Saleh

Ms. Saleh said she has been meeting with departments to discuss the FY 23 Utility Funds Budget projections and Capital Budget. The one-on-one meetings with those funds will take place on the 13th at 4:30 for Electric, and the 18th at 3:30 for Water. She has been completing FY 23 General Fund budget changes and projections. They have been working on utility funds current budgets and actual expenditures review, bonds and loans balance reviews, past due accounts and collections, monthly billing, the paperless project for utility billing, and she has scheduled department meetings for projects and planning.

e. Public Works Superintendent – Jimmy Charles

Mr. Charles said he attended the Parks Commission meeting on Tuesday April 5th to discuss Berlin Cleanup Day. Public works will have equipment, hand tools, wheel barrels, mulch ready for that day. Public Works and Electric removed the billboard at RT 376 & 611, one of the poles snapped at the base and was a safety issue. He and Ms. Wells both have talked with Wyatt from Plak That signs and they will assist in hanging the new billboard. On Wednesday April 20th they will have the first bulk pickup for Tuesday and Wednesday trash days. On the follow Wednesday April 27th bulk pickup will take place for Thursday customers. Reminder to call town hall and register your address and your items. They will only pickup registered residents. All mattress and cloths

furniture must be wrapped and sealed. Mattress bags are at town hall for pickup. Councilmember Knerr asked what happens if someone has more than four items; the explanation was given that the Council voted four as the limit and no more. Vice-President Burrell asked when they would be doing vegetation control; Mr. Charles gave the cost of a 30-gallon jug as \$500 and said it now runs \$1,900, but they have it on order.

f. Water Resources Director – Jamey Latchum

Mr. Latchum said they are doing meter reads and re-reads, they jetted 102 Flower St for a sewer blockage, they replaced two 6" water valves on Maple Ave. They hauled sludge to the landfill. He attended PFAS class, he said this will be something the EPA will need to address some point soon. He said the Thermal Process Systems representative was on site to troubleshoot the mole drum. Lastly, they successfully registered with the Training Provider Registry through the FMCSA (Federal Motor Carrier Safety Administration) to be able to provide Class B CDL training inhouse. Ms. Jensen mentioned that if everything checks out, this will save the Town the cost to certify a DOT, she thanked the employee for possibly saving us this cost.

g. Deputy Town Administrator – Mary Bohlen

Ms. Bohlen said she has been doing updates to website, Facebook and Public Access for extension of roadwork by SHA at Rt. 113 and Bay Street through April 1. She has been working on completing the criteria requirements for assessment by EPA for potential brownfields mitigation at Heron Park. She has scheduled shredding and made the final selection of a vendor. She completed a Press Releases for Take Pride in Berlin Week/Clean-Up Day and Spring Special Collections. She finalized the formatting of the amended STR Ordinance which will be effective 07/01/2022 and indicated that Ms. Jensen has it with her tonight for signature. She worked with D3 to get a sign-up form for Clean-Up Day on the web. The Parks Commission met on Tuesday, April 5, 2022, to continue planning for spring events. She has been restoring lost meeting dates on the website. She attended a Public Information Act webinar with Ms. Jensen on Wednesday, April 6th. Lastly, she held the Backyard Buffer tree giveaway for Worcester County on Saturday, April 9th at Town Hall. Mayor Tyndall thanked Ms. Bohlen for submitting the EPA information. Vice-President Burrell asked if there have been any issues with disc golf; Ms. Bohlen and Mr. Charles said they thought it was going well and have not heard anything negative.

h. Administrative Manager – Kelsey Jensen

Ms. Jensen said she has been working on minutes, packets, and payroll. She said MSRS launched their new portal today and she sat in on the final training before launch on April 4th. She has scheduled four interviews for the Public Works Superintendent position on April 21st, she indicated that Mr. Lawrence and Mr. Latchum will join her and Mr. Charles in those interviews. She and Ms. Bohlen attended (virtually) the MMCA Public Information Act Training on April 6th. She and Mr. Fleetwood attended the LGIT liability insurance Renewal Workshop in Cambridge on April 7th, they anticipate an increase in the ballpark of 5.5%, this may still change before May. She worked with a Wor Wic instructor on CPR/AED/First Aid training dates for May and has scheduled a total of five sessions with eight employees each on five different days. She spoke with Deeley regarding Workers Compensation renewals, the final number came in at 5.2%. She onboarded a new PT Police Communications Officer (PCO). She indicated that there are still several open positions PT PCO, PT Seasonal Grounds Maintenance Worker, two FT Police, FT PW Superintendent, FT Wastewater Plant Operator Trainee, FT Lineman 2nd Class, all of which have been sourced through newspapers, MML, local colleges, Worcester County BOE student services, and several sites affiliated with specific job duties like Amp and MD Rural Water. She reminded all that Financial Disclosures are due back to her on April 15th, she will need those from the Mayor, Council, Board and Commission Members, and Department Heads. She then reminded all that May 17-19 will be open enrollment. Lastly, the health care worst case scenario is 5.4% but we are

waiting on final numbers from the other carriers. Councilmember Nichols asked Ms. Jensen to reach out to DelTech, Wilmington University, and Delaware State University as well; she said she would do that.

9. Comments from the Council – none.

10. Comments from the Mayor:

Mayor Tyndall stated that the Berlin Little League Parade took place this weekend. He then asked Mr. Lawrence if the scoreboard had been addressed; Mr. Lawrence said he never heard back from them; Mr. Fleetwood said they can call Norni together. Mayor Tyndall then indicated that they have applied for a \$2 million grant with no match for the pedestrian foot bridge on Bay Street.

11. Comments from the Public

Resident Constance Pena said she is disappointed to see all the green space disappearing in town and being consumed with things like Disc Golf and Ping Pong. She said she was disappointed to see recreational equipment and bold colors taking over and losing green space.

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 8:51 PM.

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



TOWN OF BERLIN, MARYLAND

Office of the Mayor

April 20, 2022

Councilmembers Burrell, Knerr, Nichols, Orris, and Purnell,

As Mayor, I am honored to make the following nominations:

Board of Supervisors of Elections (Four Year Term)

- **Gina Velong:** New Appointment
 - Gina is a resident of the Town of Berlin and serves as a member of the Decatur Farms Homeowners Association. Gina expressed an interest in wanting to be a part of one of the cornerstones of our government which is our election process. A copy of her application materials has been provided to the Council for their evaluation.

Please let me know if you have any questions regarding my nominations. I respectfully ask for your support in appointing the above member during the Mayor and Council Meeting on Monday, April 25, 2022.

Respectfully,

Zack Tyndall, Mayor



Mayor & Council of Berlin



OATH OF OFFICE

I, Preston Whaley, do swear and affirm that I will support the Constitution of the United States; and that I will be faithful and bear true allegiance to the State of Maryland, and support the Constitution and Laws thereof; and that I will, to the best of my skill and judgment, diligently and faithfully, without partiality or prejudice, execute the office of the Town of Berlin Board of Supervisors of Elections according to the Constitution and the Laws of the State.

SWORN THIS 25th DAY OF APRIL, 2022.

Preston Whaley

Zack Tyndall, Mayor

Term Expiration: May 2026 _____
Initials



Mayor & Council of Berlin



OATH OF OFFICE

I, Linda Bowen, do swear and affirm that I will support the Constitution of the United States; and that I will be faithful and bear true allegiance to the State of Maryland, and support the Constitution and Laws thereof; and that I will, to the best of my skill and judgment, diligently and faithfully, without partiality or prejudice, execute the office of the Town of Berlin Board of Supervisors of Elections according to the Constitution and the Laws of the State.

SWORN THIS 25th DAY OF APRIL, 2022.

Linda Bowen

Zack Tyndall, Mayor

Term Expiration: May 2026 _____
Initials



Mayor & Council of Berlin



OATH OF OFFICE

I, Tony Bowen, do swear and affirm that I will support the Constitution of the United States; and that I will be faithful and bear true allegiance to the State of Maryland, and support the Constitution and Laws thereof; and that I will, to the best of my skill and judgment, diligently and faithfully, without partiality or prejudice, execute the office of the Town of Berlin Board of Supervisors of Elections according to the Constitution and the Laws of the State.

SWORN THIS 25th DAY OF APRIL, 2022.

Tony Bowen

Zack Tyndall, Mayor

Term Expiration: May 2026 _____
Initials



Mayor & Council of Berlin



OATH OF OFFICE

I, Gina Velong, do swear and affirm that I will support the Constitution of the United States; and that I will be faithful and bear true allegiance to the State of Maryland, and support the Constitution and Laws thereof; and that I will, to the best of my skill and judgment, diligently and faithfully, without partiality or prejudice, execute the office of the Town of Berlin Board of Supervisors of Elections according to the Constitution and the Laws of the State.

SWORN THIS 25th DAY OF APRIL, 2022.

Gina Velong

Zack Tyndall, Mayor

Term Expiration: May 2026 _____
Initials




THE PAST MAYORS OF BERLIN


Samantha Steltzer

1


SAMANTHA STELTZER



COMMUNICATION INTERN
FOR THE BERLIN MAYOR'S
OFFICE



SALISBURY UNIVERSITY,
CLARKE HONORS COLLEGE

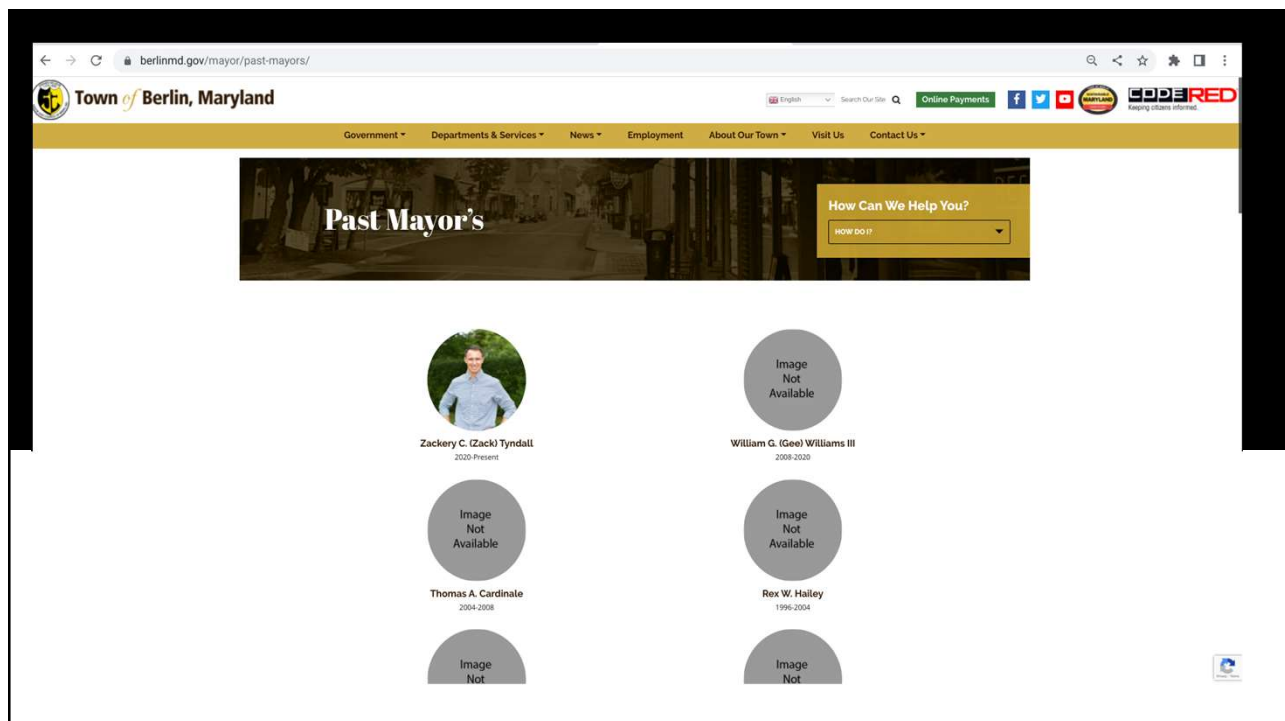


COMMUNICATION AND
HISTORY DOUBLE MAJOR

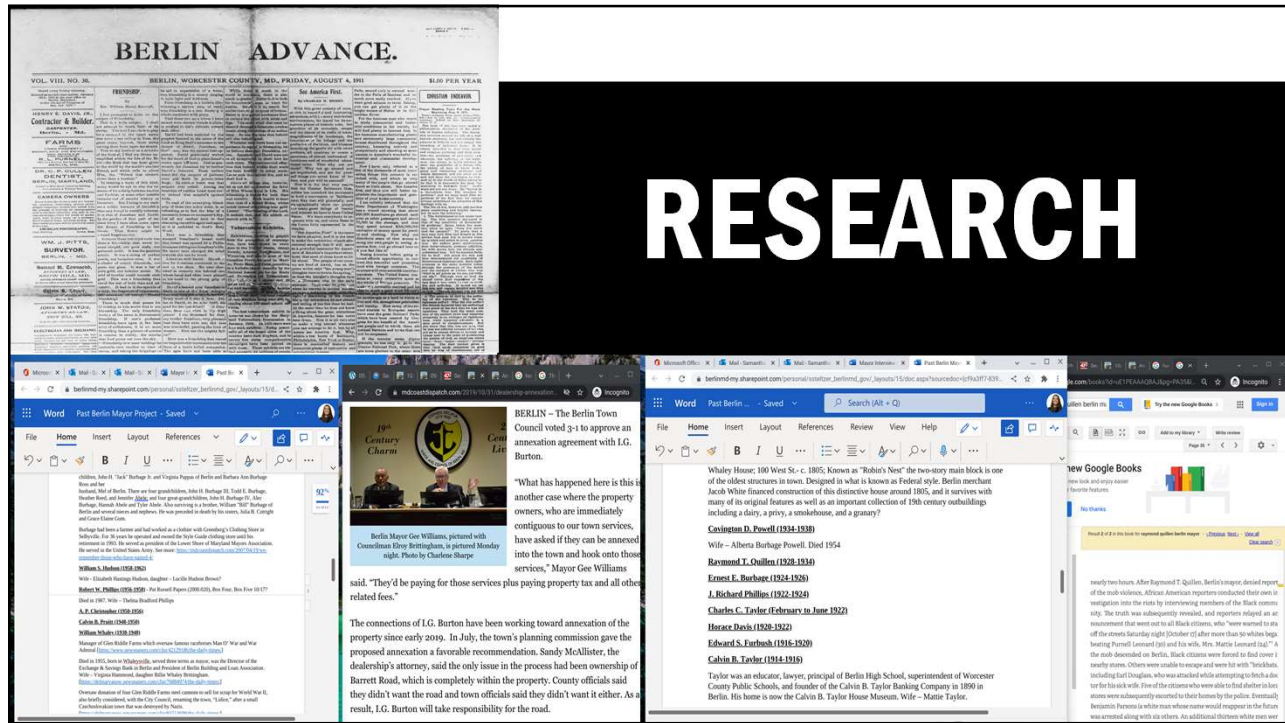
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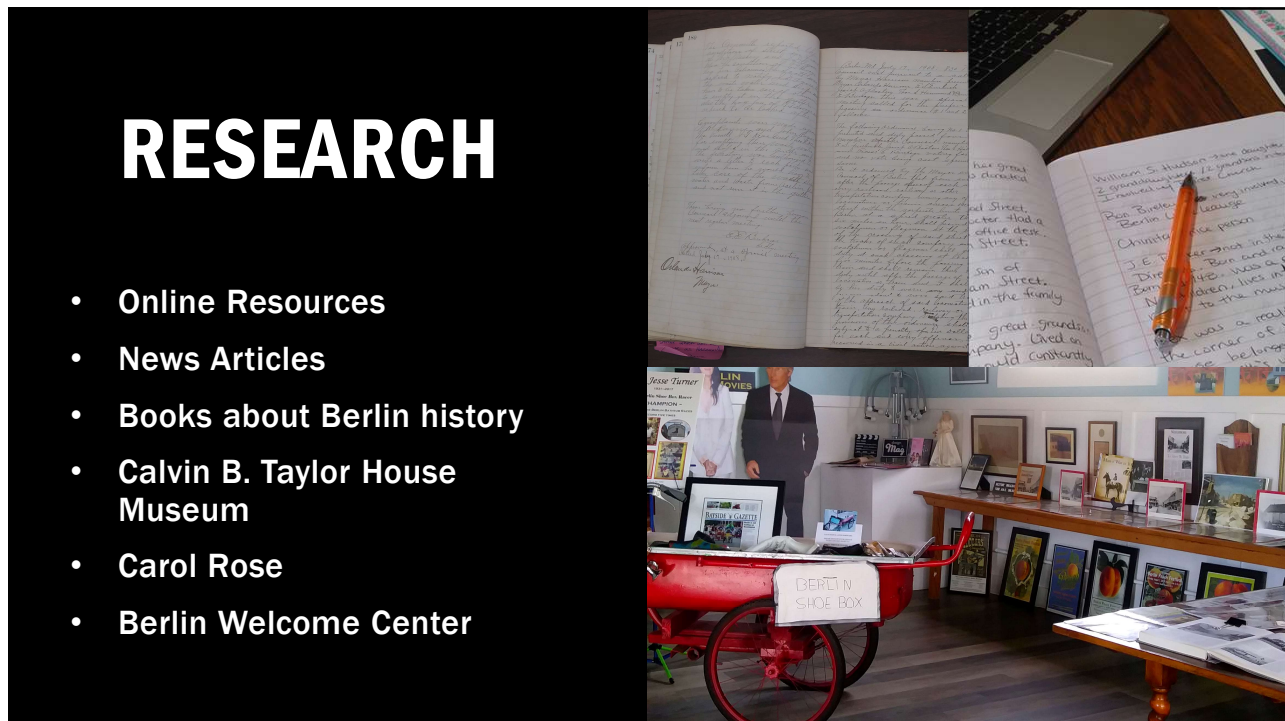
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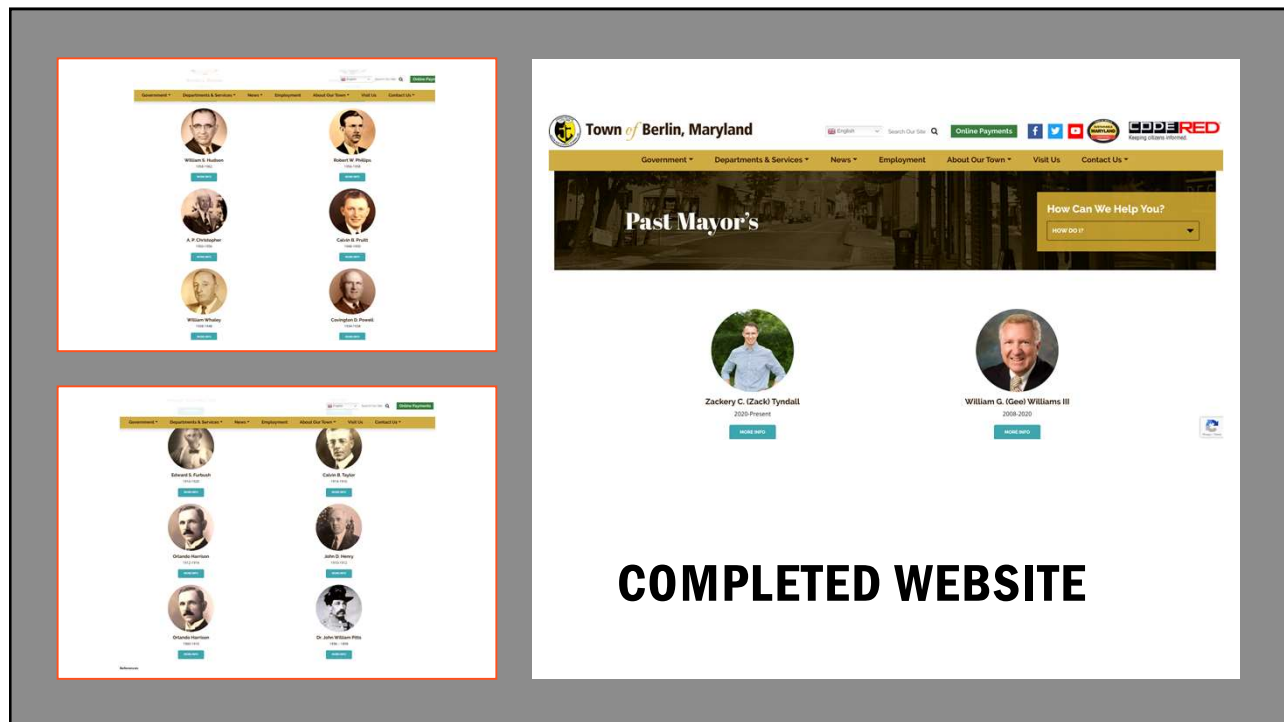
4



5



6



7


William Whaley

1938-1948

Ernest E. Burbage

1924-1926


Born in Whalesville on June 16, 1873, and died March 4, 1955. Whaley was noted as a man dedicated to family, friends, and community. In 1939, Whaley supervised the construction of a new gas plant by Eastern Shore Gas Corporation. For three terms, he served Berlin as mayor before, during, and after World War II. During World War II, he oversaw the donation of four Glen Riddle Farms steel cannons to sell for scrap, the German prisoner of war work camp in Berlin, and briefly considered, with the City Council, renaming the town "Lidice," after a small Czechoslovakian town that was destroyed by Nazis (*The Salisbury Times*, June 1942). He was the Manager of Glen Riddle Farms and oversaw famous racehorses Man O' War and War Admiral (*The Salisbury Times*, October 1942). His wife was Virginia Hammond (*The Salisbury Times*, 1955). Whaley was also the Director of the Exchange & Savings Bank in Berlin and President of the Berlin Building and Loan Association. He lived at the Whaley House at 100 West Street. Known as "Robin's Nest," the Federal-style two-story main block is one of the oldest structures in town.



Berlin May Be Renamed Lidice To Commemorate Czech Town. (1942, June 20). *The Salisbury Times*, p. 1. <https://delmarvanow.newspapers.com/clip/91514609/the-daily-times/>.

Steel Cannon from Riddle Farm for Scrap. (1942, October 2). *The Salisbury Times*, p. 2. <https://www.newspapers.com/clip/42129186/the-daily-times/>.

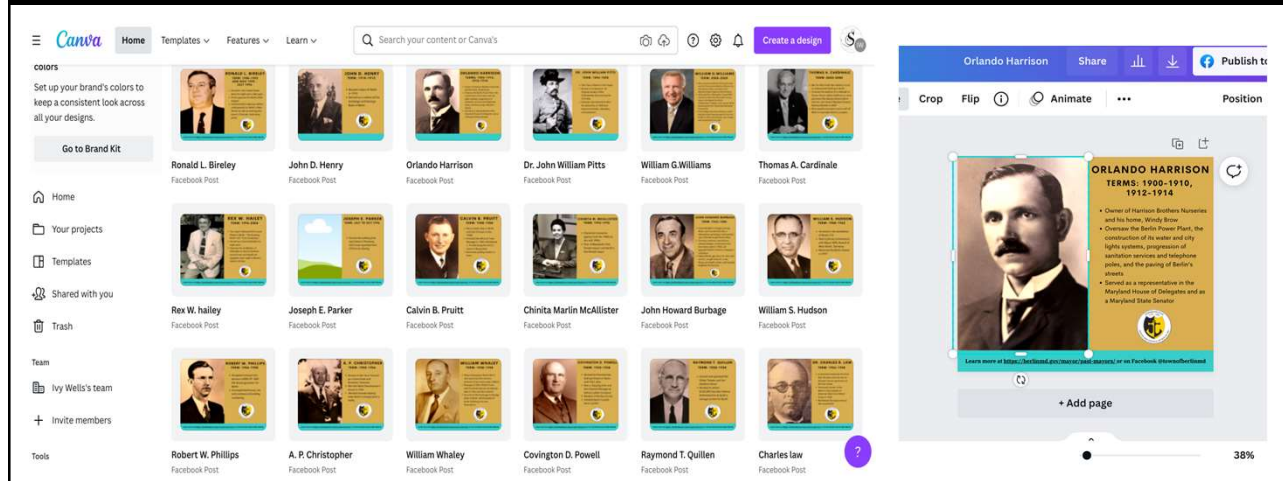
Born on May 13, 1874, and died on June 2, 1962. Burbage was a Charter Member of the Calvin B. Taylor Bank and was on its Board of Directors in 1907. He later became president of the Calvin B. Taylor Bank for 28 years, from June 1932 to January 1960. Burbage was also head of the Burbage, Powell & Co. Department store. He served on the Town Council as its Secretary.



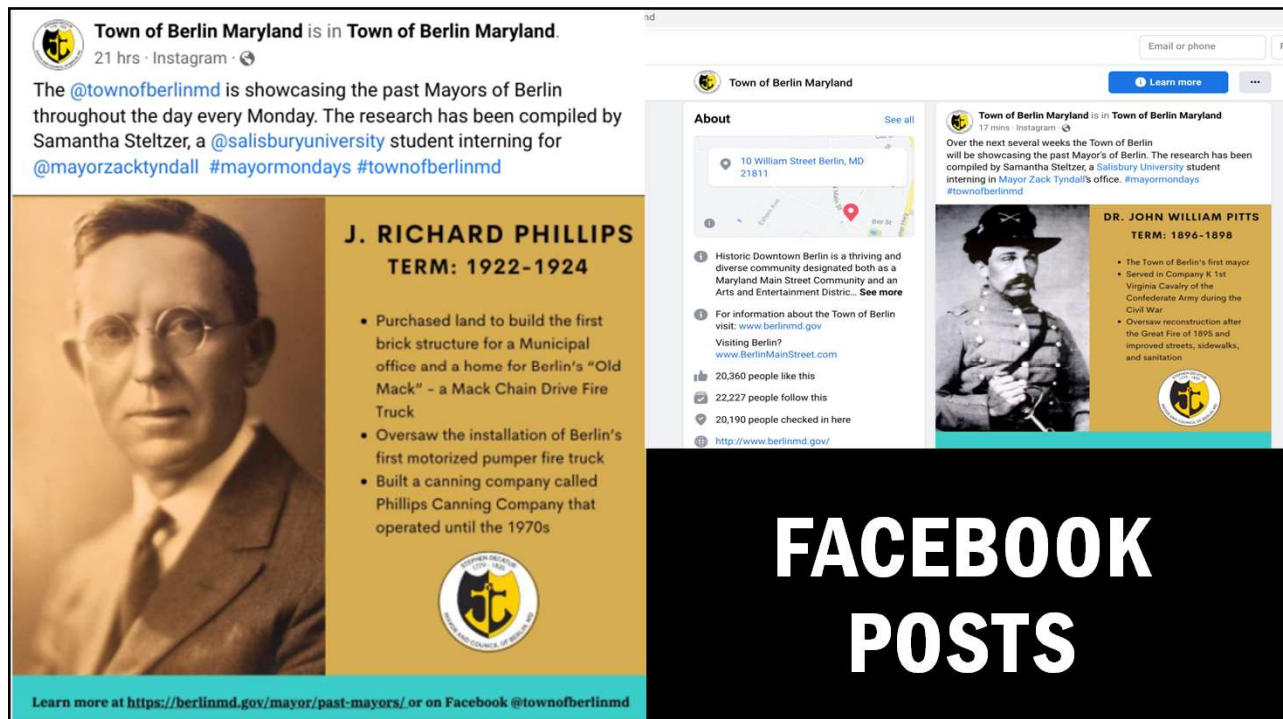
CLOSER LOOK

8

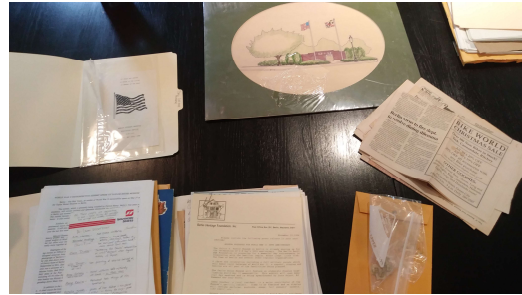
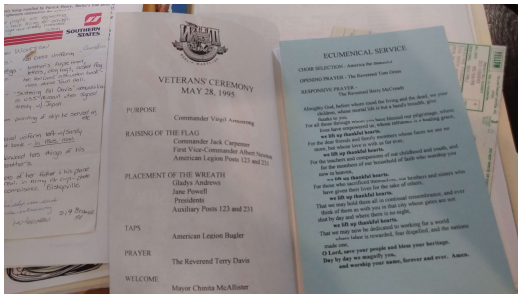
CANVA – FACEBOOK POSTS



9



10



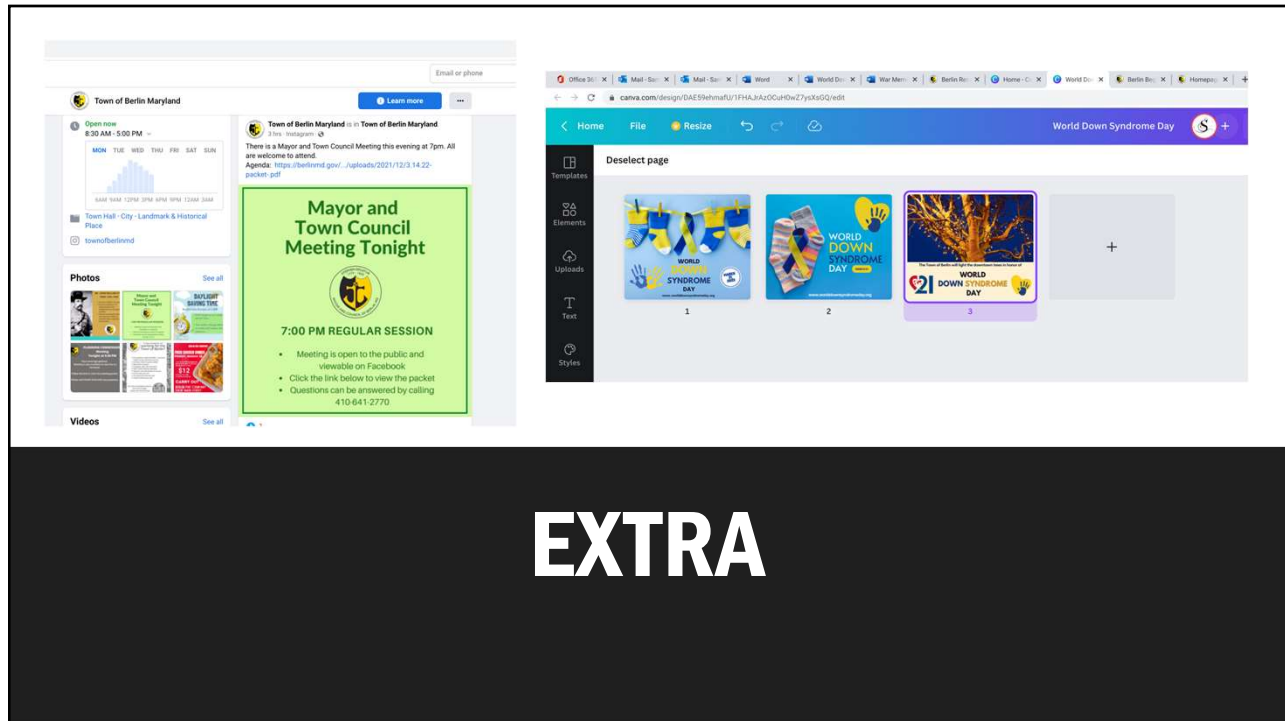
VETERANS MEMORIAL

11



STEPHEN DECATUR MEMORIAL

12



EXTRA

13



14



BOARD OF LICENSE COMMISSIONERS FOR WORCESTER COUNTY

ATTN: APRIL PAYNE, LIQUOR LICENSE ADMINISTRATOR
WORCESTER COUNTY GOVERNMENT CENTER
ONE WEST MARKET STREET – ROOM 1201
SNOW HILL, MARYLAND 21863
PHONE: 410-632-1908, EXTENSION 1120
Email: apayne@co.worcester.md.us

APPLICATION FOR SPECIAL ONE DAY PER DIEM PERMIT

TO BONA FIDE CONVENTIONS AND SUCH OTHER SPECIAL GROUPS UNDER THE PROVISIONS OF THE
MARYLAND ALCOHOLIC BEVERAGES ARTICLE

Date of Application: 4/19/2022

Name of Applicant: Berlin Heritage Foundation / Taylor House Museum

Address of Applicant: 208 N. Main St., Berlin, MD 21811

Telephone: 410-641-1019 Email: info@taylorhousemuseum.org

Location for which Permit is sought: 208 N. Main St., Berlin, MD 21811

Hours Requested: Sunday, June 12, 2022 6:00 pm to 7:30 pm

Election District No.: _____

Convention or Group for which Permit sought: _____

Date for which Permit sought: 6/12/22

If within incorporated town, has the Mayor & Council approved issuance of Permit? _____

() Beer: \$100 per day (☒) Beer-Wine: \$100 per day () Beer-Wine-Liquor: \$100 per day

APPROVAL MAYOR & CITY COUNCIL

SIGNATURE OF APPLICANT

Heath Dotyham

APPLICANT MUST SIGN BOTH PAGES (SEE REVERSE)

APPLICATION FOR SPECIAL ONE DAY PER DIEM PERMIT

1. May purchase beer & wine from a licensed MARYLAND WHOLESALER or a licensed MARYLAND RETAILER and liquor from a licensed MARYLAND RETAILER.
2. No other person or entity, including licensed retailers and/or distributors, and/or breweries, and/or manufacturers may bring ANY alcoholic beverages on the premises.
3. Only the beer, wine and liquor that the organization has purchased from licensed MARYLAND WHOLESALERS or licensed MARYLAND RETAILERS is permitted on the premises—PERIOD. This is written in the State law and the Maryland Comptroller's rules and regulations (which carry the same weight as law). No person can make exceptions to these laws. Only the Maryland legislature can change the law.

As the applicant for the foregoing APPLICATION FOR SPECIAL ONE DAY PER DIEM PERMIT; I certify that I have read the foregoing guidelines and agree to abide by them; and that I understand that a violation of these rules and laws could result in a fine up to \$4,000.00 levied against the organization named in the application, and that any future applications on behalf of this group may be denied.

Heather Nottingham

PRINTED NAME OF APPLICANT

Heath Nottingham

SIGNATURE OF APPLICANT

4/19/2022

DATE

APPLICANT MUST SIGN BOTH PAGES (SEE REVERSE)

TOWN OF BERLIN, MARYLAND

Flag, Seal and Anchor



OFFICIAL LOGO MARK



TOWN FLAG



UNOFFICIAL BRAND MARK



CMYK - 60/40/40/100
HEX - #000000



PMS - 124C
CMYK - 7.36/35.34/100/0
HEX - #EAA921

yellow color of flag is to match the yellow/gold of the maryland flag. Source of pantone matching system color found below

<https://sos.maryland.gov/pages/services/mdflag.aspx>

ONE-COLOR OPTIONS for use in situations where only one-color production is available.





April 8, 2022

Town of Berlin
10 Williams St.
Berlin, MD 21811

*Michael R. Wigley, AIA, LEED AP
W. Zachary Crouch, P.E.
Michael E. Wheedleton, AIA
Jason P. Loar, P.E.
Ring W. Lardner, P.E.
Jamie L. Sechler, P.E.*

ATTN: Mr. Jeff Fleetwood,
Town Administrator

RE: Recommendation of Award – RFP 2022-01
Smart Water Meter Procurement
Berlin, Maryland
DBF# 0050A002.070

Mr. Fleetwood:

This correspondence is to provide a recommendation of Award for the Smart Water Meter Procurement project, in response to the Town's RFP 2022-01. Enclosed, please find one copy of each bidders' RFP submittal package, as well as a copy of the Bid Tabulation for the referenced project. Davis, Bowen & Friedel, Inc., (DBF) has reviewed each bidder's RFP submittal package for adherence to the Town's Request for Proposals, and present the following information.

Bid Summary (lowest to highest):

Dover Plumbing Supply	\$ 672,852.52	
Dover Plumbing Supply	\$ 701,841.52	(Alternate Cost Proposal for all ultrasonic meters)
Core and Main, LP	\$ 754,990.00	
LB Water Service	\$ 867,624.00	(Alternate Cost Proposal for reduced number of meters)
LB Water Service	\$ 1,217,077.00	

Dover Plumbing Supply

Reviewing the submittal from Dover Plumbing Supply (DPS), we have the following comments:

Brand - DPS submitted Zenner brand smart meters.

Lead Free - The RFP required meters to have a lead-free bronze maincase. Zenner meters contain a "low-lead" brass tube, and their literature indicates it complies with Safe Drinking Water Act and NSF 61 certifications.

Made in USA - The RFP required that meters shall be made in the USA. Zenner literature indicates that it is a "global" manufacturer, but is unclear if the meters to be provided would be made in the USA.

Warranty - The RFP required a lifetime warranty on the meter body from the manufacturer. Zenner meters come with a 25-year warranty.

Compatibility - Zenner literature submitted indicated their meters are compatible with all AMI systems. The proposal from DPS is clear that they are proposing an AMI (Advanced Metering Infrastructure) system, not an AMR (Automated Meter Reading) system. The AMR system specified by the Town includes handheld and drive-by meter reading devices desired by the Town for a level of redundancy for meter reading.

Core and Main, LP

Reviewing the submittal from Core and Main, LP (C&M), we have the following comments:

Brand – C&M submitted Neptune brand smart meters.

Lead Free - The RFP required meters to have a lead-free bronze maincase. Neptune meters are 100% lead-free and comply with Safe Drinking Water Act and NSF 61 certifications.

Made in USA - The RFP required that meters shall be made in the USA. Neptune meters are made in the USA.

Warranty – The RFP required a lifetime warranty on the meter body from the manufacturer. Neptune meters come with a lifetime warranty on the meter body.

Compatibility – Neptune literature submitted indicated their meters are compatible with all AMR/AMI systems

LB Water Service

Reviewing the submittal from LB Water Service (LBW), we have the following comments:

Brand – LBW submitted Sensus brand smart meters, which are the Town’s current water meter supplier.

Lead Free - The RFP required meters to have a lead-free bronze maincase. The Sensus literature submitted by LBW indicates the meters are “Low Lead” meters that comply with Safe Drinking Water Act and NSF 61 certifications.

Made in USA - The RFP required that meters shall be made in the USA. The proposal submitted does not indicate where the Sensus meters are manufactured, and we could find no indication online that Sensus meters were manufactured in the USA.

Warranty – The RFP required a lifetime warranty on the meter body from the manufacturer. Sensus meters come with a “limited” 20-year warranty with pro-rated replacement after 15 years.

Compatibility – Sensus literature submitted indicated their meters are compatible with all AMR/AMI systems.

DBF also looked at each meter’s battery life, but found all three meters to have comparable battery life, dependent on the frequency of flow readings.

As a result of our evaluation of the three proposals received, based on the criteria set forth in the Town’s RFP, the Core & Main proposal to supply Neptune Meters is the proposal that most completely meets the requirements and intent of the Town’s RFP. In our opinion, the pricing provided by Core & Main is reasonable and competitive for the equipment and services being provided.

As part of our review of the proposals we contacted several municipal references from each supplier. Core & Main and Neptune have considerable experience with smart water meter AMR/AMI projects of similar size and scope with other municipalities. The references provided by Neptune indicated that they were pleased with the meters’ durability, accuracy, and battery life. They indicated that they had found Neptune’s local customer service team to be extremely responsive, knowledgeable, and helpful with addressing equipment and technical issues. They indicated that response times exceeded their expectations and the Neptune meter team always worked to quickly resolve any issues that occurred. They also indicated that since instituting the AMR/AMI systems, their metering and billing process had become much more efficient and effective.

Based on DBF’s evaluation of the proposals, and our experience with Core and Main, LP, and Neptune meters with our municipal clients, DBF trusts that the supplier has the resources and experience necessary to complete the project and meet or exceed Town expectations. Based on our review of the proposals submitted, DBF recommends award of the Smart Water Meter Procurement project to Core and Main, LP, contingent upon the availability of funds. Should the Town choose to accept DBF’s recommendation, the award amount for the completion of the referenced project would be *Seven hundred and fifty-four thousand, nine hundred and ninety dollars and 00/100* (\$754,990.00). The final cost will depend on the actual installed number of meters, based on the as-bid unit prices.

Letter: Town of Berlin – RFP 2022-01
April 8, 2022
Page 3

If the Mayor and Council concur, please provide notification to DBF and we will continue the award process. Should you have any questions, comments, or concerns, please contact me at 410-543-9091.

Sincerely,
DAVIS, BOWEN & FRIEDEL, INC.



Joshua J. Taylor, P.E.
Associate

N:\00\050A\050A002\0050A002.070 - Smart Meter Upgrades\Bidding\2022-04-08.Fleetwood Award Recom.docx

Enclosures

cc: Mary Bohlen, Town of Berlin

TOWN OF BERLIN
REQUEST FOR PROPOSALS - SMART METER EQUIPMENT PROCUREMENT
DBF # 0050A002.070
MARCH 22, 2022

BID RESULTS					LB Water Service		LB Water Service (Alternate Cost Proposal)		Core and Main LP		Dover Plumbing Supply [Positive Placement and Ultrasonic Meters]		Dover Plumbing Supply (Alternate Cost Proposal) [All Ultrasonic Meters]	
ITEM NO.	DESCRIPTION OF WORK	SIZE OR DEPTH	UNIT	EST QTY	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	Procure and Deliver Smart Meters, and All Required Hardware, Complete	8"	EA	2	\$ 5,794.00	\$ 11,588.00	\$ 5,794.00	\$ 11,588.00	\$ 9,500.00	\$ 19,000.00	\$ 2,815.86	\$ 5,631.72	\$ 2,815.86	\$ 5,631.72
2		6"	EA	4	\$ 5,002.00	\$ 20,008.00	\$ 5,002.00	\$ 20,008.00	\$ 6,100.00	\$ 24,400.00	\$ 2,248.50	\$ 8,994.00	\$ 2,248.50	\$ 8,994.00
3		4"	EA	10	\$ 4,646.00	\$ 46,460.00	\$ 4,646.00	\$ 46,460.00	\$ 3,700.00	\$ 37,000.00	\$ 1,535.25	\$ 15,352.50	\$ 1,535.25	\$ 15,352.50
4		3"	EA	3	\$ 4,292.00	\$ 12,876.00	\$ 4,292.00	\$ 12,876.00	\$ 3,000.00	\$ 9,000.00	\$ 1,363.49	\$ 4,090.47	\$ 1,363.49	\$ 4,090.47
5		2"	EA	77	\$ 3,946.00	\$ 303,842.00		\$ -	\$ 1,100.00	\$ 84,700.00	\$ 1,059.44	\$ 81,576.88	\$ 1,059.44	\$ 81,576.88
6		1.5"	EA	23	\$ 3,771.00	\$ 86,733.00	\$ 3,771.00	\$ 86,733.00	\$ 900.00	\$ 20,700.00	\$ 399.55	\$ 9,189.65	\$ 399.55	\$ 9,189.65
7		1"	EA	60	\$ 371.00	\$ 22,260.00		\$ -	\$ 455.00	\$ 27,300.00	\$ 298.16	\$ 17,889.60	\$ 268.86	\$ 16,131.60
8		5/8" x 3/4"	EA	1850	\$ 284.00	\$ 525,400.00		\$ -	\$ 235.00	\$ 434,750.00	\$ 247.24	\$ 457,394.00	\$ 263.86	\$ 488,141.00
9	Procure and Install Smart Meter Data Collectors and Hardware on Existing Town Elevated Water Storage Towers on Franklin Avenue and MD Route 346.	--	EA	2	\$ 66,755.00	\$ 133,510.00		\$ -	\$ 30,000.00	\$ 60,000.00	\$ 25,369.00	\$ 50,738.00	\$ 25,369.00	\$ 50,738.00
10	Procure and Deliver "Handheld" Mobile Meter Reading Device	--	EA	1	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	NOT APPLICABLE COVERED UNDER LINE #12		NOT APPLICABLE COVERED UNDER LINE #12	
11	Procure and Deliver "Drive-by" Mobile Meter Reading Device.	--	EA	1	\$ 6,500.00	\$ 6,500.00	N/A	N/A	\$ 11,000.00	\$ 11,000.00	NOT APPLICABLE TO ZENNER METER AMI SYSTEM		NOT APPLICABLE TO ZENNER METER AMI SYSTEM	
12	Procure and Deliver Electronic Tablet Devices (iPad with latest iOS)	--	EA	4	\$ 500.00	\$ 2,000.00	\$ 500.00	\$ 2,000.00	\$ 500.00	\$ 2,000.00	\$ 3,280.50	\$ 13,122.00	\$ 3,280.50	\$ 13,122.00
13	Provide Cloud Based Meter Reading Software	--	LS	--	\$ 21,700.00	\$ 21,700.00	\$ 21,700.00	\$ 21,700.00	\$ 11,140.00	\$ 11,140.00	COVERED UNDER LINE #14		COVERED UNDER LINE #14	
14	Provide Annual Software Maintenance and Updates (Lump Sum Cost per Year)	--	LS/YR	--	\$ 17,700.00	\$ 17,700.00	\$ 17,700.00	\$ 17,700.00	\$ 7,500.00	\$ 7,500.00	\$ 8,873.70	\$ 8,873.70	\$ 8,873.70	\$ 8,873.70
Total Base Bid (Items 1 -14)					\$ 1,217,077.00		\$ 867,624.00		\$ 754,990.00		\$ 672,852.52		\$ 701,841.52	

Indicates Mathematical Error Corrected by DBF

Indicates cost difference in alternative proposal



MOTION TO APPROVE No. 2022-02

A motion of the Mayor and Council of the Town of Berlin approving the recommended health care renewal with CareFirst.

Approved this _____ day of _____, 20____ by the Mayor and Council of the Town of Berlin, Maryland by affirmative vote of _____ to _____opposed, with _____abstaining.

Dean Burrell
Vice-President of the Council

Approved this _____ day of _____, 20____ by the Mayor of the Town of Berlin.

Zack Tyndall, Mayor
President of the Council

ATTEST: _____
Mary Bohlen
Deputy Town Administrator

Carefirst Alternative Renewal Loyalty Credit w/ HRA

Plan Name		BC HMO HRA MV4	BC HMO HRA MV4			BC Adv. HRA MV4	BC Adv. HRA MV2
Plan Type		OA HMO	OA HMO			POS	POS
		Member Pays:	Member Pays:			Member Pays:	Member Pays:
Deductible (Ind. / Fam)		\$5,000 / \$10,000	\$5,000 / \$10,000			\$5,000 / \$10,000	\$5,000 / \$10,000
Coinsurance (most services)		0%	0%			0%	30%
Rates	#				#		
Employee	29	\$571.98	\$644.81		1	\$638.67	\$683.40
Employee & Spouse	15	\$1,315.60	\$1,483.09		0	\$1,468.94	\$1,571.83
Employee & Child(ren)	3	\$1,058.19	\$1,192.92		2	\$1,181.53	\$1,264.29
Family	11	\$1,738.85	\$1,960.25		3	\$1,941.56	\$2,077.56
Monthly Totals	58	\$58,623.34	\$66,087.47		6	\$8,826.41	\$9,444.65
		Increase %	12.73%				7.00%
HRA - Ded. Funding	#	4,500 / 9,000	4,500 / 9,000		#	4,500 / 9,000	4,500 / 9,000
Monthly Totals	58	\$19,575.00	\$16,965.00		6	\$2,475.00	\$2,145.00
Utilization %		60%	52%			60%	52%
HRA - Coins. Funding	#	1,650 / 3,300	1,650 / 3,300		#	1,650 / 3,300	1,650 / 3,300
Monthly Totals	58	\$0.00	\$1,196.25		6	\$0.00	\$151.25
Utilization %		0%	10%			0%	10%
HRA Projection Change							
Current Budget						Annual	\$264,600.00
Projected Actual						Annual	\$234,944.00
Adjusted						Annual	\$245,490.00
Rates & HRA	#				#		
Employee	29	\$796.98	\$853.56		1	\$863.67	\$892.15
Employee + Spouse	15	\$1,765.60	\$1,900.59		0	\$1,918.94	\$1,989.33
Employee + Child(ren)	3	\$1,508.19	\$1,610.42		2	\$1,631.53	\$1,681.79
Family	11	\$2,188.85	\$2,377.75		3	\$2,391.56	\$2,495.06
Monthly Totals	58	\$78,198.34	\$84,248.72		6	\$11,301.41	\$11,740.90
		Increase %	7.74%				3.89%
						Current Monthly Total	\$89,499.75
						Annual Loyalty Credit	\$38,000.00
						Monthly Credit Adjusted	\$3,166.67
						Renewal Monthly Total w Credit	\$92,822.95
						Overall Increase %	3.71%

Adjustments:

- Slight plan modification plan to the Advantage health plan (no impact to employees)
- Reduce HRA budgets (above current actual but below 2021 budgets)

Results:

- No carrier change
- No employee benefit change
- No employee payroll deduction change
- Budget Impact:
 - 3.71% increase vs current
 - Annual increase: \$39,878

Berlin Fire Company

Quarterly Update

January 1 – March 31, 2022

OPERATIONS RESPONSE REPORT

Fire-Rescue

January 1 – March 31, 2022

In-Town Fire/Rescue Call Responses

39

45.3% of calls

(Out Town—47---54.7%)

Total Increase of 28 calls—48% increase

Fire-Rescue

January 1 – March 31, 2022

Busiest Day

Monday

Followed by Saturday

Busiest Times of Day

10 am to 11 am

Followed by 1 pm to 2 pm

Fire-Rescue

January 1 – March 31, 2022

Simultaneous Calls

14 times—2 OR more fire, rescue calls
occurring at the same time

Fire-Rescue

January 1 – March 31, 2022

Response Time

4.08 minutes

Total Decrease in Response Times
by 0.2 minutes (4.28)

County response time standard to respond from station is 6 minutes
pg 29-Matrix report—nine minutes or less to respond

ADMINISTRATIVE and FINANCIAL REPORT

Fire-Rescue

January 1 – March 31, 2022

Volunteer Manpower

Emergency Calls---1184.85 volunteer hours

Non-Emergency—Training, Meetings,
Fundraisers, etc.

1192.59 volunteer hours

TOTAL VOLUNTEER HOURS—2,377.44

Many other items—standby-administrative, etc.

Fire-Rescue

January 1 – March 31, 2022

- Revenue Budget Highlights

- Fund Raisers—

- Friday Night Dinners--\$6400

- accomplished goals of fundraising and minimal time to volunteers

- Received last quarter Town funding payment

Fire-Rescue

January 1 – March 31, 2022

- Expense Budget Highlights

Vehicle Fuel—currently over budget with one quarter remaining

Vehicle Maintenance—currently over budget with one quarter remaining---one engine pump repairs in progress

Building Repairs—at budget amount with one quarter remaining—plumbing repairs—1965 building

Increased costs for FY22-23 budget not in control of fire company—utilities-contracted services-parts

Requests from Surplus/ARPA Funds

- Breathing Apparatus
- Apparatus
- Rear Parking Lot

Capital Apparatus Replacement

Engines—33 and 23 years old

Another 15 years old

Rescue—22 years old

Berlin Fire Company Emergency Medical Services

Quarterly Update
January 1 – March 31, 2022

OPERATIONAL REPORT

EMS

January 1 – March 31, 2022

In-Town EMS Call Responses

252

62.38% of calls

(152 Out of Town-37.62%)

Increase from Last Yr +46 (+12.56%)

EMS

January 1 – March 31, 2022

In-Town

TRANSPORTS	166
------------	-----

65.88 %

NON-TRANSPORTS	86
----------------	----

(Out Town-86 trans—66 non)

EMS

January 1 – March 31, 2022

Busiest Days

Tuesday followed by Monday

Busiest Times of Day

10 am to 11 am

Followed by 12 pm to 2 pm

EMS

January 1 – March 31, 2022

Response Times

.94 minute average (56.4 seconds)

(This includes second run night time and third run calls that may be full volunteer response from home)

Increase in simultaneous calls—increased hospital times for offloading

Last Year – 1 minute (60 seconds)

(page 29-Matrix report—60 seconds for staffed station)

ADMINISTRATIVE AND FINANCIAL REPORT

EMS

January 1 – March 31, 2022

- Revenue Budget Highlights

Annual Drive—completed at budget projection

General Donations--\$1800 higher

OC Paramedic Foundation solicitation

Invoicing at projected revenue amount

Last Quarter Payment Received from Town for FY21-22

County Provided an additional \$115,000 for supplemental personnel

Added an Emergency Medical Technician/Firefighter

7 am to 7 pm—Daily

EMS

January 1 – March 31, 2022

- Expense Budget Highlights

Computer—over budget—2 tablet computers
needed on ambulances to complete patient
care reports--\$6250 total

Fuel—\$700 over projected quarterly expenses

Vehicle Maintenance/Repair--\$6000 over budget
with one quarter remaining—age of
units-cost increases

Payroll--\$12,000 overage due to filling shifts

EMS Capital Funds Summary

No Capital Funds for Ambulance Replacements

Replacements Due--2025-2027-2029

All County Funds Received for per ambulance allocation are being used to pay ambulance

Loan Payment—No Town Funds provided

Cardiac Monitors are at end of life—

\$80,000

EMS has NO contingency funds for emergencies

Request from Surplus or ARPA Funds

- Cardiac Monitors--\$40,000
- Event Response Vehicle--\$40,000
- Ambulance Replacements--\$630,000

Additional Staffing

It is imperative that we increase our staffing to four persons 24/7.

Town has planned for additional funds for these 2 positions but not for additional operating costs.



Check Run Reports for:

03.30.22

04.08.22

04.13.22

04.18.22

04.19.22

****Full Check Runs Available in Online Packet**



Town of Berlin, MD

Payment Register

APPKT02282 - 20220330SW

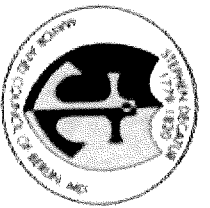
01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number	Vendor Name					Total Vendor Amount
0003138	CARD SERVICES CENTER					9,571.32
Payment Type	Payment Number	Payment Date	Payment Amount			
Bank Draft	DFT0000189	03/29/2022	1,726.85			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0397 FEB MAR FY 22	BOC CREDIT CARD IVY WELLS	03/24/2022	03/24/2022	0.00	1,726.85	
Bank Draft	DFT0000190	03/29/2022	146.19			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0371 FEB MAR FY 22	BOC CREDIT CARD MARY BOHLEN	03/24/2022	03/24/2022	0.00	146.19	
Bank Draft	DFT0000191	03/29/2022	11.60			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0504 FEB MAR FY 22	BOC CREDIT CARD JOANN UNGER	03/24/2022	03/24/2022	0.00	11.60	
Bank Draft	DFT0000192	03/29/2022	681.16			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0125 FEB MAR FY 22	BOC CREDIT CARD JEFF FLEETWOOD	03/24/2022	03/24/2022	0.00	681.16	
Bank Draft	DFT0000193	03/29/2022	103.20			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0454 FEB MAR FY 22	BOC CREDIT CARD MARVIN SMITH	03/24/2022	03/24/2022	0.00	103.20	
Bank Draft	DFT0000194	03/29/2022	395.40			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0488 FEB MAR FY 22	BOC CREDIT CARD MEGHAN PFALLER	03/24/2022	03/24/2022	0.00	395.40	
Bank Draft	DFT0000195	03/29/2022	1,340.33			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0595 FEB MAR 22	BOC CREDIT CARD JAMES CHARLES	03/24/2022	03/24/2022	0.00	1,340.33	
Bank Draft	DFT0000196	03/29/2022	1,134.67			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0421 FEB MAR FY 22	BOC CREDIT CARD ARNOLD DOWNING	03/24/2022	03/24/2022	0.00	1,134.67	
Bank Draft	DFT0000197	03/29/2022	505.90			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0413 FEB MAR FY 22	BOC CREDIT CARD JAMEY LATCHUM	03/24/2022	03/24/2022	0.00	505.90	
Bank Draft	DFT0000198	03/29/2022	85.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0389 FEB MAR FY 22	BOC CREDIT CARD TIM LAWRENCE	03/24/2022	03/24/2022	0.00	85.00	
Bank Draft	DFT0000199	03/29/2022	747.78			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0470 FEB MAR FY 22	BOC CREDIT CARD ROBERT CLARK	03/24/2022	03/24/2022	0.00	747.78	
Bank Draft	DFT0000200	03/29/2022	1,908.34			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0496 FEB MAR FY 22	BOC CREDIT CARD KELSEY JENSEN	03/24/2022	03/24/2022	0.00	1,908.34	
Bank Draft	DFT0000201	03/29/2022	784.90			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0117 FEB MAR FY 22	BOC CREDIT CARD AUGUST WIENHOLD	03/24/2022	03/24/2022	0.00	784.90	

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Manual Bank Draft	13	13	0.00	9,571.32
Packet Totals:		13	13	0.00	9,571.32



Town of Berlin, MD

Receipt Register

Invoice Detail

POPKT06814 - 20220330SW

Vendor Number 0003138
Vendor Name CARD SERVICES CENTER

Vendor Total Discount: 0.00 Invoice Total: 1,534.36

Invoice

Number 0397 FEB MAR FY 22-- Bank Code 1099 Single Chk On Hold Item Date Post Date Due Date Discount Date Amount Shipping Sales Tax Discount Invoice Total
Description: BOC CREDIT CARD IVY WELLS BOC AP Y 3/30/2022 3/30/2022 3/30/2022 3/30/2022 1,534.36 0.00 0.00 0.00 1,534.36

Purchase Order

Number 202200871 Description BOC CREDIT CARD IVY WELLS Status Received Issued Date 2/23/2022 Amount 1,534.36 Shipping 0.00 Sales Tax 0.00 PO Total 1,534.36

Received Item

Item AMAZON - JUNEENTH FLAG ANI Goods Commodity Code Receipt Status Units Price Amount Shipping Sales Tax Use Tax Discount Item Total
Complete 1.00 39.31 39.31 0.00 0.00 0.00 39.31

Distributions

Account OFFICE SUPPLIES Project Account Key Separate Sales Tax Dist. % Dist. Amount
100.00% 39.31

Received Item

Item BEACHBAYHERITAGE MEMBER Goods Commodity Code Receipt Status Units Price Amount Shipping Sales Tax Use Tax Discount Item Total
Complete 1.00 100.00 100.00 0.00 0.00 0.00 100.00

Distributions

Account DUES AND PUBLICATIONS Project Account Key Separate Sales Tax Dist. % Dist. Amount
100.00% 100.00

Received Item

Item BERLIN AUTO WASH Goods Commodity Code Receipt Status Units Price Amount Shipping Sales Tax Use Tax Discount Item Total
Complete 1.00 12.00 12.00 0.00 0.00 0.00 12.00

Distributions

Account VEHICLE MAINTENANCE Project Account Key Separate Sales Tax Dist. % Dist. Amount
100.00% 12.00

Received Item

Item CANVA - FAMIERS MARKET RAC Goods Commodity Code Receipt Status Units Price Amount Shipping Sales Tax Use Tax Discount Item Total
Complete 1.00 310.00 310.00 0.00 0.00 0.00 310.00

Distributions

Account MARKETING Project Account Key Separate Sales Tax Dist. % Dist. Amount
100.00% 310.00

Received Item

Item CANVA - PRO FEE Goods Commodity Code Receipt Status Units Price Amount Shipping Sales Tax Use Tax Discount Item Total
Complete 1.00 119.40 119.40 0.00 0.00 0.00 119.40

Distributions

Account MARKETING Project Account Key Separate Sales Tax Dist. % Dist. Amount
100.00% 119.40

Receipt Register

POPKT06814 - 20220330SW

Received Item		Commodity Code	Receipt Status	Units	Price	Amount	Shipping	Sales Tax	Use Tax	Discount	Item Total
Item	CONSTANT CONTACT FEE	Goods	Complete	1.00	68.90	68.90	0.00	0.00	0.00	0.00	68.90
Distributions											
Account	<u>01-5400-5727</u>	Account Name		MARKETING							
Project Account Key											
Separate Sales Tax		Separate Sales Tax		Dist. %		Dist. Amount					
100.00%						68.90					
Received Item											
Item	J A BOTTLESS WATER FEE	Commodity Code	Receipt Status	Units	Price	Amount	Shipping	Sales Tax	Use Tax	Discount	Item Total
		Goods	Complete	1.00	87.00	87.00	0.00	0.00	0.00	0.00	87.00
Distributions											
Account	<u>01-5400-5700</u>	Account Name		OFFICE SUPPLIES							
Project Account Key											
Separate Sales Tax		Separate Sales Tax		Dist. %		Dist. Amount					
100.00%						87.00					
Received Item											
Item	NATIONAL MAIN STREET CONF	Commodity Code	Receipt Status	Units	Price	Amount	Shipping	Sales Tax	Use Tax	Discount	Item Total
		Goods	Complete	1.00	440.00	440.00	0.00	0.00	0.00	0.00	440.00
Distributions											
Account	<u>01-5400-5621</u>	Account Name		EMPLOYEE TRAINING							
Project Account Key											
Separate Sales Tax		Separate Sales Tax		Dist. %		Dist. Amount					
100.00%						440.00					
Received Item											
Item	SIGNS ON THE CHEAP - TAKE PF	Commodity Code	Receipt Status	Units	Price	Amount	Shipping	Sales Tax	Use Tax	Discount	Item Total
		Goods	Complete	1.00	357.75	357.75	0.00	0.00	0.00	0.00	357.75
Distributions											
Account	<u>01-5500-5730</u>	Account Name		SUPPLIES AND OPERATIONS							
Project Account Key											
Separate Sales Tax		Separate Sales Tax		Dist. %		Dist. Amount					
100.00%						357.75					

Packet Totals Vendors: 1 Invoices: 1 Purchase Orders: 1 Amount: 1,534.36 Shipping: 0.00 Tax: 0.00 Discount: 0.00 Total Amount: 1,534.36

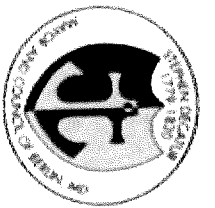
Summaries

Purchase Order Summary

Purchase Order Number	Description	Invoice Amount	Invoice Shipping	Invoice Sales Tax	Invoice Discount	Invoice Total
<u>202200871</u>	BOC CREDIT CARD IVY WELLS	1,534.36	0.00	0.00	0.00	1,534.36
	Total:	1,534.36	0.00	0.00	0.00	1,534.36

Bank Code Summary

Bank Code	Invoice Amount	Invoice Shipping	Invoice Sales Tax	Invoice Discount	Invoice Total
BOC AP	1,534.36	0.00	0.00	0.00	1,534.36
Total:	1,534.36	0.00	0.00	0.00	1,534.36



Town of Berlin, MD

Receipt Register

Invoice Detail
POPKT06812 - test

Vendor Number	0003138	Vendor Name	CARD SERVICES CENTER	Vendor Total Discount:	0.00	Invoice Total:	161.34
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Invoice Number	INV0000383	Bank Code	BOC AP	1099 Single Chk	Y	On Hold	Item Date	3/30/2022	Post Date	3/30/2022	Due Date	3/30/2022	Discount Date	3/30/2022	Amount	161.34	Shipping	0.00	Sales Tax	0.00	Discount	0.00	Invoice Total	161.34
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Description:	BOC CREDIT CARD IVY WELLS	Purchase Order Number	202200871	Description	BOC CREDIT CARD IVY WELLS	Status	Partially Received	Issued Date	2/23/2022	Amount	161.34	Shipping	0.00	Sales Tax	0.00	PO Total	161.34
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Received Item	Item	Commodity Code	Receipt Status	Units	Price	Amount	Shipping	Sales Tax	Use Tax	Discount	Item Total
BANNERSONTHECHEAP - TAKE 1	Goods		Complete	1.00	161.34	161.34	0.00	0.00	0.00	0.00	161.34
Distributions	Account	Account Name	Project Account Key	Separate Sales Tax	Dist. %	Dist. Amount					
	01-5500-5730	SUPPLIES AND OPERATIONS			100.00%	161.34					

Packet Totals	Vendors: 1	Invoices: 1	Purchase Orders: 1	Amount: 161.34	Shipping: 0.00	Tax: 0.00	Discount: 0.00	Total Amount: 161.34
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Purchase Order Number		Description		Invoice Amount		Invoice Shipping		Invoice Sales Tax		Invoice Discount		Invoice Total	
202200871		BOC CREDIT CARD IVY WELLS		161.34		0.00		0.00		0.00		161.34	
Total:				161.34		0.00		0.00		0.00		161.34	

Bank Code		Invoice Amount		Invoice Shipping		Invoice Sales Tax		Invoice Discount		Invoice Total	
BOC AP		161.34		0.00		0.00		0.00		161.34	
Total:		161.34		0.00		0.00		0.00		161.34	



Town of Berlin, MD

Payment Register

APPKT02288 - 20220330SW

01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number Vendor Name
0003138 CARD SERVICES CENTER

Total Vendor Amount

1,695.70

Payment Type Payment Number

Bank Draft DFT0000203

Payable Number

INV0000383

Description

BOC CREDIT CARD IVY WELLS

Payable Date

03/30/2022

Due Date

03/30/2022

Payment Date

03/30/2022

Payment Amount

161.34

Discount Amount

0.00

Payable Amount

161.34

Bank Draft DFT0000204

Payable Number

0397 FEB MAR FY 22

Description

BOC CREDIT CARD IVY WELLS

Payable Date

03/30/2022

Due Date

03/30/2022

Payment Date

03/30/2022

Payment Amount

1,534.36

Discount Amount

0.00

Payable Amount

1,534.36

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Manual Bank Draft	2	2	0.00	1,695.70
Packet Totals:		2	2	0.00	1,695.70



Town of Berlin, MD

Check Register

Packet: APPKT02288 - 20220330SW

J 4/8/22

mrb 4/8/22

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: BOC AP-BOC AP Checks						
0003138	CARD SERVICES CENTER	03/30/2022	Bank Draft	0.00	161.34	DFT0000203
0003138	CARD SERVICES CENTER	03/30/2022	Bank Draft	0.00	1,534.36	DFT0000204

Ivy Wells

Bank Code BOC AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	2	2	0.00	1,695.70
EFT's	0	0	0.00	0.00
	2	2	0.00	1,695.70



Town of Berlin, MD

Payment Register

APPKT02282 - 20220330SW

01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number	Vendor Name					Total Vendor Amount
0003138	CARD SERVICES CENTER					9,571.32
Payment Type	Payment Number	Payment Date	Payment Amount			
Bank Draft	DFT0000189	03/29/2022	1,726.85			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0397 FEB MAR FY 22	BOC CREDIT CARD IVY WELLS <i>wrong amount</i>	03/24/2022	03/24/2022	0.00	1,726.85	
Bank Draft	DFT0000190	03/29/2022	146.19			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0371 FEB MAR FY 22	BOC CREDIT CARD MARY BOHLEN	03/24/2022	03/24/2022	0.00	146.19	
Bank Draft	DFT0000191	03/29/2022	11.60			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0504 FEB MAR FY 22	BOC CREDIT CARD JOANN UNGER	03/24/2022	03/24/2022	0.00	11.60	
Bank Draft	DFT0000192	03/29/2022	681.16			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0125 FEB MAR FY 22	BOC CREDIT CARD JEFF FLEETWOOD	03/24/2022	03/24/2022	0.00	681.16	
Bank Draft	DFT0000193	03/29/2022	103.20			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0454 FEB MAR FY 22	BOC CREDIT CARD MARVIN SMITH	03/24/2022	03/24/2022	0.00	103.20	
Bank Draft	DFT0000194	03/29/2022	395.40			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0488 FEB MAR FY 22	BOC CREDIT CARD MEGHAN PFALLER	03/24/2022	03/24/2022	0.00	395.40	
Bank Draft	DFT0000195	03/29/2022	1,340.33			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0595 FEB MAR 22	BOC CREDIT CARD JAMES CHARLES	03/24/2022	03/24/2022	0.00	1,340.33	
Bank Draft	DFT0000196	03/29/2022	1,134.67			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0421 FEB MAR FY 22	BOC CREDIT CARD ARNOLD DOWNING	03/24/2022	03/24/2022	0.00	1,134.67	
Bank Draft	DFT0000197	03/29/2022	505.90			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0413 FEB MAR FY 22	BOC CREDIT CARD JAMEY LATCHUM	03/24/2022	03/24/2022	0.00	505.90	
Bank Draft	DFT0000198	03/29/2022	85.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0389 FEB MAR FY 22	BOC CREDIT CARD TIM LAWRENCE	03/24/2022	03/24/2022	0.00	85.00	
Bank Draft	DFT0000199	03/29/2022	747.78			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0470 FEB MAR FY 22	BOC CREDIT CARD ROBERT CLARK	03/24/2022	03/24/2022	0.00	747.78	
Bank Draft	DFT0000200	03/29/2022	1,908.34			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0496 FEB MAR FY 22	BOC CREDIT CARD KELSEY JENSEN	03/24/2022	03/24/2022	0.00	1,908.34	
Bank Draft	DFT0000201	03/29/2022	784.90			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0117 FEB MAR FY 22	BOC CREDIT CARD AUGUST WIENHOLD	03/24/2022	03/24/2022	0.00	784.90	

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Manual Bank Draft	13	13	0.00	9,571.32
	Packet Totals:	13	13	0.00	9,571.32



Town of Berlin, MD

Check Register

Packet: APPKT02282 - 20220330SW

J 4/8/22

mkb 4/8/22 By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: BOC AP-BOC AP Checks						
0003138	CARD SERVICES CENTER	03/29/2022	<i>see attached</i> Bank Draft <i>wrong amount</i>	0.00	<i>VOIDED</i> 1,726.85	DFT0000189
0003138	CARD SERVICES CENTER	03/29/2022	Bank Draft	0.00	146.19	DFT0000190
0003138	CARD SERVICES CENTER	03/29/2022	Bank Draft	0.00	11.60	DFT0000191
0003138	CARD SERVICES CENTER	03/29/2022	Bank Draft	0.00	681.16	DFT0000192
0003138	CARD SERVICES CENTER	03/29/2022	Bank Draft	0.00	103.20	DFT0000193
0003138	CARD SERVICES CENTER	03/29/2022	Bank Draft	0.00	395.40	DFT0000194
0003138	CARD SERVICES CENTER	03/29/2022	Bank Draft	0.00	1,340.33	DFT0000195
0003138	CARD SERVICES CENTER	03/29/2022	Bank Draft	0.00	1,134.67	DFT0000196
0003138	CARD SERVICES CENTER	03/29/2022	Bank Draft	0.00	505.90	DFT0000197
0003138	CARD SERVICES CENTER	03/29/2022	Bank Draft	0.00	85.00	DFT0000198
0003138	CARD SERVICES CENTER	03/29/2022	Bank Draft	0.00	747.78	DFT0000199
0003138	CARD SERVICES CENTER	03/29/2022	Bank Draft	0.00	1,908.34	DFT0000200
0003138	CARD SERVICES CENTER	03/29/2022	Bank Draft	0.00	784.90	DFT0000201

Bank Code BOC AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	13	13	0.00	9,571.32
EFT's	0	0	0.00	0.00
	13	13	0.00	9,571.32



Town of Berlin, MD

Payment Reversal Register

APPKT02284 - Auto Process - AP Reversal

Canceled Payables

Vendor Set: 01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number **Vendor Name**
0003138 CARD SERVICES CENTER

Payment Type **Payment Number**
Bank Draft DFT0000189

Payable Number:
0397 FEB MAR FY 22

Description
BOC CREDIT CARD IVY WELLS

Total Vendor Amount
-1,726.85

Original Payment Date	Reversal Date	Cancel Date	Payment Amount
03/29/2022	03/30/2022	03/30/2022	-1,726.85
Payable Date	Due Date	Payable Amount	
03/24/2022	03/24/2022	1,726.85	

Bank Code Summary

Bank Code	Canceled Payables	Payables Left To Pay Again	Total
BOC AP	-1,726.85	0.00	-1,726.85
Report Total:	-1,726.85	0.00	-1,726.85



Town of Berlin, MD

Payment Reversal Register

APPKT02284 - Auto Process - AP Reversal

Canceled Payables

Vendor Set: 01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number Vendor Name
0003138 CARD SERVICES CENTER

Total Vendor Amount

-1,726.85

Payment Type Payment Number
Bank Draft DFT0000189

Original Payment Date	Reversal Date	Cancel Date	Payment Amount
03/29/2022	03/30/2022	03/30/2022	-1,726.85

Payable Number:

0397 FEB MAR FY 22

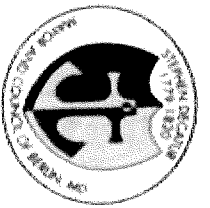
Description

BOC CREDIT CARD IVY WELLS

Payable Date	Due Date	Payable Amount
03/24/2022	03/24/2022	1,726.85

Bank Code Summary

Bank Code	Canceled Payables	Payables Left To Pay Again	Total
BOC AP	-1,726.85	0.00	-1,726.85
Report Total:	-1,726.85	0.00	-1,726.85



Town of Berlin, MD

Took off Payable

Payable Change Register

Change Details

APPKT02289 - 20220330SW

Payable	Payable Description	Vendor	Bank Code	Payable Date	Due Date	Discount Date	Amount	Shipping	SalesTax	Discount	Total Payable
0397 FEB MAR FY 22-	BOC CREDIT CARD IVY WELLS	9003138 - CARD SERVICES CENTER	BOC AP	3/30/2022	3/30/2022	3/30/2022	-1,726.85	0.00	0.00	0.00	-1,726.85
Change Description: CORRECT CREDIT CARD PAYMENT 0397 FEB MAR FY 22											
Change Reason: CORRECT CREDIT CARD PAYMENT 0397 FEB MAR FY 22											
Cancel Payable:							Y	Change Date: 3/30/2022			

Account Summary

Account	Changed From	Changed To	Canceled	Difference
<u>01-5400-5257</u>	-12.00	0.00	-12.00	-12.00
<u>01-5400-5620</u>	-100.00	0.00	-100.00	-100.00
<u>01-5400-5621</u>	-440.00	0.00	-440.00	-440.00
<u>01-5400-5700</u>	-126.31	0.00	-126.31	-126.31
<u>01-5400-5727</u>	-498.30	0.00	-498.30	-498.30
<u>01-5500-5730</u>	-550.24	0.00	-550.24	-550.24
Packet Totals:	-1,726.85	0.00	-1,726.85	-1,726.85

Fund Summary

Fund	Changed From	Changed To	Canceled	Difference
01	-1,726.85	0.00	-1,726.85	-1,726.85
Packet Totals:	-1,726.85	0.00	-1,726.85	-1,726.85



Town of Berlin, MD

Payment Register

APPKT02295 - 20220408SW

01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number	Vendor Name					Total Vendor Amount
0000088	AFFORDABLE BUSINESS SYSTEMS					1,379.69
Payment Type	Payment Number					
Check						
Payable Number	Description	Payable Date	Due Date	Payment Date	Payment Amount	
IN187116,117,118,286	OFFICE EQUIPMENT LEASING AND OVERAGES	04/07/2022	04/07/2022	04/08/2022	1,379.69	
				Discount Amount	Payable Amount	
				0.00	1,379.69	

Vendor Number	Vendor Name					Total Vendor Amount
0000323	BERLIN AUTOMOTIVE					168.15
Payment Type	Payment Number					
Check						
Payable Number	Description	Payable Date	Due Date	Payment Date	Payment Amount	
396919,396914	TOOLS,PARTS AND OTHER SUPPLIES	04/07/2022	04/07/2022	04/08/2022	168.15	
				Discount Amount	Payable Amount	
				0.00	168.15	

Vendor Number	Vendor Name					Total Vendor Amount
0000334	BERLIN FIRE CO					10,674.00
Payment Type	Payment Number					
Check						
Payable Number	Description	Payable Date	Due Date	Payment Date	Payment Amount	
04052022	SENATOR AMOSS GRANT FUND PASS THROUGH	04/07/2022	04/07/2022	04/08/2022	10,674.00	
				Discount Amount	Payable Amount	
				0.00	10,674.00	

Vendor Number	Vendor Name					Total Vendor Amount
0000455	CARD'S TECHNOLOGY					1,215.40
Payment Type	Payment Number					
Check						
Payable Number	Description	Payable Date	Due Date	Payment Date	Payment Amount	
49702	MICROSOFT OFFICE 365 FY 2022	04/07/2022	04/07/2022	04/08/2022	1,215.40	
				Discount Amount	Payable Amount	
				0.00	1,215.40	

Vendor Number	Vendor Name					Total Vendor Amount
0000534	CJIS-CR					861.75
Payment Type	Payment Number					
Check						
Payable Number	Description	Payable Date	Due Date	Payment Date	Payment Amount	
APP-3M-027	FINGERPRINTING	04/07/2022	04/07/2022	04/08/2022	861.75	
				Discount Amount	Payable Amount	
				0.00	861.75	

Vendor Number	Vendor Name					Total Vendor Amount
0000570	COLLINS JESSICA					345.00
Payment Type	Payment Number					
Check						
Payable Number	Description	Payable Date	Due Date	Payment Date	Payment Amount	
-PER DIEM	MEALS- UNDERCOVER CONCEPTS AND TECHNIQUES	04/07/2022	04/07/2022	04/08/2022	345.00	
				Discount Amount	Payable Amount	
				0.00	345.00	

Vendor Number	Vendor Name					Total Vendor Amount
0000572	COMCAST					216.70
Payment Type	Payment Number					
Check						
Payable Number	Description	Payable Date	Due Date	Payment Date	Payment Amount	
41 016 0042978 APR FY 22	COMCAST INTERNET & DIGITAL SVC	04/07/2022	04/07/2022	04/08/2022	216.70	
				Discount Amount	Payable Amount	
				0.00	216.70	

Payment Register
APPKT02295 - 20220408SW

Vendor Number	Vendor Name					Total Vendor Amount
0003411	CROPPER FARM LLC					225.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/08/2022	225.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
REFUND	FARMERS MARKET FEE REFUND	04/07/2022	04/07/2022	0.00	225.00	
Vendor Number	Vendor Name					Total Vendor Amount
0000697	DELAWARE ELEVATOR SERVICE INC					682.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/08/2022	682.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
350039	ANNUAL CONTRACT PRICING FOR DE ELEVATOR	04/07/2022	04/07/2022	0.00	682.00	
Vendor Number	Vendor Name					Total Vendor Amount
0000712	DELMARVA K9 LLC					40.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/08/2022	40.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
B005746	BOARDING LUKE	04/07/2022	04/07/2022	0.00	40.00	
Vendor Number	Vendor Name					Total Vendor Amount
0000794	EASTERN SHORE COFFEE					26.25
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/08/2022	26.25			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
357402,260198,263643	DRINKING WATER AND WATER COOLER RENTAL FEES	04/07/2022	04/07/2022	0.00	26.25	
Vendor Number	Vendor Name					Total Vendor Amount
0003409	EFFECTV					772.25
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/08/2022	772.25			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
ES2782329	TV ADVERTISING (GRANT REIMBURSED)	04/07/2022	04/07/2022	0.00	772.25	
Vendor Number	Vendor Name					Total Vendor Amount
0000907	FLAG PUBLICATIONS INC					26.25
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/08/2022	26.25			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
346064	RESOLUTION 2022-04 AD FLAG PUBLICATIONS INC	04/07/2022	04/07/2022	0.00	26.25	
Vendor Number	Vendor Name					Total Vendor Amount
0000977	GREAT AMERICA FINANCIAL					212.64
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/08/2022	137.04			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
31389804	MONTHLY LEASING - OFFICE EQUIPMENT	04/07/2022	04/07/2022	0.00	137.04	
Check		04/08/2022	75.60			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
31389805	EQUIP. LEASE FOR TOWN HALL, FINANCE, AND PLANNING	04/07/2022	04/07/2022	0.00	75.60	
Vendor Number	Vendor Name					Total Vendor Amount
0001080	IRIE RADIO INC					450.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/08/2022	450.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
643-00023-0013	MONTHLY RADIO ADVERTISING	04/07/2022	04/07/2022	0.00	450.00	

Payment Register
APPKT02295 - 20220408SW

Vendor Number	Vendor Name	Total Vendor Amount			
0001083	J & A BOTTLELESS WATER COOLERS INC	150.00			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		04/08/2022	150.00		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
61573	TOWN HALL WATER COOLERS	04/07/2022	04/07/2022	0.00	150.00
Vendor Number	Vendor Name	Total Vendor Amount			
0003109	JAMES BRADFORD FARM TRUST	2,022.50			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		04/08/2022	2,022.50		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
APRIL BOND PAYMENT	BOUNDS SPRAY SITE BOND	04/07/2022	04/07/2022	0.00	2,022.50
Vendor Number	Vendor Name	Total Vendor Amount			
0003110	JESSE JONES FARM TRUST	2,022.50			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		04/08/2022	2,022.50		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
APRIL BOND PAYMENT	BOUNDS SPRAY SITE BOND	04/07/2022	04/07/2022	0.00	2,022.50
Vendor Number	Vendor Name	Total Vendor Amount			
0001495	MIDDLE DEPARTMENT INSPECTION AGENCY	284.00			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		04/08/2022	284.00		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
147415	INSPECTION SERVICES	04/07/2022	04/07/2022	0.00	284.00
Vendor Number	Vendor Name	Total Vendor Amount			
0001565	NATIONWIDE RETIREMENT SOLUTIONS	4,524.96			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		04/08/2022	4,524.96		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
PPE 04/01/2022	EMPLOYEE CONTRIBUTIONS FOR NATIONWIDE 457	04/08/2022	04/08/2022	0.00	4,524.96
Vendor Number	Vendor Name	Total Vendor Amount			
0001625	ONE CALL CONCEPTS, INC.	76.09			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		04/08/2022	76.09		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
2036160	MISS UTILITY TICKETS	04/07/2022	04/07/2022	0.00	76.09
Vendor Number	Vendor Name	Total Vendor Amount			
0001677	PENINSULA DRY CLEANERS, INC	121.50			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		04/08/2022	121.50		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
20-3662	MONTHLY DRY CLEANING SERVICE	04/07/2022	04/07/2022	0.00	121.50
Vendor Number	Vendor Name	Total Vendor Amount			
0001757	RACETRACK AUTO CENTER	318.05			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		04/08/2022	318.05		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
140415	REAR BRAKE AND PAD 6747	04/07/2022	04/07/2022	0.00	318.05

Payment Register
APPKT02295 - 20220408SW

Vendor Number	Vendor Name					Total Vendor Amount
0003171	RICKY JARMON					866.71
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/08/2022	866.71			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
MARCH FY 22	MONTHLY CLEANING SERVICE - POLICE DEPT	04/07/2022	04/07/2022	0.00	866.71	
Vendor Number	Vendor Name					Total Vendor Amount
0003245	SNOW HILL VETERINARY SVCS LLC					593.50
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/08/2022	593.50			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
04052022	VET BILL LUKE	04/07/2022	04/07/2022	0.00	593.50	
Vendor Number	Vendor Name					Total Vendor Amount
0001998	STAPLES CREDIT PLAN					32.34
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/08/2022	32.34			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
3033457501,3033709151	STAPLES OFFICE SUPPLIES	04/07/2022	04/07/2022	0.00	32.34	
Vendor Number	Vendor Name					Total Vendor Amount
0002005	STATE VENTURES LLC					750.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/08/2022	750.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
09-8651	ADVERTISING AND PROMOTIONS ON OCEAN CITY.COM	04/07/2022	04/07/2022	0.00	750.00	
Vendor Number	Vendor Name					Total Vendor Amount
0002460	THE TAYLOR HOUSE MUSEUM					250.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/08/2022	250.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
04062022	POLLINATOR GARDEN SPONSORSHIP	04/07/2022	04/07/2022	0.00	250.00	
Vendor Number	Vendor Name					Total Vendor Amount
0002185	TYLER TECHNOLOGIES INC					3,213.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/08/2022	3,213.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
025-374746	TYLER SOFTWARE SUPPORT	04/07/2022	04/07/2022	0.00	3,213.00	
Vendor Number	Vendor Name					Total Vendor Amount
0002205	UNITED WAY OF THE EASTERN SHORE					40.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/08/2022	40.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
PPF 04/01/2022	UNITED WAY EMPLOYEE CONTRIBUTION	04/08/2022	04/08/2022	0.00	40.00	
Vendor Number	Vendor Name					Total Vendor Amount
0002213	UNSCENE PRODUCTIONS					1,000.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/08/2022	1,000.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
549	BERLIN POLICE DEPT 30 SECOND RECRUITMENT VIDEO	04/08/2022	04/08/2022	0.00	1,000.00	

Payment Register**APPKT02295 - 20220408SW**

Vendor Number	Vendor Name	Total Vendor Amount			
<u>0002252</u>	VERIZON WIRELESS-720117503-00001	527.53			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		04/08/2022	527.53		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
<u>99025783563</u>	MDT CARD FEE	04/07/2022	04/07/2022	0.00	527.53

Vendor Number	Vendor Name	Total Vendor Amount			
<u>0002363</u>	WORCESTER COUNTY LANDFILL	13,315.50			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		04/08/2022	13,315.50		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
<u>124 MAR FY 22</u>	REFUSE, RECYCLE AND CAN PULLS	04/07/2022	04/07/2022	0.00	13,315.50

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Check	34	34	0.00	47,403.26
Packet Totals:		34	34	0.00	47,403.26



Town of Berlin, MD

Check Register

Packet: APPKT02295 - 20220408SW

4/8/22

mrb *4/8/22*
By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: BOC AP-BOC AP Checks						
0000088	AFFORDABLE BUSINESS SYSTEMS	04/08/2022	Regular	0.00	1,379.69	22040
0000323	BERLIN AUTOMOTIVE	04/08/2022	Regular	0.00	168.15	22041
0000334	BERLIN FIRE CO	04/08/2022	Regular	0.00	10,674.00	22042
0000455	CARD'S TECHNOLOGY	04/08/2022	Regular	0.00	1,215.40	22043
0000534	CJIS-CR	04/08/2022	Regular	0.00	861.75	22044
0000570	COLLINS JESSICA	04/08/2022	Regular	0.00	345.00	22045
0000572	COMCAST	04/08/2022	Regular	0.00	216.70	22046
0003411	CROPPER FARM LLC	04/08/2022	Regular	0.00	225.00	22047
0000697	DELAWARE ELEVATOR SERVICE INC	04/08/2022	Regular	0.00	682.00	22048
0000712	DELMARVA K9 LLC	04/08/2022	Regular	0.00	40.00	22049
0000794	EASTERN SHORE COFFEE	04/08/2022	Regular	0.00	26.25	22050
0003409	EFFECTV	04/08/2022	Regular	0.00	772.25	22051
0000907	FLAG PUBLICATIONS INC	04/08/2022	Regular	0.00	26.25	22052
0000977	GREAT AMERICA FINANCIAL	04/08/2022	Regular	0.00	75.60	22053
0000977	GREAT AMERICA FINANCIAL	04/08/2022	Regular	0.00	137.04	22054
0001080	IRIE RADIO INC	04/08/2022	Regular	0.00	450.00	22055
0001083	J & A BOTTLELESS WATER COOLERS	04/08/2022	Regular	0.00	150.00	22056
0003109	JAMES BRADFORD FARM TRUST	04/08/2022	Regular	0.00	2,022.50	22057
0003110	JESSE JONES FARM TRUST	04/08/2022	Regular	0.00	2,022.50	22058
0001495	MIDDLE DEPARTMENT INSPECTION	04/08/2022	Regular	0.00	284.00	22059
0001565	NATIONWIDE RETIREMENT SOLUTIC	04/08/2022	Regular	0.00	4,524.96	22060
0001625	ONE CALL CONCEPTS, INC.	04/08/2022	Regular	0.00	76.09	22061
0001677	PENINSULA DRY CLEANERS, INC	04/08/2022	Regular	0.00	121.50	22062
0001757	RACETRACK AUTO CENTER	04/08/2022	Regular	0.00	318.05	22063
0003171	RICKY JARMON	04/08/2022	Regular	0.00	866.71	22064
0003245	SNOW HILL VETERINARY SVCS LLC	04/08/2022	Regular	0.00	593.50	22065
0001998	STAPLES CREDIT PLAN	04/08/2022	Regular	0.00	32.34	22066
0002005	STATE VENTURES LLC	04/08/2022	Regular	0.00	750.00	22067
0002460	THE TAYLOR HOUSE MUSEUM	04/08/2022	Regular	0.00	250.00	22068
0002185	TYLER TECHNOLOGIES INC	04/08/2022	Regular	0.00	3,213.00	22069
0002205	UNITED WAY OF THE EASTERN SHO	04/08/2022	Regular	0.00	40.00	22070
0002213	UNSCENE PRODUCTIONS	04/08/2022	Regular	0.00	1,000.00	22071
0002252	VERIZON WIRELESS-720117503-000	04/08/2022	Regular	0.00	527.53	22072
0002363	WORCESTER COUNTY LANDFILL	04/08/2022	Regular	0.00	13,315.50	22073

Bank Code BOC AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	34	34	0.00	47,403.26
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
	34	34	0.00	47,403.26



Town of Berlin, MD

Payment Register

APPKT02299 - 20220413SW

01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number	Vendor Name					Total Vendor Amount
0000032	A.E. MOORE JANITORIAL					123.30
Payment Type	Payment Number					Payment Date
Check						04/13/2022
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	Payment Amount
413903	JANITORIAL SUPPLIES	04/12/2022	04/12/2022	0.00	123.30	123.30

Vendor Number	Vendor Name					Total Vendor Amount
0000158	AN ANGEL'S TOUCH CLEANING SERVICES					1,000.00
Payment Type	Payment Number					Payment Date
Check						04/13/2022
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	Payment Amount
1976	CLEANING SERVICE FOR TOWN OF BERLIN BATHROOMS	04/11/2022	04/11/2022	0.00	1,000.00	1,000.00

Vendor Number	Vendor Name					Total Vendor Amount
0000192	APPLIED CONCEPTS, INC.					1,994.50
Payment Type	Payment Number					Payment Date
Check						04/13/2022
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	Payment Amount
S271071	REPLACEMENT LIDAR UNIT	04/12/2022	04/12/2022	0.00	1,994.50	1,994.50

Vendor Number	Vendor Name					Total Vendor Amount
0000246	ATLANTIC PUMPING INC.					612.50
Payment Type	Payment Number					Payment Date
Check						04/13/2022
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	Payment Amount
355330	PUMP WEST ST	04/13/2022	04/13/2022	0.00	612.50	612.50

Vendor Number	Vendor Name					Total Vendor Amount
0000249	ATLANTIC TRACTOR					1,717.38
Payment Type	Payment Number					Payment Date
Check						04/13/2022
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	Payment Amount
P32732	PARTS FOR ZERO TURN MOWER	04/12/2022	04/12/2022	0.00	1,717.38	1,717.38

Vendor Number	Vendor Name					Total Vendor Amount
0000393	BOHLEN MARY					74.19
Payment Type	Payment Number					Payment Date
Check						04/13/2022
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	Payment Amount
REFUND	TARGET - COLLAPSIBLE WAGON FOR PARK EVENTS	04/11/2022	04/11/2022	0.00	74.19	74.19

Vendor Number	Vendor Name					Total Vendor Amount
0000394	BOOTH & ASSOCIATES INC					10,422.00
Payment Type	Payment Number					Payment Date
Check						04/13/2022
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	Payment Amount
54169	PROJ 226793 ELECTRIC RATE SERVICES	04/12/2022	04/12/2022	0.00	9,680.00	9,680.00
54170	PROJ 227175 MISC ENG TOWN OF BERLIN	04/12/2022	04/12/2022	0.00	742.00	742.00

Payment Register
APPKT02299 - 20220413SW

Vendor Number	Vendor Name					Total Vendor Amount
0000455	CARD'S TECHNOLOGY					201.64
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/13/2022	201.64			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
49747	FOXIT ANNUAL LICENSING	04/13/2022	04/13/2022	0.00	201.64	
Vendor Number	Vendor Name					Total Vendor Amount
0003317	CARTER MACHINERY COMPANY INC					960.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/13/2022	960.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1086435	SERVICE GENERATORS ANNUAL	04/13/2022	04/13/2022	0.00	160.00	
1086436	SERVICE GENERATORS ANNUAL	04/13/2022	04/13/2022	0.00	160.00	
1086437	SERVICE GENERATORS ANNUAL	04/13/2022	04/13/2022	0.00	160.00	
1086438	SERVICE GENERATORS ANNUAL	04/13/2022	04/13/2022	0.00	160.00	
1086439	SERVICE GENERATORS ANNUAL	04/13/2022	04/13/2022	0.00	160.00	
1086440	SERVICE GENERATORS ANNUAL	04/13/2022	04/13/2022	0.00	160.00	
Vendor Number	Vendor Name					Total Vendor Amount
0000480	CATO OIL CO., INC.					12,617.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/13/2022	12,617.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
2209001	TOWN VEHICLE GAS	04/12/2022	04/12/2022	0.00	12,617.00	
Vendor Number	Vendor Name					Total Vendor Amount
0000496	CHEMSEARCH					258.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/13/2022	258.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
7728815	YIELD	04/13/2022	04/13/2022	0.00	258.00	
Vendor Number	Vendor Name					Total Vendor Amount
0000529	CINTAS FIRST AID & SAFETY					244.82
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/13/2022	244.82			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
5101527301	FIRST AID AND OTHER SUPPLIES	04/11/2022	04/11/2022	0.00	135.89	
8405627934	FIRST AID CABINET	04/13/2022	04/13/2022	0.00	108.93	
Vendor Number	Vendor Name					Total Vendor Amount
0002647	CINTAS RUGS					448.78
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/13/2022	448.78			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
4115433900	ANNUAL RUG SERVICE	04/13/2022	04/13/2022	0.00	21.97	
MARCH FY 22	CLEAN RUGS, AND RAGS	04/13/2022	04/13/2022	0.00	426.81	
Vendor Number	Vendor Name					Total Vendor Amount
0000581	COMPTROLLER OF MARYLAND					227,040.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/13/2022	227,040.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
COMPLIANCE FY 2022	"RPS COMPLIANCE FEE REMITTANCE REPORT"	04/13/2022	04/13/2022	0.00	227,040.00	

Payment Register
APPKT02299 - 20220413SW

Vendor Number	Vendor Name						Total Vendor Amount	
0000622	CROPPERS INC						718.34	
Payment Type	Payment Number						Payment Date	Payment Amount
Check							04/13/2022	718.34
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount			
10341	CHECK ENGINE LIGHT	04/13/2022	04/13/2022	0.00	718.34			
Vendor Number	Vendor Name						Total Vendor Amount	
0000678	DAVIS, BOWEN & FRIEDEL						20,433.21	
Payment Type	Payment Number						Payment Date	Payment Amount
Check							04/13/2022	20,433.21
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount			
164072	PROJ 0050A002-001 MUNICIPAL PROJECTS	04/12/2022	04/12/2022	0.00	1,370.00			
164073	PROJ 0050A002.009 PURNELL CROSSING	04/12/2022	04/12/2022	0.00	745.00			
164074	PROJ 0050A002.062 BERLIN AUTOZONE	04/12/2022	04/12/2022	0.00	3,109.13			
164075	PROJ 0050A002.069 BRANCH STREET WELL#3	04/12/2022	04/12/2022	0.00	2,336.58			
164076	PROJ 0050A002.070 SMART METER UPGRADE PROJECT	04/12/2022	04/12/2022	0.00	1,547.50			
164077	PROJ 0050A114.A01 PUMP STATION REHAB - WM STREE	04/12/2022	04/12/2022	0.00	1,725.00			
164078	PROJ 0050A115.A01 STEPHEN DECATUR PK COMFORT ST	04/12/2022	04/12/2022	0.00	9,600.00			
Vendor Number	Vendor Name						Total Vendor Amount	
0000770	DOVER PLUMBING						690.80	
Payment Type	Payment Number						Payment Date	Payment Amount
Check							04/13/2022	690.80
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount			
166579	METER VALVES	04/13/2022	04/13/2022	0.00	690.80			
Vendor Number	Vendor Name						Total Vendor Amount	
0000794	EASTERN SHORE COFFEE						61.91	
Payment Type	Payment Number						Payment Date	Payment Amount
Check							04/13/2022	61.91
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount			
624233	DRINKING WATER AND WATER COOLER RENTAL FEES	04/12/2022	04/12/2022	0.00	20.97			
624233, 624576	DISTILLED WATER	04/11/2022	04/11/2022	0.00	40.94			
Vendor Number	Vendor Name						Total Vendor Amount	
0000807	ECONO SIGNS LLC						1,040.30	
Payment Type	Payment Number						Payment Date	Payment Amount
Check							04/13/2022	1,040.30
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount			
10-973376	25 MPH SIGN	04/11/2022	04/11/2022	0.00	1,040.30			
Vendor Number	Vendor Name						Total Vendor Amount	
0000847	ENVIROCORP, INC.						1,366.50	
Payment Type	Payment Number						Payment Date	Payment Amount
Check							04/13/2022	1,366.50
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount			
IN2200802	MONITORING WELL SAMPLES	04/13/2022	04/13/2022	0.00	870.00			
IN2200887	WEEKLY MONITORING DISCHARGE SAMPLES	04/12/2022	04/12/2022	0.00	496.50			
Vendor Number	Vendor Name						Total Vendor Amount	
0000884	FARMERS AND PLANTERS CO INC						1,950.00	
Payment Type	Payment Number						Payment Date	Payment Amount
Check							04/13/2022	1,950.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount			
1185844	WEED CONTROL	04/12/2022	04/12/2022	0.00	1,950.00			

Payment Register

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Vendor Number	Vendor Name					Total Vendor Amount
<u>0000930</u>	GALLS LLC					439.23
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/13/2022	439.23			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>20520115</u>	SIREN BOX REPLACEMENT 6739	04/12/2022	04/12/2022	0.00	439.23	
Vendor Number	Vendor Name					Total Vendor Amount
<u>0000968</u>	GOODY HILL GROUND WORK INC					4,600.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/13/2022	4,600.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>10157</u>	REPAIR SIDEWALKS	04/11/2022	04/11/2022	0.00	4,600.00	
Vendor Number	Vendor Name					Total Vendor Amount
<u>0001005</u>	HARRINGTON INDUSTRIAL PLASTIC LLC					564.24
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/13/2022	564.24			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>3104455,4663,5015</u>	BULK HEAD FITTINGS	04/13/2022	04/13/2022	0.00	564.24	
Vendor Number	Vendor Name					Total Vendor Amount
<u>0001066</u>	INNOVATIVE HEALTH SERVICES, LLC					1,127.79
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/13/2022	1,127.79			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>APRIL HRA & FSA FY 22</u>	INNOVATIVE HRA & FSA ADMIN FEES	04/12/2022	04/12/2022	0.00	1,127.79	
Vendor Number	Vendor Name					Total Vendor Amount
<u>0001068</u>	INTERCOASTAL TRADING INC.					1,999.50
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/13/2022	1,999.50			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>220935</u>	BLEACH	04/13/2022	04/13/2022	0.00	1,999.50	
Vendor Number	Vendor Name					Total Vendor Amount
<u>0001286</u>	LEGAL SHIELD					31.90
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/13/2022	31.90			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>139007 4/15/2022</u>	LEGAL SHIELD EMPLOYEE FUNDED CONTRIBUTION	04/13/2022	04/13/2022	0.00	31.90	
Vendor Number	Vendor Name					Total Vendor Amount
<u>0001397</u>	MARYLAND INDUSTRIAL TRUCKS, INC.					338.60
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/13/2022	338.60			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>P06511</u>	STREET SWEEPER REPAIRS	04/11/2022	04/11/2022	0.00	338.60	
Vendor Number	Vendor Name					Total Vendor Amount
<u>0001495</u>	MIDDLE DEPARTMENT INSPECTION AGENCY					500.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/13/2022	500.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<u>147533,147536,147562</u>	INSPECTION SERVICES	04/12/2022	04/12/2022	0.00	500.00	

Payment Register
APPKT02299 - 20220413SW

Vendor Number	Vendor Name					Total Vendor Amount
0001534	MUMFORD WILLIE					174.90
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/13/2022	174.90			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
REIMB 4/12/2022	PURCHASE SAFETY BOOTS	04/13/2022	04/13/2022	0.00	174.90	
Vendor Number	Vendor Name					Total Vendor Amount
0001725	PPC LUBRICANTS					3,842.85
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/13/2022	3,842.85			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
2017245	POWER PLANT ENGINE OIL	04/11/2022	04/11/2022	0.00	3,842.85	
Vendor Number	Vendor Name					Total Vendor Amount
0003127	QUADIENT FINANCE USA, INC					500.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/13/2022	500.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
7900 0440 8091 8273 4/1/21	POSTAGE FOR POSTAGE MACHINE	04/12/2022	04/12/2022	0.00	500.00	
Vendor Number	Vendor Name					Total Vendor Amount
0001904	SELBYVILLE TRACTOR & EQUIPMENT INC					463.12
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/13/2022	463.12			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
58313	SERVICE TRACTOR	04/13/2022	04/13/2022	0.00	463.12	
Vendor Number	Vendor Name					Total Vendor Amount
0002607	TELVUE CORPORATION					742.50
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/13/2022	742.50			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
15829	ANNUAL SUPPORT	04/11/2022	04/11/2022	0.00	742.50	
Vendor Number	Vendor Name					Total Vendor Amount
0002077	TERRA FIRMA					24,251.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/13/2022	24,251.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1129-22-01	PAVING	04/12/2022	04/12/2022	0.00	5,490.00	
1129-22-02	PAVING	04/12/2022	04/12/2022	0.00	9,515.00	
1129-22-03	PAVING	04/12/2022	04/12/2022	0.00	6,730.00	
1129-22-04	PAVING PATCHES	04/12/2022	04/12/2022	0.00	2,516.00	
Vendor Number	Vendor Name					Total Vendor Amount
0002092	THE DEPT OF PUBLIC SAFETY & CORRECTIONAL SVC					91.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/13/2022	91.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
AB2-03-420	METER LOG ON FEE	04/12/2022	04/12/2022	0.00	91.00	
Vendor Number	Vendor Name					Total Vendor Amount
0002163	TOWN OF BERLIN					24,914.52
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		04/13/2022	24,914.52			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
APR FY 22	TOWN UTILITY BILLINGS	04/13/2022	04/13/2022	0.00	24,914.52	

Payment Register
APPKT02299 - 20220413SW

Vendor Number	Vendor Name						Total Vendor Amount
0002169	TRACTOR SUPPLY CO						271.82
Payment Type	Payment Number					Payment Date	Payment Amount
Check						04/13/2022	271.82
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount		
100380509, 80765	TOOLS, PARTS AND OTHER SUPPLIES	04/11/2022	04/11/2022	0.00	271.82		
Vendor Number	Vendor Name						Total Vendor Amount
0002928	UNIFIRST CORPORATION						260.19
Payment Type	Payment Number					Payment Date	Payment Amount
Check						04/13/2022	260.19
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount		
1430001243	UNIFORMS AND CLEANING SERVICES	04/11/2022	04/11/2022	0.00	123.47		
1430002363	UNIFORMS AND CLEANING SERVICES	04/12/2022	04/12/2022	0.00	136.72		
Vendor Number	Vendor Name						Total Vendor Amount
0003207	UNITED ENERGY TRADING LLC						272.74
Payment Type	Payment Number					Payment Date	Payment Amount
Check						04/13/2022	272.74
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount		
210884	NATURAL GAS TRANSPORT	04/13/2022	04/13/2022	0.00	272.74		
Vendor Number	Vendor Name						Total Vendor Amount
0002220	USA BLUEBOOK						388.61
Payment Type	Payment Number					Payment Date	Payment Amount
Check						04/13/2022	388.61
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount		
916018,915908,915915	LAB SUPPLIES	04/13/2022	04/13/2022	0.00	388.61		
Vendor Number	Vendor Name						Total Vendor Amount
0003055	WASHINGTON NATIONAL INSURANCE COMPANY						574.83
Payment Type	Payment Number					Payment Date	Payment Amount
Check						04/13/2022	574.83
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount		
P2216406	WASHINGTON NATIONAL SUPPLEMENTAL INSURANCE	04/12/2022	04/12/2022	0.00	574.83		
Vendor Number	Vendor Name						Total Vendor Amount
0002299	WELLS IVY						261.00
Payment Type	Payment Number					Payment Date	Payment Amount
Check						04/13/2022	261.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount		
PER DIEM-	MEALS - MAIN STREET CONFERENCE 5/15-5/19	04/13/2022	04/13/2022	0.00	261.00		
Vendor Number	Vendor Name						Total Vendor Amount
0002363	WORCESTER COUNTY LANDFILL						1,183.20
Payment Type	Payment Number					Payment Date	Payment Amount
Check						04/13/2022	1,183.20
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount		
309 MAR FY 22	SLUDGE	04/13/2022	04/13/2022	0.00	1,183.20		

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Check	64	44	0.00	351,768.71
Packet Totals:		64	44	0.00	351,768.71



Town of Berlin, MD

Check Register

Packet: APPKT02299 - 20220413SW

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By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: BOC AP-BOC AP Checks						
0000032	A.E. MOORE JANITORIAL	04/13/2022	Regular	0.00	123.30	22086 ✓
0000158	AN ANGEL'S TOUCH CLEANING SERV	04/13/2022	Regular	0.00	1,000.00	22087
0000192	APPLIED CONCEPTS, INC.	04/13/2022	Regular	0.00	1,994.50	22088
0000246	ATLANTIC PUMPING INC.	04/13/2022	Regular	0.00	612.50	22089
0000249	ATLANTIC TRACTOR	04/13/2022	Regular	0.00	1,717.38	22090
0000393	BOHLEN MARY	04/13/2022	Regular	0.00	74.19	22091
0000394	BOOTH & ASSOCIATES INC	04/13/2022	Regular	0.00	10,422.00	22092
0000455	CARD'S TECHNOLOGY	04/13/2022	Regular	0.00	201.64	22093
0003317	CARTER MACHINERY COMPANY INC	04/13/2022	Regular	0.00	960.00	22094
0000480	CATO OIL CO., INC.	04/13/2022	Regular	0.00	12,617.00	22095 ✓
0000496	CHEMSEARCH	04/13/2022	Regular	0.00	258.00	22096
0000529	CINTAS FIRST AID & SAFETY	04/13/2022	Regular	0.00	244.82	22097
0002647	CINTAS RUGS	04/13/2022	Regular	0.00	448.78	22098
0000581	COMPTROLLER OF MARYLAND	04/13/2022	Regular	0.00	227,040.00	22099 ✓
0000622	CROPPERS INC	04/13/2022	Regular	0.00	718.34	22100
0000678	DAVIS, BOWEN & FRIEDEL	04/13/2022	Regular	0.00	20,433.21	22101
0000770	DOVER PLUMBING	04/13/2022	Regular	0.00	690.80	22102
0000794	EASTERN SHORE COFFEE	04/13/2022	Regular	0.00	61.91	22103
0000807	ECONO SIGNS LLC	04/13/2022	Regular	0.00	1,040.30	22104
0000847	ENVIROCORP, INC.	04/13/2022	Regular	0.00	1,366.50	22105
0000884	FARMERS AND PLANTERS CO INC	04/13/2022	Regular	0.00	1,950.00	22106
0000930	GALLS LLC	04/13/2022	Regular	0.00	439.23	22107
0000968	GOODY HILL GROUND WORK INC	04/13/2022	Regular	0.00	4,600.00	22108
0001005	HARRINGTON INDUSTRIAL PLASTIC	04/13/2022	Regular	0.00	564.24	22109
0001066	INNOVATIVE HEALTH SERVICES, LLC	04/13/2022	Regular	0.00	1,127.79	22110
0001068	INTERCOASTAL TRADING INC.	04/13/2022	Regular	0.00	1,999.50	22111
0001286	LEGAL SHIELD	04/13/2022	Regular	0.00	31.90	22112
0001397	MARYLAND INDUSTRIAL TRUCKS, IN	04/13/2022	Regular	0.00	338.60	22113 ✓
0001495	MIDDLE DEPARTMENT INSPECTION	04/13/2022	Regular	0.00	500.00	22114
0001534	MUMFORD WILLIE	04/13/2022	Regular	0.00	174.90	22115
0001725	PPC LUBRICANTS	04/13/2022	Regular	0.00	3,842.85	22116
0003127	QUADIENT FINANCE USA, INC	04/13/2022	Regular	0.00	500.00	22117
0001904	SELBYVILLE TRACTOR & EQUIPMENT	04/13/2022	Regular	0.00	463.12	22118
0002607	TELVue CORPORATION	04/13/2022	Regular	0.00	742.50	22119
0002077	TERRA FIRMA	04/13/2022	Regular	0.00	24,251.00	22120
0002092	THE DEPT OF PUBLIC SAFETY & COR	04/13/2022	Regular	0.00	91.00	22121 ✓
0002163	TOWN OF BERLIN	04/13/2022	Regular	0.00	24,914.52	22122
0002169	TRACTOR SUPPLY CO	04/13/2022	Regular	0.00	271.82	22123
0002928	UNIFIRST CORPORATION	04/13/2022	Regular	0.00	260.19	22124
0003207	UNITED ENERGY TRADING LLC	04/13/2022	Regular	0.00	272.74	22125 ✓
0002220	USA BLUEBOOK	04/13/2022	Regular	0.00	388.61	22126
0003055	WASHINGTON NATIONAL INSURANCE	04/13/2022	Regular	0.00	574.83	22127
0002299	WELLS IVY	04/13/2022	Regular	0.00	261.00	22128

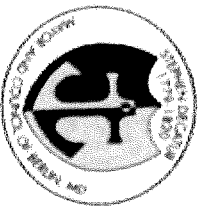
Check Register

Packet: APPKT02299-20220413SW

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0002363	WORCESTER COUNTY LANDFILL	04/13/2022	Regular	0.00	1,183.20	22129

Bank Code BOC AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	64	44	0.00	351,768.71
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
	64	44	0.00	351,768.71



Town of Berlin, MD

UBPKT08363 - Refunds 1 UBPKT08359 Regular

Refund Check Register

Refund Check Detail

[Signature]
mms 4/14/22

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
11-2625401-00	FINCH, MARY	4/13/2022	22074	51.88			51.88	Generated From Billing
22-1490601-01	PHILIPS, BRIAN	4/13/2022	22075	102.22			102.22	Generated From Billing
22-1610001-00	CLIFTON, DONALD	4/13/2022	22076	137.33			137.33	Generated From Billing
22-2180001-01	SCHNECK, BRIAN & RONA	4/13/2022	22077	110.16			110.16	Generated From Billing
22-2440001-03	ALLEN, BENJAMIN & JENNIFER	4/13/2022	22078	4.14			4.14	Generated From Billing
22-3120001-01	FITZGERALD, ROGER	4/13/2022	22079	158.02			158.02	Generated From Billing
33-0590101-01	AMOS, MICHAEL & DANIELLE	4/13/2022	22080	431.68			431.68	Generated From Billing
33-2090001-01	BONNIE MARIE TITUS	4/13/2022	22081	18.78			18.78	Generated From Billing
44-0330041-13	STRAMA, JOHN	4/13/2022	22082	94.21			94.21	Generated From Billing
55-1650001-00	BRIDDELL, JOCELYN	4/13/2022	22083	7.49			7.49	Generated From Billing
77-1170001-00	ACE PRINTING	4/13/2022	22084	242.09			242.09	Generated From Billing
77-1180001-00	ACE PRINTING	4/13/2022	22085	160.94			160.94	Generated From Billing
Total Refunds: 12				Total Refunded Amount:			1,518.94	

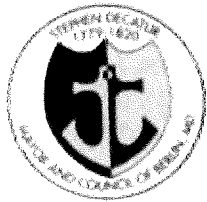
Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS / REFUNDS	1518.94
Revenue Total:	1518.94

General Ledger Distribution

Posting Date: 04/11/2022

Account Number	Account Name	Posting Amount	IFT
Fund: 10 - ELECTRIC			
10-1110-1098	CLAIM ON CASH-FUND 10	-1,518.94	Yes
10-2010-2074	UNAPPLIED CREDITS	1,518.94	
10 Total:		0.00	
Fund: 98 - POOLED CASH			
98-1098-1000	CENTRAL DEPOSITORY CASH	-1,518.94	
98-2498-2200	DUE TO OTHER FUNDS	1,518.94	Yes
98 Total:		0.00	
Distribution Total:		0.00	



Town of Berlin, MD

Check Register

Packet: APPKT02302 - 20220418SW

4/18/22

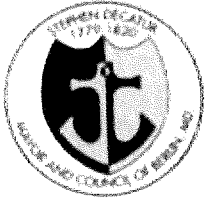
MMB 4/18/22

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: BOC AP-BOC AP Checks						
0000584	COMPTROLLER OF MARYLAND	04/18/2022	Regular	0.00	2,414.00	22130
0000581	COMPTROLLER OF MARYLAND	04/18/2022	Regular	0.00	511.06	22131
0000583	COMPTROLLER OF MARYLAND	04/18/2022	Regular	0.00	35,176.99	22132

Bank Code BOC AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	3	3	0.00	38,102.05
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	3	0.00	38,102.05



Town of Berlin, MD

Payment Register

APPKT02302 - 20220418SW

01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number	Vendor Name					Total Vendor Amount
0000581	COMPTROLLER OF MARYLAND					511.06
Payment Type	Payment Number	Payable Number	Description	Payable Date	Due Date	
Check		MARCH FY 22	ENVIRONMENTAL TRUST FUND REPORT	04/18/2022	04/18/2022	
				Discount Amount	Payable Amount	
				0.00	511.06	

Vendor Number	Vendor Name					Total Vendor Amount
0000583	COMPTROLLER OF MARYLAND					35,176.99
Payment Type	Payment Number	Payable Number	Description	Payable Date	Due Date	
Check		BRF-1 1ST QRT FY 22	MD BAY RESTORATION FEE	04/18/2022	04/18/2022	
				Discount Amount	Payable Amount	
				0.00	35,176.99	

Vendor Number	Vendor Name					Total Vendor Amount
0000584	COMPTROLLER OF MARYLAND					2,414.00
Payment Type	Payment Number	Payable Number	Description	Payable Date	Due Date	
Check		MARCH FY 22	ELECTRIC UNIVERSAL SERVICE PROGRAM FUND	04/18/2022	04/18/2022	
				Discount Amount	Payable Amount	
				0.00	2,414.00	

Payment Summary

Bank Code	Type		Payable Count	Payment Count	Discount	Payment
BOC AP	Check		3	3	0.00	38,102.05
		Packet Totals:	3	3	0.00	38,102.05



Town of Berlin, MD

Check Register

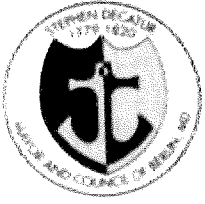
Packet: APPKT02307 - 20220419SW

4/19/22
m7B 4/19/22 By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: BOC AP-BOC AP Checks						
0003414	LESMA	04/19/2022	Regular	0.00	50.00	22133

Bank Code BOC AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	50.00
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	50.00



Town of Berlin, MD

Payment Register

APPKT02307 - 20220419SW

01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number Vendor Name
0003414 LESMA

Total Vendor Amount
50.00

Payment Type Payment Number
Check

Payable Number
04212022

Description
DINNER FOR MAYOR TYNDALL AND SHANEKA NICHOLS

Payable Date Due Date
04/19/2022 04/19/2022

Payment Date Payment Amount
04/19/2022 50.00
Discount Amount Payable Amount
0.00 50.00