



BERLIN MAYOR AND COUNCIL

Meeting Agenda

Berlin Town Hall
10 William Street
Tuesday, October 11, 2022

7:00 PM REGULAR SESSION – Council Chambers

1. Swearing in New Councilmembers – Mayor Zack Tyndall
2. Election of Vice President of the Council – Mayor Zack Tyndall
3. Mayor's Service Citation, Councilmember Troy Purnell – Mayor Zack Tyndall
4. Approval of the Minutes for:
 - a. Regular Session of 09.26.22
 - b. Work Session of 09.26.22
5. Disc Golf Six Month Review – Shawn Johnson, Eastbound Disc Golf President
6. Motions for Approval:
 - a. 2022-12: Approval of the Power Plant Mural Project – We Heart Berlin
 - b. 2022-13: Approval to Declare Surplus Property – Mary Bohlen, Town Administrator
7. Discussion/Approval of Proposals: Davis, Bowen, and Friedel for Survey, Specifications, and other services re: Heron Park Demolition
8. Town Administrator's Report
 - a. Effluent Pump Repair
9. Departmental Reports
10. Comments from the Council
11. Comments from the Mayor
12. Comments from the Public
13. Comments from the Press
14. Adjournment

8:30 PM (Approx.) EXECUTIVE SESSION – Public viewing of meeting closure via Facebook.

Executive Session Agenda: STATUTORY AUTHORITY TO CLOSE SESSION, Maryland Code, General Provisions Article, Section 3-305(b) (7) To consult with counsel to obtain legal advice on a legal matter.

- Confidential matter under Attorney/Client privilege

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 Acting Town Administrator Mary Bohlen at (410) 641-2770. 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
Monday, September 26, 2022

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

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

Staff Present: Town Administrator Mary Bohlen, Finance Director Natalie Saleh, Police Chief Arnold Downing, Police Lieutenant Robert Fisher, Electric Utility Director Tim Lawrence, Public Works Director Jimmy Charles, Human Resources Director Kelsey Jensen, and Administrative Assistant Kate Daub.

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 09.12.22

Councilmember Orris observed an error as part of Agenda Item five on page six of the September 12, 2022, meeting minutes. The verbiage describing the appropriate motion tally in this section was regarding the Special Sunday Permit for American Legion Post #123 on October 23rd, not the Short-Term Rental Ordinance as was written.

On the motion of Councilmember Orris, second by Councilmember Vice-President Burrell, the Regular Session Minutes of September 12, 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. Announcement of Trick-or-Treating Hours:

Chief Downing confirmed the Trick-or-Treating hours on Halloween, Monday, October 31, 2022, will be from 5 PM to 7 PM. Councilmember Orris asked if Washington Street will be closed on Halloween; Chief Downing confirmed Washington Street will be closed.

3. Police Department: Recruitment and Retention Approvals:

Mayor Tyndall reviewed the staff memo made available in the meeting packet concerning Berlin Police Department Recruitment and Retention updates. Mayor Tyndall stated the Town Administrator, Human Resources Director, Finance Director, the Chief of Police, the Police Lieutenant, and himself played a part in the culmination of the memo. Mayor Tyndall stated that following a meeting on June 29, 2022, an Executive Session with the Mayor and Council was scheduled for July 11, 2022, to debrief on the public safety challenges within the Town of Berlin.

Mayor Tyndall described all the key points in the memo including salary increases, shift differentials, inclement weather, holiday pay, specialty unit pay, and LEOPS. He then asked Ms. Jensen and Chief Downing to announce an update that happened earlier in the afternoon before the meeting. Ms. Jensen explained that they submitted the application for the LEOPS process to start for the study. Mayor Tyndall added that the Town should receive the findings of the study back in time for the FY24 Budgeting Process, which is from January to February of 2023.

Mayor Tyndall acknowledged the financial impact associated with this and recommended that the Council approve an additional \$75,000 in expenditures.

Chief Downing emphasized the lack of manpower the department is facing, stating staff is allocated for 14 members; two of whom are currently out of medical and three actual vacancies. He acknowledged difficulties getting applicants and said when they put out advertisements for available positions, he noted their numbers are inferior to other municipalities and Police Departments. Chief Downing also stated the ability to retain officers is very important and acknowledged that the support of the Mayor and Council goes a long way in attracting applicants and interested individuals to their department.

Vice-President Burrell asked how the proposed recommendations compare to other agencies. Chief Downing said research has made them aware of things they have never thought about offering, which allows them to now offer a more attractive advertisement in terms of recruitment and retention.

Councilmember Orris asked if grant funding is being pursued in the amount of \$35,000 to help offset additional expenses. Chief Downing confirmed, stating the application is being worked on. Councilmember Orris thanked all those involved that have taken this recruitment and retention effort on and asked if a formal motion is needed to move forward. Ms. Saleh confirmed that because a budget amendment is not needed for FY23, the additional funds would come from the unfilled positions within the department, so no motion would be needed.

Councilmember Purnell asked Ms. Saleh if \$0.01 was added to the current tax rate, how much would that add to the current budget. Ms. Saleh answered roughly \$15,000 to \$20,000. Councilmember Purnell emphasized his point that funds could be created by raising taxes.

Councilmember Knerr stated this proposal is necessary and is 100% in support of it. He asked if the grant money being applied for is on a year-to-year basis. Chief Downing answered yes. Councilmember Knerr asked why the department cannot continue with the way they are currently fingerprinting as it relates to staffing. Chief Downing stated that it costs more to take those that do it away from their role and that having an additional person is designated for set hours each week would be beneficial.

Ms. Saleh added the \$75,000 increase that would be applied to Police Department recruitment and retention would be covered by the general fund through FY23, however, it would have to be discussed through the budgeting process next year.

On the motion of Councilmember Orris, second by Councilmember Nichols, to accept the memo recommendations as presented in Option One for Berlin Police Department Recruitment and Retention 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				

Councilmember Nichols added that she is excited to hear the LEOPS process has begun and thanked those involved.

4. Town Administrator's Report

Ms. Bohlen noted that the Municipal Election is Tuesday, October 4, 2022, from 7 AM to 7 PM. Tuesday, September 27, 2022, is the deadline to file as a write-in candidate and the deadline to receive absentee applications by mail. However, she noted that the applications can be delivered in person until September 30, 2022. Ms. Bohlen added that on Wednesday, the bid opening for the Comfort Station at Stephen Decatur Park will take place.

5. Departmental Reports:

a. Electric Utility Director – Tim Lawrence

Mr. Lawrence said the department has been assisting with downtown festivals over the past few weeks by installing banners and electrical panels. He added that an underground electrical service was installed at Henry Road and inventory was done at Heron Park for the equipment. He said pole top maintenance, street light repairs, and tree trimming have taken place throughout the Town. Mr. Lawrence reviewed the details of the repaired transformer at the Savage Substation which caused a power outage on September 17, 2022, from 12:01 AM to 4:00 AM; he stated the outage went as planned. Mr. Lawrence added that the department replaced a faulted overhead transformer at Camelia Lane and repaired tree lights downtown. He stated that they are preparing for the Touch-A-Truck event scheduled for Saturday, October 1, 2022, at 1 PM and reviewed the agencies that will be participating. Mr. Lawrence ended his report by stating that underground electrical service was installed at Walnut Hill and meter readings began today.

Vice-President Burrell thanked Mr. Lawrence and the department for his eye for detail and the reliability of his plans, highlighting the success of the power outage event. Mayor Tyndall added that the work saved the Town millions of dollars in the event of a catastrophic failure if the transformer had not been repaired. Councilmember Nichols also thanked Mr. Lawrence for the efficiency with which the repairs occurred. Councilmember Orris asked if there was a rain date for the Touch-a-Truck event. Mr. Lawrence answered no, there is no rain date at this time.

b. Police Chief – Arnold Downing

Chief Downing announced the department received four grants from the Governor's office of Crime Control and Prevention; one being Berlin Body Armor to recoup some of the costs of quilted vests. The Berlin Community Policing grant will assist with events such as National Night Out, Memorial Day parades, Back to School events, and other similar efforts. The Police Accountability and Transparency grant allow the department to focus on mental health and allows them to set up early emergency programs that allow officers to engage with services regarding mental health without having to go through the department. Chief Downing explained the last grant addresses Police Retention and Recruitment, in which the department will be able to give bonuses to people that are certified or hold specific proficiencies that wish to join the Berlin Police Department. Mayor Tyndall stressed that mental health services are anonymous for officers. Councilmember Nichols thanked Chief Downing for the department's efforts at Berlin Intermediate school.

c. Finance Director – Natalie Saleh

Ms. Saleh said they are working on intermittent reviews of water fees and rates, as well as water sewer capital service fees. She said the rates should be going out in the next billing period. Ms. Saleh added that the PKS audit was finished on-site, but they will continue to work remotely and be back on-site with the draft for discussion once it is completed and reviewed. She said they are preparing the MDOT report for Uses of State Highway revenues for FY22, which is to be submitted by the end of September. Ms. Saleh said the department is working on an updated rate study. She added that by the end of the fiscal year, the department will be implementing new credit card processing by merging entirely to the Tyler Program and will receive two new credit card terminals at that time. Customers will be able to pay online, and the Town will bypass the fee associated with this. Ms. Saleh explained that customers can also dial in and pay over the phone via an automated system. She stated they are continuing to look into E-check payments, however, there is a fee associated with that and it will need to be discussed at a later date. Ms. Saleh added that they reviewed bank information and rates; the Bank of Ocean City is giving them better rates which will help to earn more interest coming into the next year. Ms. Saleh said they are working on the phone tree, which will direct callers to an automated system. She ended her report by stating that all outstanding bonds and rates have been reviewed to see if the Town is eligible for better rates, which are not available at this time.

d. Public Works Director – Jimmy Charles

Mr. Charles said that Public Works and the State Highway Administration (SHA) are working on a design to add cross bars at 611 and Flowers Street, with “No Blocking” signs in place to designate the area. He said they are also looking to make additional updates in this area by adding cross lines near 113 intersections and moving the directional sign to the stop light bar on the side of the highway. Mr. Charles added that the paving contractor began paving the Stephen Decatur Park pathway on Friday, September 23, 2022, and should have been completed today; he added that they will go back to touch up the area to ensure there are no safety hazards. He said they are continuing to work on repairing playground equipment to make sure all is up to code. Mr. Charles ended his report by stating that the Fiddler’s Convention setup and cleanup were successful with no problems. Councilmember Nichols asked if the Williams and Graham Street crosswalk could be addressed, as there is no crosswalk sign at this location. Mr. Charles said SHA would have to be made aware of this. Vice-President Burrell added that he has noticed an increased number of students riding bikes to school and asked if it would be possible to safely assist them on their route to school.

e. Human Resources Director – Kelsey Jensen

Ms. Jensen offered a reminder that Harassment and Civility trainings will be held on Thursday, September 29, 2022, and are mandatory for all staff; Councilmembers are also invited to attend. She stated that an interview was held with a candidate for the vacant position in the Mayor’s office, to which an offer of employment has been extended. Ms. Jensen added that a Flu Clinic was conducted for employees and approximately 20 staff members attended. She said that she and Ms. Daub attended the Maryland Municipal Clerks Association’s Quarterly meeting virtually and will review the scholarship options available in hopes of having both she and Ms. Daub attend the conference this Winter. Lastly, Ms. Jensen thanked Jamey Latchum, Meghan Pfaller, Brian Fortune, and Bob Clark for providing a tour for her and Ms. Daub of the Water, Electric, and Public Works facilities on Friday, September 23, 2022.

6. Comments from the Council:

Councilmember Nichols thanked Councilmember Purnell for his years of service.

Councilmember Knerr said he walked the new path at Stephen Decatur on Sunday and said it was very nice. He also thanked Councilmember Purnell for his service to the Town.

Councilmember Orris thanked Councilmember Purnell for his service. He also thanked all those that worked on the Police Department Recruitment and Retention recommendations and thanked the residents that attended the meeting for reaching out and sharing their concerns with all of them.

7. Comments from the Mayor:

Mayor Tyndall also thanked Councilmember Purnell for his service. In addition, he highlighted that the Town of Berlin is slated to get a new traffic light at the south end of Main Street and 113. He thanked his colleagues for helping with this effort. He concluded his portion by reiterating that a ribbon cutting will take place for the new pathway at Stephen Decatur Park on Wednesday, October 5, 2022, at 4:30 PM.

8. Comments from the Public:

Resident Joe Moore thanked the Mayor and Council for Agenda Item three and for the walking trail at Stephen Decatur Park.

9. Comments from the Press – none.

10. Adjournment:

On the motion of Vice-President Burrell, second by Councilmember Purnell, the Mayor and Council meeting was adjourned at approximately 7:44 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,

Kate Daub

Kate Daub
Administrative Assistant



BERLIN MAYOR AND COUNCIL
Meeting Minutes
Berlin Fire Company Work Session
Monday, September 26, 2022

7:30 PM WORK SESSION – Berlin Town Hall Council Chambers

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

Staff Present: Town Administrator Mary Bohlen, Human Resources Director Kelsey Jensen, and Administrative Assistant Kate Daub.

This meeting was also broadcast live via Facebook. Mayor Tyndall called the meeting to order at approximately 7:51 PM.

Mayor Tyndall stated the Work Session was scheduled to discuss the contract of service with the Berlin Fire Company for the Fiscal Year 2023.

President Dave Fitzgerald and Chief RJ Rhode were present on behalf of Berlin Fire Company.

1. Berlin Fire Company's New Emergency Response Fee

Mr. Fitzgerald stated the Fire Rescue billing is similar to what they have done for emergency medical services and ambulances. As the need for more revenue continues to grow, he explained that part of their strategic planning involves addressing this. Mr. Fitzgerald said most of their revenue comes from insurance, including homeowners and auto insurance. He said the Fire Company has discussed this option with other areas that bill, as this is something that has been done for years. However, Mr. Fitzgerald added that the Fire Company wants to be more regimented in its billing processes and wants to implement a friendly billing process to keep billing in-house.

He explained that as the fire company revenue budget goes down, the need to try and find ways to generate revenue to recoup expenses is important. At this time, Mr. Fitzgerald said they are using the revenue to offset operations, adding that the funds received from the County and Town help provide basic services.

Councilmember Orris asked Mr. Fitzgerald to clarify whom residents should call with questions regarding their bill, asking if they should call the Fire Company directly or Town Hall. Mr. Fitzgerald said the Fire Company should be called. Councilmember Orris also asked Mr. Fitzgerald to confirm that the billing process the Fire Company is currently using was new for FY21. Mr. Fitzgerald said the Fire Company voted to try it beginning in July of 2021. He said the Fire Company sent out a few bills and there have been communications with insurance companies to learn more about the documentation that is needed to make it easier for anyone that gets a bill to understand what the charges are for and what documentation may be needed. Councilmember Orris asked if the Fire Company collected any revenue since starting this; Mr. Fitzgerald said he thinks last year it was less than \$2,000. Councilmember Orris also asked where in the reports that the Fire Company sends would he be able to see this revenue breakdown. Mr. Fitzgerald said going forward it will be a new line item in the report similar to how it is listed on the emergency services reports.

Councilmember Orris added looking at the run numbers from July 2021 to June 2022, there were a total of 429 runs and asked if the Fire Company is anticipating any delay with insurance reimbursements. Mr.

Fitzgerald said that they just got started on a very regimented process and believes it will all depend on the person that receives the bill, but he is hopeful that this will help to recoup costs.

Councilmember Knerr said he wished the Fire Company would have notified the residents of Berlin they were implementing this new process, so they were not caught off-guard by the changes. He also asked Mr. Fitzgerald to confirm that if an annual donation was made to emergency medical services, that an individual would not be charged for needing an ambulance. Vice-President Burrell said it was his understanding that when he donates and needed to utilize a service, he would not get a bill, but his insurance company would. Mr. Fitzgerald said the way Vice-President Burrell explained it is correct; he would not receive a balance due bill but may see it on his insurance company's Explanation of Benefits, meaning if insurance did not cover the full cost of the bill the patient would not receive a bill for any un-covered costs. Councilmember Knerr asked if this is something that could be done on the Fire Company side, as he believes it could potentially help to generate more revenue. Mr. Fitzgerald said they never thought about that, but it is a good idea and will look into it. Councilmember Knerr suggested a minimum amount for a donation before someone was eligible to not receive a bill. Mr. Fitzgerald added for clarification that on the emergency medical services side, it must be a minimum donation of \$50; however, the insurance company has recommended to also add a cap on the number of calls that would fall under what would be covered if a donation was made.

Vice-President Burrell said he thinks it would have been a good idea to give the Town a heads up before moving forward with changes. He also asked what income the Fire Company plans to generate to go along with the operational expense. Mr. Fitzgerald said they have no idea until they get at least a quarter or 3 to 6 months behind it because it is not a flat-rate response fee, and do not know what type of calls they are going to receive. Vice-President Burrell asked if this information will be presented once available; Mr. Fitzgerald said it will be included as a new account in the year-end financials. Vice-President Burrell asked if the Fire Company meeting minutes are available to review; Mr. Fitzgerald explained they are not, as they are a private organization, but the minutes are reviewed as part of their financial audit. Vice-President Burrell said he would like to review some of the discussions when topics like this are decided.

Mayor Tyndall said he thinks they have been working on ways to improve communication with the Fire Company as far as road closures and annexations; However, he asked that the Council be notified when something like this comes up that will have an impact on residents. He added that he would like to see the collection rates identified on the quarterly reports and would like to see a policy for income-based breakdowns for the Fire side.

2. Ambulance Replacement

Mr. Fitzgerald said this topic was discussed as part of their committee group as a question-and-answer session. He said ambulance replacement is on a 10-year schedule, which factors in the safety and reliability of the vehicle. He explained the cost of each ambulance runs between \$300,000 and \$400,000. He attributed the inflated costs to the economy.

He said the replacement schedule is funded by breaking down the cost of three ambulances over a 10-year period, adding that The County Commissioner's office has increased its funding to \$45,000 a year. Mr. Fitzgerald explained that in the past, they would take the Town's allocated funds of \$30,000 and put that into the ambulance replacement fund along with the County's fund; however, they have not done that in many years because of the Town's allocation going down. Mr. Fitzgerald suggested that the Town could increase the funds allocated by including the Fire Company in the casino fund, expanding those to all public safety not just police. Mr. Fitzgerald added that they are also looking for grant opportunities, but said they need to start acting now to make sure they have funding set up for new 2025 units.

Councilmember Knerr asked how much is in the ambulance fund balance currently. Mr. Fitzgerald said approximately \$24,000. Councilmember Orris asked to confirm that he anticipates an additional \$45,000

from the county; Mr. Fitzgerald said they already received the \$45,000 but utilized some of those funds for payment so the \$24,000 is what remains.

Councilmember Orris asked for clarification regarding the need for two ambulances as opposed to the three that were discussed. Mr. Fitzgerald said that if they were just covering the town limits, they would need two, however, they do not only cover town limits. Mayor Tyndall clarified that it is not just about the town needing two specific ambulances to service calls, but it is important to also take into account the ability to extend the life of each ambulance by rotating them.

Councilmember Nichols asked how much funding is needed to get an ambulance order placed. Mr. Fitzgerald said they would have to know how they would pay for the ambulance and could finance the vehicle in any way that works for them. He continued by saying all three of their ambulances currently in use are paid off, adding they have never borrowed money on an ambulance before; confirming their finance term was for three years.

Mayor Tyndall asked what the cost to re-chassis the ambulance would be. Mr. Fitzgerald said it would not be worth it for them to do so and would not be cost-effective, adding it is more for commercial vehicles. Mayor Tyndall asked what the salvage cost of an ambulance is; Mr. Fitzgerald said they sold their last ambulance for \$18,000, saying there is not a huge market for them.

Mayor Tyndall asked Mr. Fitzgerald to please send any information regarding departments that may finance an ambulance leading up to the budget allocation discussions, adding that it would be helpful to begin to see what the financing terms could look like. Mayor Tyndall asked if it would be possible to pass the capital fees along in their billing processes. Mr. Fitzgerald said that it is something they are looking into, but it would require raising rates.

Lastly, Mayor Tyndall asked if there were any updates on the grants for SCBA. Mr. Fitzgerald said the SCBA grant is in, FEMA has until March, but hopes to hear something in the Fall.

Councilmember Orris asked if membership accepts Councilmember Knerr's idea about the one-time donation, people will need a letter for a one-time donation and a capital. Mr. Fitzgerald said nothing for Fire will go out this fiscal year; if the idea is accepted, it would not go out until next fiscal year. Mr. Fitzgerald added that the emergency medical service information is sent out on the first Monday after Thanksgiving and will have a second page that asks for donations for capital equipment.

Mayor Tyndall asked how the new staff for the second crew is working out. Chief Rhode said it is very beneficial; adding they hired two new individuals.

The work session was adjourned at approximately 8:35 PM.

Respectfully Submitted,

Kate Daub

Kate Daub
Administrative Assistant

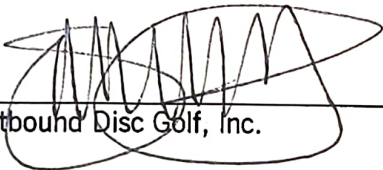
TEMPORARY LICENSE AGREEMENT

THIS TEMPORARY LICENSE AGREEMENT is made this 31 day of December, 2021, by and between the Mayor and Council of the Town of Berlin, Licensors, and Eastbound Disc Golf Inc., Licensee.

WHEREAS Licensors is the owner of a property known as Stephen Decatur Park and Licensors has determined that the property may be useful as a site for a disc golf course, and Licensee desires to set up a temporary 9 hole disc golf course as depicted on the site plan attached hereto.

NOW THEREFORE, Licensors and Licensee agree as follows:

1. Licensee is permitted to set up a 9 hole disc golf course on the property as depicted on the site plan attached hereto. Licensee shall provide all equipment and labor involved in setting up the course.
2. The course shall be open to the public during normal park hours.
3. In the event Licensee desires to reserve the course for special events, Licensee shall apply for and receive approval from Licensors prior thereto. In addition, Licensee shall obtain a policy of insurance, naming Licensors as a co-insured, in the amount of \$1,000,000.00 to cover all risk of loss or injury to persons or property during said special events.
4. This Temporary License Agreement shall remain in effect until September 30, 2022, but may be terminated immediately by Licensors prior thereto at any time.



Eastbound Disc Golf, Inc.

Zackery Tyndall, Mayor



MOTION OF THE MAYOR AND COUNCIL 2022-12

A MOTION OF THE MAYOR AND COUNCIL OF THE TOWN OF BERLIN TO APPROVE THE WE HEART BERLIN POWER PLANT MURAL PROJECT.

APPROVED THIS ____ DAY OF _____, 2022 BY THE MAYOR AND COUNCIL OF THE TOWN OF BERLIN, MARYLAND BY AFFIRMATIVE VOTE OF ____ TO ____ OPPOSED, WITH ____ ABSTAINING AND ____ ABSENT.

Vice President of the Council

Approved this ____ day of _____, 2022 by the Mayor of the Town of Berlin.

Zackery Tyndall, Mayor, President of the Council

ATTEST: _____
Mary Bohlen, Town Administrator





MOTION OF THE MAYOR AND COUNCIL 2022-13

A MOTION OF THE MAYOR AND COUNCIL OF THE TOWN OF BERLIN TO DECLARE THE FOLLOWING ITEMS AS SURPLUS PROPERTY AND AUTHORIZE THE DISPOSAL THROUGH SALE, DONATION OR DESTRUCTION:

- 2 – OFFICE DESKS
- 1 – MEETING ROOM TABLE
- 1 – TALL BOOKSHELF (THREE SHELVES INCLUDED)
- 1 – BROWN LEATHER DESK CHAIR
- 1 – 4-DRAWER STEEL FILING CABINET
- 1 – MICROWAVE STAND
- 1 – EPSON PROJECTOR

OFFICE SUPPLIES:

- 7 – FILE FOLDER HOLDERS
- 2 – BUSINESS CARD HOLDERS
- 6 – ADDING MACHINES (3 SMALL, 3 LARGE)
- 1 - OFFICE PHONE

APPROVED THIS ____ DAY OF _____, 2022 BY THE MAYOR AND COUNCIL OF THE TOWN OF BERLIN, MARYLAND BY AFFIRMATIVE VOTE OF ____ TO ____ OPPOSED, WITH ____ ABSTAINING AND ____ ABSENT.

Vice President of the Council

Approved this ____ day of _____, 2022 by the Mayor of the Town of Berlin.

Zackery Tyndall, Mayor, President of the Council

ATTEST: _____
Mary Bohlen, Town Administrator



ARCHITECTS • ENGINEERS • SURVEYORS

August 31, 2022

Town of Berlin
10 Williams Street
Berlin, MD 21811

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

Attn: Ms. Mary Bohlen
Town Administrator

Re: Engineering Services
Former Tyson Plant Selective Demolition
Town of Berlin, Maryland
DBF # 050A002.022

Dear Ms. Bohlen:

Davis, Bowen & Friedel, Inc., (DBF) is pleased to offer the following proposal for engineering services associated with the selective demolition of the former Tyson plant located on the Heron Park property. This proposal is based upon our initial inspection report, recent site visit and discussions with the Town and the developer. Professional engineering services provided would include the following:

Scope to Prepare Demolition Bid Docs:**Lump Sum Fee \$23,500**

1. Site survey for locating buildings, site structures, paving and limited topo.
2. Property line survey.
3. Create limited site plan and label all appropriate features.
4. Define scope of work and add alternates.
5. Develop sediment & erosion control plan and submit for approval. A limited stormwater management effort is anticipated since impervious area is expected to decrease.
6. Develop limited specifications to include building demolition, selective demolition, earthwork, sediment controls, bid form, etc.
7. Photo documentation of items selected for demolition with description of scope of work.
8. Coordination with DHCD and MHT prior to bidding.

We will locate appropriate existing surface features within the proposed project area, including building corners, structures, paved areas, exposed property corners and other natural and man-made features pertinent to the design of the project.

DBF will coordinate with the Town to request a Miss Utility locate to mark underground utilities within the project area. Our topographic survey will include location of Miss Utility markings and flagging.

We will research the Deeds for the property in question. Based on surveyed property corners and deed/plat research, we will determine property lines based upon information discovered.

Anticipated Demolition Bid Documents:

1. Install perimeter controls.
2. Remove treatment building tanks, foundations and slabs.
3. Building demolition of center section, deteriorated steel framing.
4. Remove center section slab and earth to create sloped approaches. Stockpile earth on site.
5. Selective demolition of all interior appurtenances including mechanical, electrical, plumbing, stud walls, insulation, miscellaneous supports, etc.
6. Remove paint from steel surfaces to remain and apply protective paint coating to steel.
7. Remove rooftop vent hoods and install temporary roof covering over openings.
8. Remove timber framing supporting second floor of old box room.
9. Remove electrical switch gear building and all contents.
10. Remove exterior concrete site walls.
11. Remove pole shed foundation walls and slab.
12. Remove truck scale foundations.
13. Remove all demolished materials from site except clean earth fills.
14. Stabilize all disturbed areas.
15. Budgetary cost estimates for proposed work.

We will provide the services described above for the lump sum fee shown above. Excluded from our scope of work is formal stormwater management planning and design. This or any work requested and authorized by the Town beyond the scope of this proposal can be billed as additional services on an hourly basis. Invoices for all services will be rendered monthly based upon actual work completed during the previous month. Payment terms and any authorized additional services will be in accordance with the attached Schedule of Rates No. 48.

We appreciate the opportunity to provide this proposal and look forward to working with the Town to successfully complete this project. If this proposal is acceptable to you, please sign on the space provided and return one copy for our files. This proposal is valid for 60 days.

Sincerely,
DAVIS, BOWEN & FRIEDEL, INC.

Andrew E. Welch

Andrew E. Welch, P.E.
Associate

N:\Promotional\Proposals\2022\050A002.022Proposal.aew.docx
Enclosure

Accepted By: _____ Date: _____
Town of Berlin

DAVIS, BOWEN & FRIEDEL, INC. ("DBF")
SCHEDULE OF RATES AND GENERAL CONDITIONS

SCHEDULE NO. 48
Effective January 1, 2021

CLASSIFICATION	HOURLY RATE
Principal	\$190.00
Senior Architect, Sr. Landscape Architect, Sr. Engineer, Sr. Surveyor	\$160.00
Architect, Landscape Architect, Engineer, Surveyor	\$130.00
Senior Manager: Architecture, Landscape Architecture, Engineering, Surveying	\$145.00
Manager: Architecture, Landscape Architecture, Engineering, Surveying	\$115.00
Construction Administrator	\$130.00
Senior Designer	\$120.00
Designer	\$110.00
GIS Specialist	\$120.00
Computer Graphics Designer	\$100.00
CAD I	\$95.00
CAD II	\$85.00
1 Person Survey Crew	\$115.00
2 Person Survey Crew	\$150.00
3 Person Survey Crew & UAV Crew (Excluding Equipment Charge)	\$190.00
Resident Project Representative	\$85.00
Computer Administrator	\$100.00
Administrative Support	\$60.00
Travel	\$0.55/mile
Direct Expense	Cost + 10%
UAV Equipment Charge	\$100/mission
Prints (In-house Reproduction)	\$2.50/sheet
Overtime	(1.5xHourly Rate)
24x36 Mounted Prints	\$90 (First Board)/ \$40 (Additional Boards from the Same Order)

GENERAL CONDITIONS

INVOICES & PAYMENT

Invoices are sent monthly or sooner if project is complete. Payment Terms: Net 30 days of invoice date. Any invoice not paid within 30 days shall bear interest at 1.0% per month (12% annually). If required to engage legal counsel to collect an overdue invoice, DBF shall be entitled to also recover its costs of collection, including counsel fees and expenses. DBF reserves the right to adjust its schedule of rates annually. Any such adjustments will be effective within 30 days after written notification to the client.

TERMINATION OF CONTRACT

Client may terminate this agreement upon seven days' prior written notice to DBF for convenience or cause. DBF may terminate this agreement for cause upon seven days' prior written notice to client. Failure of client to pay invoices when due shall be cause for immediate suspension and ultimate termination of services, at DBF's sole discretion. This agreement may be terminated by either party for any reason with 30 days advance notice.

LIMITATION OF LIABILITY

Client agrees to limit DBF's liability related to any errors or omissions to a sum that shall not exceed the total professional fee for the project.

INDEMNIFICATION

Client and DBF each agree to indemnify and hold the other harmless, and their respective officers, employees, agents and representatives, from and against liability for all claims, losses, damages and expenses, including reasonable attorney's fees caused by the other's negligence. To the extent such claims, losses, damages, or expenses are caused by the joint or concurrent negligence of client and DBF, the same shall be borne by each party in proportion to its negligence. This shall in no way affect the limitation of DBF's liability expressed in the preceding paragraph.

FORCE MAJEURE

Neither party shall be deemed in default of this Agreement to the extent that any delay or failure in the performance of its obligations results from any cause beyond its reasonable control and without its negligence.

CONSTRUCTION PHASE SERVICES

If this agreement provides for any construction phase services by DBF, it is understood that the contractor, not DBF, is solely responsible for the construction of the project, and that DBF shall not be responsible for the acts or omissions of any contractor, subcontractor, or material supplier; for safety precautions, programs or enforcement; or for construction means, methods, techniques, sequences and procedures employed by the contractor, its subcontractors or suppliers.

N:\FORMS\DoNotDelete\Rates\2020 - Rates Draft\SCHEDULE OF RATES AND GC NO. 48
Municipal_040120.docx

OWNERSHIP OF DOCUMENTS

All documents prepared or furnished by DBF pursuant to this agreement, including electronic media, are instruments of DBF's professional service, and DBF shall retain an ownership and property interest therein. DBF grants client, during the period of DBF's service, a license to use such documents for the purpose of constructing, occupying, and maintaining the project. Reuse or modification of any such documents by client or client's agents, without DBF's written permission, shall be at client's sole risk; and client agrees to indemnify and hold DBF harmless from all claims, damages and expenses, including attorneys' fees, arising out of such reuse by client or by others acting through or with the consent of client.

USE OF DIGITAL MEDIA

Copies of documents that may be relied upon by client are limited to the printed copies (also known as hard copies) that are signed or sealed by DBF. Files in digital media format or text, data, graphic or other types that are furnished by DBF to client are only for convenience of client. Any conclusion or information obtained or derived from such electronic files will be at the user's sole risk. AutoCAD, or other similar files in dwg. format, will be made available to Users only at the discretion of DBF and only following mutual acceptance of the Digital Media Release Agreement prepared by DBF. DBF reserves the right to separately charge a fee for the release of selected files.

SUCCESSORS & ASSIGNS

The client and DBF bind themselves, their partners, successors, assigns and legal representatives to the other party to this agreement and to the partners, successors, assigns and legal representatives of such other party with respect to all covenants of this agreement. Neither party shall assign, sublet, or transfer any interest in this agreement without the written consent of the other.

MISCELLANEOUS PROVISIONS

Unless otherwise specified, this agreement shall be governed by laws of the State in which the work is performed, and the courts of such State shall have exclusive jurisdiction over any disputes hereunder. If this schedule is incorporated or referenced in an agreement with client, the terms of this schedule shall prevail in the event of any conflict with the terms of such agreement.

REIMBURSABLE EXPENSES

Other expenses known as direct expenses incurred in the interest of the project (including travel, toll communications, postage, delivery, photographs, subcontract engineering, testing or other consultants, renderings, models, etc.) will be billed monthly at DBF's actual cost plus ten percent.

September 9, 2022

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

Town of Berlin
10 Williams Street
Berlin, MD 21811

Attn: Ms. Mary Bohlen
Town Administrator

Re: Engineering Administration Services
Former Tyson Plant Selective Demolition
Town of Berlin, Maryland
DBF # 050A002.022

Dear Ms. Bohlen:

Davis, Bowen & Friedel, Inc., (DBF) is pleased to offer the following proposal for engineering administration services associated with the selective demolition of the former Tyson plant located on the Heron Park property. Professional engineering services for bidding administration, construction administration and inspections would include the following:

Engineering Administration Services:

Not-to-Exceed Fee \$16,000

1. Bidding administration services will include advertisement of bid, soliciting bids from contractors, conducting a pre-bid meeting on site, answering RFI's, opening and reviewing bids and recommendation of award.
2. Construction administration services will include conducting preconstruction conference on site, reviewing submittals, conducting progress meetings and contract closeout.
3. Limited inspections are anticipated and can likely be conducted as needed during progress meetings.

We will provide the services described above on an hourly basis with a not-to-exceed fee indicated. This or any other work requested and authorized by the Town will be billed in accord with the attached Schedule of Rates No 48. Invoices for all services will be rendered monthly based upon actual work completed during the previous month. Payment terms and any authorized additional services will be in accordance with Schedule of Rates No. 48.

We appreciate the opportunity to provide this proposal and look forward to working with the Town to successfully complete this project. If this proposal is acceptable to you, please sign on the space provided and return one copy for our files. This proposal is valid for 60 days.

Sincerely,
DAVIS, BOWEN & FRIEDEL, INC.

Andrew E. Welch

Andrew E. Welch, P.E.
Associate

N:\Promotional\Proposals\2022\050A002.022Proposal.aew.docx
Enclosure

Accepted By: _____ Date: _____
Town of Berlin

DAVIS, BOWEN & FRIEDEL, INC. ("DBF")
SCHEDULE OF RATES AND GENERAL CONDITIONS

SCHEDULE NO. 48
Effective January 1, 2021

CLASSIFICATION	HOURLY RATE
Principal	\$190.00
Senior Architect, Sr. Landscape Architect, Sr. Engineer, Sr. Surveyor	\$160.00
Architect, Landscape Architect, Engineer, Surveyor	\$130.00
Senior Manager: Architecture, Landscape Architecture, Engineering, Surveying	\$145.00
Manager: Architecture, Landscape Architecture, Engineering, Surveying	\$115.00
Construction Administrator	\$130.00
Senior Designer	\$120.00
Designer	\$110.00
GIS Specialist	\$120.00
Computer Graphics Designer	\$100.00
CAD I	\$95.00
CAD II	\$85.00
1 Person Survey Crew	\$115.00
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N:\FORMS\DoNotDelete\Rates\2020 - Rates Draft\SCHEDULE OF RATES AND GC NO. 48
Municipal_040120.docx

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Mary Bohlen

From: Jamey Latchum
Sent: Thursday, October 6, 2022 7:14 AM
To: Mary Bohlen
Subject: Effluent pump

Mary,

I am asking you to approve the repair for AC Shultz to rebuild the effluent pump. That is one of two pumps that pump all the treated effluent water from the plant to spray site. We are only using one pump due to that one is out. I know it will put us over budget but with the extra septic hauler money we will have enough to cover the repair. We budgeted \$150,000 and at the end of August we where at \$140,000 and for the month of September they have hauled in \$57,000. If you have any more questions feel free to call me.



Jamey Latchum - Director of Water Resources
Town of Berlin

10 William Street, Berlin, MD 21811

Office: 410-641-3845 | Fax: 410-641-3576
jlatchum@berlinmd.gov | berlinmd.gov

This e-mail and any of its attachments may contain information that is privileged and confidential. This e-mail is intended solely for the use of the individual or entity to which it is addressed. If you are not the intended recipient of this e-mail, you are hereby notified that any dissemination, distribution, copying, or action taken in relation to the contents of and attachments to this e-mail is strictly prohibited and may be subject to penalties under the Electronic Communications Privacy Act, 18 U.S.C. §§ 2510-2521 and other applicable laws. If you have received this e-mail in error, please notify the sender immediately and permanently delete the original and any copy of this e-mail and destroy any printed version thereof.



A.C. Schultes of Delaware, Inc.

P.O. Box 188 * 16289 Sussex Highway
Bridgeville, DE 19933
24 Hour Service
(302) 337-8254
Fax (302) 337-8234

October 4, 2022

Mr. Jamey Latchum
Town of Berlin
10 William Street
Berlin, MD 21811

RE: WASTEWATER PUMP#1
ACSD QUOTE JO#708

Dear Mr. Latchum,

A.C. SCHULTES PUMP AND MOTOR DIVISION recently disassembled and inspected the above vertical turbine short coupled pump assembly. The following repairs are necessary to return the pump to proper operation:

- Clean and straighten head shaft
- Blast and paint discharge head
- Rework stuffing box
- Replace 1 11/16" line shaft and couplings
- Rework bowl assembly including:
 - Fabricate new suction bearing
 - Fabricate new suction L bearing
 - Replace case plug
 - Fabricate six (6) new intermediate bowl bearings
 - Fabricate new wear rings
 - True impeller rings and re-ring bowl wear rings
 - Fabricate new discharge case bearing
 - Fabricate new impeller shaft
- Provide labor to reinstall pump

TOTAL COST TO PERFORM THE ABOVE SUBJECT WORK\$19,810.00

Thank you for your continued cooperation on this project. Our payment terms are Net 30 Days. All unpaid invoices beyond 30 days will be assessed a 1.5% finance charge per month. We also accept Visa and MasterCard credit card payments. If payment is made with a credit card, please add 3.5% to total invoice amount for credit card processing. This proposal may be withdrawn or renegotiated by our firm if not accepted within 30 days. Authorization to proceed can be given by signing the attached authorization form and returning it to my attention at P.O. Box 188, Bridgeville, DE 19933, faxing it to 302-337-8234 or e-mailing it to joursler@acsde.net

Respectfully,

A.C. SCHULTES OF DELAWARE, INC.

Jory Oursler

Jory Oursler
President

JO\bh

AUTHORIZATION TO PROCEED

I, _____, representing _____

hereby authorize A.C. SCHULTES OF DELAWARE, INC. to proceed with the scope of work as described in their proposal dated, October 4,2022.

Signed: _____ Date: _____

Printed: _____ Witnessed: _____

PO # _____ E-Mail for Invoicing: _____

ACSD QUOTE JO#708

TAX EXEMPTION CERTIFICATE #



TOWN OF BERLIN

ELECTION TALLY
OCTOBER 4, 2022
REGULAR MUNICIPAL ELECTION

Page 1 of 1

<u>AT-LARGE</u>	<u>District 1</u>		<u>District 2</u>		<u>District 3</u>		<u>District 4</u>		<u>Total</u>
	<u>Regular Ballots</u>	<u>Absentee Ballots</u>	<u>Regular Ballots</u>	<u>Absentee Ballots</u>	<u>Regular Ballots</u>	<u>Absentee Ballots</u>	<u>Regular Ballots</u>	<u>Absentee Ballots</u>	
Jay Knerr	UNCONTESTED								

<u>DISTRICT 1:</u>	<u>Regular Ballots</u>	<u>Absentee Ballots</u>	<u>Totals</u>
James Steven (Steve) Green	UNCONTESTED		

<u>DISTRICT 4:</u>	<u>Regular Ballots</u>	<u>Absentee Ballots</u>	<u>Totals</u>
Dean Jonathian Burrell	34	3	37
Anthony T. (Tony) Weeg	34	1	35

Certified this 4 day of October, 2022, by

Gina Velong

Gina Velong, Chair, Board of Supervisors of Elections

Certified to:

Mary Bohlen

Mary Bohlen, Town Administrator

TOWN OF BERLIN

VOTER TURN-OUT
REGULAR ELECTION - OCTOBER 4, 2022

3816 Number of registered voters registered at the close of the books (active & inactive).

Numbers provided by Wor. Cnty Bd of Elections 9/6/2022

District 1 = 1076

District 2 = 951

District 3 = 901

District 4 = 888
3816

Number of absentee ballots requested.

DISTRICT 4

68 Number voting at the polls

4 Absentee 4 Requested/Issued

72 Total voting 10/04/22

8.11% Voter Turnout

Not Applicable

DISTRICT 1

Number voting at the polls

0 Absentee 0 Requested/Issued

0 Total voting 10/04/22

0.00% Voter Turnout

DISTRICT 2

Number voting at the polls

2 Absentee 3 Requested/Issued

2 Total voting 10/04/22

0.21% Voter Turnout

DISTRICT 3

Number voting at the polls

3 Absentee 3 Requested/Issued

3 Total voting 10/04/22

0.33% Voter Turnout



Check Run Reports for:

09.22.22

09.23.22

09.26.22

****FULL CHECK RUNS AND CREDIT CARD STATEMENTS ARE
AVAILABLE IN THE ONLINE PACKET**



Town of Berlin, MD

Payment Register

APPKT02460 - 20220922SW

01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number	Vendor Name			Total Vendor Amount
0003294	EVERETT A SPELLS			150.00
Payment Type	Payment Number	Payment Date	Payment Amount	
Check		09/22/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
SEPT 18 FY23	FARMER'S MARKET MUSIC	09/22/2022	09/22/2022	0.00 150.00

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Check	1	1	0.00	150.00
Packet Totals:		1	1	0.00	150.00



Town of Berlin, MD

Payment Register

APPKT02462 - 20220923SW

01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number	Vendor Name			Total Vendor Amount
0000060	ACTION ISLAND GRAPHICS			220.06
Payment Type	Payment Number	Payment Date	Payment Amount	
Check		09/23/2022	220.06	
Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
7965	LONG SLEEVE TEE SHIRTS FOR EMPLOYEES	09/23/2022	09/23/2022	0.00 220.06

Vendor Number	Vendor Name			Total Vendor Amount
0000166	ANIXTER POWER SOLUTIONS, LLC			7,425.00
Payment Type	Payment Number	Payment Date	Payment Amount	
Check		09/23/2022	7,425.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
5416920-00	2,500 PRIMARY UNDERGROUND CABLE OKONITE 25 KV	09/23/2022	09/23/2022	0.00 7,425.00

Vendor Number	Vendor Name			Total Vendor Amount
0000249	ATLANTIC TRACTOR			31.24
Payment Type	Payment Number	Payment Date	Payment Amount	
Check		09/23/2022	31.24	
Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
P52175	TORO BELT PULLY	09/21/2022	09/21/2022	0.00 31.24

Vendor Number	Vendor Name			Total Vendor Amount
0003317	CARTER MACHINERY COMPANY INC			2,499.98
Payment Type	Payment Number	Payment Date	Payment Amount	
Check		09/23/2022	2,499.98	
Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
00321620	POWELLTON AVE PUMP STATION BACK UP GENERATOR REN	09/22/2022	09/22/2022	0.00 1,313.47
OP01539	POWER PLANT - G3520 COOLANT LEAK	09/23/2022	09/23/2022	0.00 301.36
OP01547	REPLACE GENERATOR FUEL INJECTION LINES	09/23/2022	09/23/2022	0.00 885.15

Vendor Number	Vendor Name			Total Vendor Amount
0000511	CHOPTANK ELECTRIC COOPERATIVE, INC.			1,100.96
Payment Type	Payment Number	Payment Date	Payment Amount	
Check		09/23/2022	1,100.96	
Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
414700 SEPT FY 23	UTILITY -SPRAY SITES	09/21/2022	09/21/2022	0.00 871.12
9913024900 SEPT FY 23	UTILITY -SPRAY SITES	09/21/2022	09/21/2022	0.00 229.84

Vendor Number	Vendor Name			Total Vendor Amount
0002647	CINTAS RUGS			970.32
Payment Type	Payment Number	Payment Date	Payment Amount	
Check		09/23/2022	970.32	
Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
17363075	FLOOR MATS, COVERALLS AND RUGS - POWER PLANT	09/21/2022	09/21/2022	0.00 909.02
4131835579	RUG SERVICE	09/21/2022	09/21/2022	0.00 61.30

Vendor Number	Vendor Name			Total Vendor Amount
0003443	CORE & MAIN LP			3,351.00
Payment Type	Payment Number	Payment Date	Payment Amount	
Check		09/23/2022	3,351.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
R516676	METERS	09/22/2022	09/22/2022	0.00 3,351.00

Payment Register
APPKT02462 - 20220923SW

Vendor Number	Vendor Name					Total Vendor Amount
0000678	DAVIS, BOWEN & FRIEDEL					7,600.78
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/23/2022	7,600.78	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
138165	BROAD ST PUMP STATION	09/21/2022	09/21/2022	0.00	160.00	
168157	PROJ 0050A002.001 GENERAL ON CALL ENGINEERING SVCS	09/21/2022	09/21/2022	0.00	559.38	
168158	PROJ 0050A002.009 PURNELL CROSSING	09/21/2022	09/21/2022	0.00	1,430.00	
168159	PROJ 0050A002.033 BERLIN SONRISE CHURCH PROPERTY	09/21/2022	09/21/2022	0.00	300.00	
168160	PROJ 0050A002.059 WILLOW AT BERLIN	09/21/2022	09/21/2022	0.00	450.00	
168161	PROJ 0050A002.061 IG BURTON CHEVROLET DEALERSHIP	09/21/2022	09/21/2022	0.00	405.00	
168162	BERLIN AUTOZONE	09/21/2022	09/21/2022	0.00	180.00	
168163	BRANCH ST WELL #3 REPLACEMENT	09/21/2022	09/21/2022	0.00	1,373.90	
168164	SMART METER UPGD PROJECT	09/21/2022	09/21/2022	0.00	160.00	
168166	PROJ 0050A114.A01 PUMP STAT REHAB-WILLIAM ST	09/21/2022	09/21/2022	0.00	1,582.50	
168167	PROJ 0050A115.B1 STEPHEN DECATUR PARK COMFORT STA	09/21/2022	09/21/2022	0.00	1,000.00	

Vendor Number	Vendor Name					Total Vendor Amount
0003161	EASTERN SHORE MOBILE DRUG & ALCOHOL TESTING LLC					407.84
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/23/2022	407.84	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
2743	QTRLY RANDOM DRUG SCREENINGS	09/23/2022	09/23/2022	0.00	407.84	

Vendor Number	Vendor Name					Total Vendor Amount
0000802	EASTERN WATER BLAST SYSTEM					322.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/23/2022	322.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
218744	REPAIR POWERWASHER	09/21/2022	09/21/2022	0.00	322.00	

Vendor Number	Vendor Name					Total Vendor Amount
0000907	FLAG PUBLICATIONS INC					57.50
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/23/2022	57.50	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
351991	2022 ELECTION ADVERTISING	09/22/2022	09/22/2022	0.00	33.75	
351992	ADMINISTRATION ADVERTISEMENTS	09/22/2022	09/22/2022	0.00	23.75	

Vendor Number	Vendor Name					Total Vendor Amount
0000932	GAME TIME					2,980.73
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/23/2022	2,980.73	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
PJI-0192758	PLAYGROUND EQUIPMENT	09/21/2022	09/21/2022	0.00	2,980.73	

Vendor Number	Vendor Name					Total Vendor Amount
0003307	GARRETT NEEB					273.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/23/2022	273.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
09/20/2022	FARMER'S MARKET MANAGER SEPT 4,18,26	09/22/2022	09/22/2022	0.00	273.00	

Vendor Number	Vendor Name					Total Vendor Amount
0000968	GOODY HILL GROUND WORK INC					1,897.80
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/23/2022	1,897.80	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
10188	THOMAS CT STORMPIPE	09/22/2022	09/22/2022	0.00	1,897.80	

Payment Register
APPKT02462 - 20220923SW

Vendor Number	Vendor Name					Total Vendor Amount
0001040	HOME DEPOT CREDIT CARD SERVICES					1,307.03
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/23/2022	1,307.03	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
20288,3015338,7051385,602	MONTHLY SUPPLIES	09/23/2022	09/23/2022	0.00	318.92	
VARIOUS INVS-----	TOOLS, PARTS AND OTHER SUPPLIES	09/23/2022	09/23/2022	0.00	348.96	
---VARIOUS INVS	TOOLS, PARTS AND OTHER SUPPLIES	09/23/2022	09/23/2022	0.00	639.15	
Vendor Number	Vendor Name					Total Vendor Amount
0001278	LAWRENCE TIM					518.90
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/23/2022	518.90	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
REIMB 9/20/2022	LUNCHEON-FOOD EXPENSE - CLAUDE LITTLETON RETIRE	09/22/2022	09/22/2022	0.00	518.90	
Vendor Number	Vendor Name					Total Vendor Amount
0001693	PHILLIPS SIGNS					2,176.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/23/2022	2,176.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
19508	SPRAY SITE A FACILITY SIGN	09/21/2022	09/21/2022	0.00	2,176.00	
Vendor Number	Vendor Name					Total Vendor Amount
0002026	SUN SIGNS					375.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/23/2022	375.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
15858	CHANGE DATE AND TIME ON (3)TOUCH A TRUCK BANNERS	09/22/2022	09/22/2022	0.00	375.00	
Vendor Number	Vendor Name					Total Vendor Amount
0002163	TOWN OF BERLIN					31,357.90
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/23/2022	31,357.90	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
SEPT FY 23	TOWN UTILITY BILLINGS	09/22/2022	09/22/2022	0.00	31,357.90	
Vendor Number	Vendor Name					Total Vendor Amount
0002928	UNIFIRST CORPORATION					421.20
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/23/2022	421.20	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1430028042	UNIFORM AND CLEANING SERVICE - PUBLIC WORKS	09/21/2022	09/21/2022	0.00	140.40	
-1430028042	HATS	09/23/2022	09/23/2022	0.00	280.80	
Vendor Number	Vendor Name					Total Vendor Amount
0003207	UNITED ENERGY TRADING LLC					6,451.56
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/23/2022	6,451.56	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
212929	NATURAL GAS TRANSPORTATION - POWER PLANT	09/23/2022	09/23/2022	0.00	3,215.18	
213722	NATURAL GAS TRANSPORTATION - POWER PLANT	09/23/2022	09/23/2022	0.00	3,236.38	
Vendor Number	Vendor Name					Total Vendor Amount
0002246	VERIZON-000014448231					810.61
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/23/2022	810.61	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
000014448231 SEPT FY 23	VERIZON TELEPHONE SERVICE 000014448231	09/22/2022	09/22/2022	0.00	810.61	

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Vendor Number	Vendor Name					Total Vendor Amount
0002247	VERIZON-000718605643					55.65
Payment Type	Payment Number				Payment Date	Payment Amount
Check					09/23/2022	55.65
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
000718605643 SEPT FY 23	VERIZON TELEPHONE SERVICE 000718605643	09/22/2022	09/22/2022	0.00	55.65	
Vendor Number	Vendor Name					Total Vendor Amount
0002857	VERIZON-850462866001-13					47.34
Payment Type	Payment Number				Payment Date	Payment Amount
Check					09/23/2022	47.34
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
850462866001-13 SEPT FY 23	VERIZON SERVICE 850462866001-13	09/22/2022	09/22/2022	0.00	47.34	
Vendor Number	Vendor Name					Total Vendor Amount
0002284	WATER TESTING LABS					135.00
Payment Type	Payment Number				Payment Date	Payment Amount
Check					09/23/2022	135.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
S20259	BACT FRANKLIN WATER TOWER	09/21/2022	09/21/2022	0.00	135.00	
Vendor Number	Vendor Name					Total Vendor Amount
0002304	WEST OCEAN CITY ILLNESS & INJURY CENTER					125.00
Payment Type	Payment Number				Payment Date	Payment Amount
Check					09/23/2022	125.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
18781547	EMPLOYEE DOT PHYSICAL	09/23/2022	09/23/2022	0.00	125.00	
Vendor Number	Vendor Name					Total Vendor Amount
0002364	WORCESTER COUNTY ART COUNCIL					100.00
Payment Type	Payment Number				Payment Date	Payment Amount
Check					09/23/2022	100.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
100	PLEIN AIR AWARD SPONSORSHIP	09/22/2022	09/22/2022	0.00	100.00	

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Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Check	46	27	0.00	73,019.40
Packet Totals:		46	27	0.00	73,019.40



Town of Berlin, MD

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01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number	Vendor Name			Total Vendor Amount
0003345	HALL ADAM			150.00
Payment Type	Payment Number	Payment Date	Payment Amount	
Check		09/26/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
1ST QRT FY 23	CELL PHONE ALLOWANCE	09/26/2022	09/26/2022	0.00 150.00

Vendor Number	Vendor Name			Total Vendor Amount
0000187	SULLIVAN ANTHONY			150.00
Payment Type	Payment Number	Payment Date	Payment Amount	
Check		09/26/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
1ST QRT FY 23	CELL PHONE ALLOWANCE	09/26/2022	09/26/2022	0.00 150.00

Vendor Number	Vendor Name			Total Vendor Amount
0002916	BASSETT DAVID			150.00
Payment Type	Payment Number	Payment Date	Payment Amount	
Check		09/26/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
1ST QRT FY 23	CELL PHONE ALLOWANCE	09/26/2022	09/26/2022	0.00 150.00

Vendor Number	Vendor Name			Total Vendor Amount
0000380	BIRELEY CHRISTOPHER			150.00
Payment Type	Payment Number	Payment Date	Payment Amount	
Check		09/26/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
1ST QRT FY 23	CELL PHONE ALLOWANCE	09/26/2022	09/26/2022	0.00 150.00

Vendor Number	Vendor Name			Total Vendor Amount
0000393	BOHLEN MARY			150.00
Payment Type	Payment Number	Payment Date	Payment Amount	
Check		09/26/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
1ST QRT FY 23	CELL PHONE ALLOWANCE	09/26/2022	09/26/2022	0.00 150.00

Vendor Number	Vendor Name			Total Vendor Amount
0000399	BRAGG MERLE			150.00
Payment Type	Payment Number	Payment Date	Payment Amount	
Check		09/26/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
1ST QRT FY 23	CELL PHONE ALLOWANCE	09/26/2022	09/26/2022	0.00 150.00

Vendor Number	Vendor Name			Total Vendor Amount
0002636	BRATTEN GARY			150.00
Payment Type	Payment Number	Payment Date	Payment Amount	
Check		09/26/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
1ST QRT FY 23	CELL PHONE ALLOWANCE	09/26/2022	09/26/2022	0.00 150.00

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Vendor Number	Vendor Name					Total Vendor Amount
0000435	BURRELL DEAN SR					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/26/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1ST QRT FY 23	CELL PHONE ALLOWANCE	09/26/2022	09/26/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
0000451	CAMPBELL MICHAEL					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/26/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1ST QRT FY 23	CELL PHONE ALLOWANCE	09/26/2022	09/26/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
0003230	CHARLES JAMES					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/26/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1ST QRT FY 23	CELL PHONE ALLOWANCE	09/26/2022	09/26/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
0003079	CHESSER CODY					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/26/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1ST QRT FY 23	CELL PHONE ALLOWANCE	09/26/2022	09/26/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
0000541	CLARK ROBERT					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/26/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1ST QRT FY 23	CELL PHONE ALLOWANCE	09/26/2022	09/26/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
0000564	COFFEY MELISSA					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/26/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1ST QRT FY 23	CELL PHONE ALLOWANCE	09/26/2022	09/26/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
0000599	CORBIN SAMUEL					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/26/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1ST QRT FY 23	CELL PHONE ALLOWANCE	09/26/2022	09/26/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
0000668	DAVID C GASKILL, ATTORNEY AT LAW					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/26/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1ST QRT FY 23	CELL PHONE ALLOWANCE	09/26/2022	09/26/2022	0.00	150.00	

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Vendor Number 0003098	Vendor Name DAVIS JR DAVID					Total Vendor Amount 150.00
Payment Type Check	Payment Number					Payment Date 09/26/2022
Payable Number 1ST QRT FY 23	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payment Amount 150.00	
Vendor Number 0000728	Vendor Name DENNIS RICKY C					Total Vendor Amount 150.00
Payment Type Check	Payment Number					Payment Date 09/26/2022
Payable Number 202300256	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payment Amount 150.00	
Vendor Number 0000775	Vendor Name DOWNING ARNOLD					Total Vendor Amount 150.00
Payment Type Check	Payment Number					Payment Date 09/26/2022
Payable Number 1ST QRT FY 23	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payment Amount 150.00	
Vendor Number 0000777	Vendor Name DUFFY CAROLYN					Total Vendor Amount 150.00
Payment Type Check	Payment Number					Payment Date 09/26/2022
Payable Number 1ST QRT FY 23	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payment Amount 150.00	
Vendor Number 0000778	Vendor Name DUKES KEITH ALAN					Total Vendor Amount 150.00
Payment Type Check	Payment Number					Payment Date 09/26/2022
Payable Number 1ST QRT FY 23	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payment Amount 150.00	
Vendor Number 0002956	Vendor Name EARLY ALLISON					Total Vendor Amount 150.00
Payment Type Check	Payment Number					Payment Date 09/26/2022
Payable Number 1ST QRT FY 23	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payment Amount 150.00	
Vendor Number 0000843	Vendor Name ENGELHART DAVID					Total Vendor Amount 150.00
Payment Type Check	Payment Number					Payment Date 09/26/2022
Payable Number 1ST QRT FY 23	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payment Amount 150.00	
Vendor Number 0001581	Vendor Name EVANS NOAH DAVID					Total Vendor Amount 150.00
Payment Type Check	Payment Number					Payment Date 09/26/2022
Payable Number 1ST QRT FY 23	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payment Amount 150.00	

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Vendor Number 0000905	Vendor Name FISHER ROBERT					Total Vendor Amount 150.00
Payment Type Check	Payment Number					Payment Date 09/26/2022
Payable Number 1ST QRT FY 23	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payment Amount 150.00	
Vendor Number 0002920	Vendor Name FORTUNE BRIAN					Total Vendor Amount 150.00
Payment Type Check	Payment Number					Payment Date 09/26/2022
Payable Number 1ST QRT FY 23	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payment Amount 150.00	
Vendor Number 0001029	Vendor Name HIGGASON JIM					Total Vendor Amount 150.00
Payment Type Check	Payment Number					Payment Date 09/26/2022
Payable Number 1ST QRT FY 23	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payment Amount 150.00	
Vendor Number 0002971	Vendor Name HUNTER CALEB					Total Vendor Amount 150.00
Payment Type Check	Payment Number					Payment Date 09/26/2022
Payable Number 1ST QRT FY 23	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payment Amount 150.00	
Vendor Number 0001054	Vendor Name HURLEY DONALD M. III					Total Vendor Amount 150.00
Payment Type Check	Payment Number					Payment Date 09/26/2022
Payable Number 1ST QRT FY 23	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payment Amount 150.00	
Vendor Number 0002532	Vendor Name JENSEN KELSEY					Total Vendor Amount 150.00
Payment Type Check	Payment Number					Payment Date 09/26/2022
Payable Number 1ST QRT FY 23	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payment Amount 150.00	
Vendor Number 0003468	Vendor Name KATHRYN DAUB					Total Vendor Amount 50.00
Payment Type Check	Payment Number					Payment Date 09/26/2022
Payable Number 1ST QRT FY 23	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payment Amount 50.00	
Vendor Number 0001228	Vendor Name KERR JOSEPH					Total Vendor Amount 150.00
Payment Type Check	Payment Number					Payment Date 09/26/2022
Payable Number 1ST QRT FY 23	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payment Amount 150.00	

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Vendor Number	Vendor Name					Total Vendor Amount
0003202	KNERR JAY					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/26/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1ST QRT FY 23	CELL PHONE ALLOWANCE	09/26/2022	09/26/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
0001268	LATCHUM JAMES					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/26/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1ST QRT FY 23	CELL PHONE ALLOWANCE	09/26/2022	09/26/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
0001278	LAWRENCE TIM					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/26/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1ST QRT FY 23	CELL PHONE ALLOWANCE	09/26/2022	09/26/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
0001280	LAWSON JEFFREY D					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/26/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1ST QRT FY 23	CELL PHONE ALLOWANCE	09/26/2022	09/26/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
0001314	LITTLETON CLAUDE					100.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/26/2022	100.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1ST QRT FY 23	CELL PHONE ALLOWANCE	09/26/2022	09/26/2022	0.00	100.00	
Vendor Number	Vendor Name					Total Vendor Amount
0002800	LLOYD KEVIN					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/26/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1ST QRT FY 23	CELL PHONE ALLOWANCE	09/26/2022	09/26/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
0001318	LOCKWOOD JAMES					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/26/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1ST QRT FY 23	CELL PHONE ALLOWANCE	09/26/2022	09/26/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
0003219	MARSHALL AVERY					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/26/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1ST QRT FY 23	CELL PHONE ALLOWANCE	09/26/2022	09/26/2022	0.00	150.00	

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Vendor Number 0003449	Vendor Name MILLER PAUL					Total Vendor Amount 150.00
Payment Type Check	Payment Number			Payment Date 09/26/2022	Payment Amount 150.00	
Payable Number 1ST QRT FY 23	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payable Amount 150.00	
Vendor Number 0001534	Vendor Name MUMFORD WILLIE					Total Vendor Amount 150.00
Payment Type Check	Payment Number			Payment Date 09/26/2022	Payment Amount 150.00	
Payable Number 1ST QRT FY 23	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payable Amount 150.00	
Vendor Number 0003451	Vendor Name NEIL CARROLL					Total Vendor Amount 50.00
Payment Type Check	Payment Number			Payment Date 09/26/2022	Payment Amount 50.00	
Payable Number 1ST QRT FY 23	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payable Amount 50.00	
Vendor Number 0003344	Vendor Name NEWSOME JUSTIN					Total Vendor Amount 150.00
Payment Type Check	Payment Number			Payment Date 09/26/2022	Payment Amount 150.00	
Payable Number 1ST QRT FY 23	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payable Amount 150.00	
Vendor Number 0003203	Vendor Name NICHOLS SHANEKA					Total Vendor Amount 150.00
Payment Type Check	Payment Number			Payment Date 09/26/2022	Payment Amount 150.00	
Payable Number 1ST QRT FY 23	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payable Amount 150.00	
Vendor Number 0001593	Vendor Name O'CONNOR MICHAEL					Total Vendor Amount 150.00
Payment Type Check	Payment Number			Payment Date 09/26/2022	Payment Amount 150.00	
Payable Number 1ST QRT FY 23	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payable Amount 150.00	
Vendor Number 0003229	Vendor Name ODEGAARD JASON					Total Vendor Amount 100.00
Payment Type Check	Payment Number			Payment Date 09/26/2022	Payment Amount 100.00	
Payable Number 1ST QRT FY 23	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payable Amount 100.00	
Vendor Number 0001649	Vendor Name PARKINSON ALAN					Total Vendor Amount 150.00
Payment Type Check	Payment Number			Payment Date 09/26/2022	Payment Amount 150.00	
Payable Number 1ST QRT FY 23	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payable Amount 150.00	

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Vendor Number 0001688	Vendor Name PFALLER MEGHAN					Total Vendor Amount 150.00
Payment Type Check	Payment Number					Payment Date 09/26/2022
Payable Number 1ST QRT FY 23	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payment Amount 150.00	
Vendor Number 0001705	Vendor Name PITTS MARCUS					Total Vendor Amount 100.00
Payment Type Check	Payment Number					Payment Date 09/26/2022
Payable Number 1ST QRT FY 23	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payment Amount 100.00	
Vendor Number 0002942	Vendor Name ROMBLAD CONNOR A					Total Vendor Amount 150.00
Payment Type Check	Payment Number					Payment Date 09/26/2022
Payable Number 1ST QRT FY 23	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payment Amount 150.00	
Vendor Number 0001555	Vendor Name SALEH NATALIE					Total Vendor Amount 150.00
Payment Type Check	Payment Number					Payment Date 09/26/2022
Payable Number 1ST QRT FY 23	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payment Amount 150.00	
Vendor Number 0001885	Vendor Name SATCHELL SR EARLEST M					Total Vendor Amount 150.00
Payment Type Check	Payment Number					Payment Date 09/26/2022
Payable Number 1ST QRT FY 23	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payment Amount 150.00	
Vendor Number 0003140	Vendor Name SHORD ELIZABETH					Total Vendor Amount 150.00
Payment Type Check	Payment Number					Payment Date 09/26/2022
Payable Number 1ST QRT FY 23	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payment Amount 150.00	
Vendor Number 0002632	Vendor Name THOMAS TUBBS					Total Vendor Amount 150.00
Payment Type Check	Payment Number					Payment Date 09/26/2022
Payable Number 1ST QRT FY 23	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payment Amount 150.00	
Vendor Number 0002166	Vendor Name TOWNSEND MICHELLE					Total Vendor Amount 150.00
Payment Type Check	Payment Number					Payment Date 09/26/2022
Payable Number 1ST QRT FY 23	Description CELL PHONE ALLOWANCE	Payable Date 09/26/2022	Due Date 09/26/2022	Discount Amount 0.00	Payment Amount 150.00	

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Vendor Number	Vendor Name					Total Vendor Amount
0002193	UNGER JOANN					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/26/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1ST QRT FY 23	CELL PHONE ALLOWANCE	09/26/2022	09/26/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
0002294	WEBB EDWARD					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/26/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1ST QRT FY 23	CELL PHONE ALLOWANCE	09/26/2022	09/26/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
0002299	WELLS IVY					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/26/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1ST QRT FY 23	CELL PHONE ALLOWANCE	09/26/2022	09/26/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
0002309	WHITE SHIRLEY					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/26/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1ST QRT FY 23	CELL PHONE ALLOWANCE	09/26/2022	09/26/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
0002316	WIENHOLD AUGUST J.					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/26/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1ST QRT FY 23	CELL PHONE ALLOWANCE	09/26/2022	09/26/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
0002338	WISE RONDELL					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				09/26/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1ST QRT FY 23	CELL PHONE ALLOWANCE	09/26/2022	09/26/2022	0.00	150.00	

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Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Check	61	61	0.00	8,800.00
Packet Totals:		61	61	0.00	8,800.00