



**BERLIN MAYOR AND COUNCIL  
Meeting Agenda**

**Berlin Town Hall  
10 William Street  
Monday, May 8, 2023**

**NEW AGENDA FORMAT:** Please note that times indicated below are approximate. Also note additional timing protocols that may be indicated for specific agenda items.

**7:00 PM CALL TO ORDER, REGULAR SESSION – Council Chambers**

**1. 7:05 PM CONSENT AGENDA:**

- a) Approval of Minutes for:
1. Work Session of 4.17.23
  2. Regular Session of 4.24.23

**2. 7:10 PM First Reading:** Ordinance 2023-03 FY24 Budget Adoption – Mayor Zack Tyndall (Public Hearing will be held Monday, June 12, 2023).

**3. 7:40 PM ITEM(S) FOR APPROVAL:**

- a) Motion 2023-12: Business License Fees – Economic and Community Development Director Ivy Wells

**4. 7:45 PM DISCUSSION:** Speeding – Mayor Zack Tyndall, Chief of Police Arnold Downing

**5. 8:00 PM REPORTS:** Town Administrator’s Report, Departmental Reports

**5. 8:15 PM COMMENTS FROM THE PUBLIC**

Any person who may wish to speak on a matter at the Regular Session may be heard during COMMENTS FROM THE PUBLIC for a period of five (5) minutes or such time as may be deemed appropriate by the Mayor. Anyone wishing to be heard shall state their name, street name, and subject on which they wish to speak.

**6. 8:30 PM COMMENTS FROM THE COUNCIL**

**7. 8:50 PM COMMENTS FROM THE MAYOR**

**8. 8:55 PM COMMENTS FROM THE PRESS**

**9. 9:00 PM ADJOURNMENT**

To access the Meeting via Facebook, please click the blue Facebook icon at the top of any page on [www.berlinmd.gov](http://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 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**  
**Utility Fund Work Session**  
**Monday, April 17, 2023**

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

**Present:** Mayor Zack Tyndall, Vice-President Dean Burrell, Councilmembers Steve Green, Jay Knerr, Shaneka Nichols, and Jack Orris.

**Staff Present:** Town Administrator Mary Bohlen, Finance Director Natalie Saleh, Water Resources Director Jamey Latchum, Human Resources Director Kelsey Jensen, Administrative Assistant Kate Daub, and Electric Utility Director Tim Lawrence (arrived late).

This meeting was also broadcast live via Facebook. Mayor Tyndall called the meeting to order at approximately 5:05 PM.

1. Opening Statement:

Mayor Tyndall explained part of the Utility Work Session is designed to allow for further review of healthcare numbers which are across the General Fund and the Enterprise Fund. He added the real estate tax rate for the General Fund will also be reviewed prior to a discussion concerning the Enterprise Funds. He introduced three members from Boy Scout Troop 261 present at the meeting; he noted the members are going for their Communications Merit Badge and part of the badge requirement is to attend a public meeting.

2. Health Care Renewal Overview:

Human Resources Director Kelsey Jensen and One Digital Representative Zach Hall shared an overview of healthcare renewal options available to the Town for Fiscal Year 2024. Ms. Jensen stated Carefirst has countered at a 5.5% increase, which she said differs from Carefirst's initial proposal of a 15% increase. She confirmed the proposed offer for coverage includes early renewal, multi-line discounts of dental and vision as well as the loyalty credit due to the Town having been enrolled with Carefirst for five years. She clarified that the coverage would be the same as is currently offered, adding this is a relief for the employee group that has established care with in-network providers and resources. Ms. Jensen clarified that should the Town pick up the full increase and not put anything on the employee, as well as factor in the standard utilization rate of the Health Reimbursement Account (HRA), it would result in a 5.08% increase for Fiscal Year 2024.

Ms. Jensen acknowledged that the Local Government Insurance Trust (LGIT) offers coverage options through Cigna; she said this option was considered as it would result in a 5.22% decrease and an annual projected savings of roughly \$48,000. However, she confirmed that LGIT requires a two-year contract, adding there is no rate guarantee for year two. She continued by saying an additional concern is that the Cigna network of providers is not as strong on the Eastern Shore compared to Carefirst's network and Terminal Claim Liability is not offered. Mr. Hall explained that LGIT coverage is doable, but he emphasized that being part of the Local Government Trust would result in transitioning to a self-funded model versus a fully insured product like Carefirst. Ms. Jensen stressed that until Cigna has a stronger network of care in the area, she would not consider changing over to LGIT at this time; she said it is her recommendation to remain with Carefirst for Fiscal Year 2024 at a 5.08% increase.

Mayor Tyndall said that the path forward would be to recommend Carefirst at the next Regular Session meeting of the Mayor and Council in the form of a motion; he confirmed that Carefirst would be introduced with the Town taking on the increase and not passing it along to the employee group this coming year.

3. Discussion: FY24 Real Estate Tax Rate:

Mayor Tyndall asked Finance Director Natalie Saleh to confirm the amount of the current deficit; Ms. Saleh explained that the Town is facing a \$220,000 deficit with consideration that the Town will be adding an additional \$122,000 to support continued funding for the Berlin Fire Company Emergency Medical Services (EMS). Ms. Saleh clarified that the additional amount would be added to the current deficit in the event the Local Development Council (LDC) denies the Town's request to allocate LDC funds to support the EMS expenditure. Should the allocation be denied, Ms. Saleh confirmed the total deficit would be roughly \$325,000. Mayor Tyndall acknowledged the challenge that the Council is trying to overcome involves the \$220,000 and said he welcomes suggestions on how to move forward to close the deficit. Councilmember Green commented that he would prefer to go with the high number of \$325,000 as he feels the LDC will not be approving the allocation of funds for the Berlin Fire EMS Services.

A lengthy discussion by the Council followed and various suggestions were presented to address the deficit which included several proposals for a path forward concerning the Wage and Compensation study. Mayor Tyndall said that in an effort to make sure there are many different pathways to pursue with the salary study given that its findings are still in draft form, he would like to see \$200,000 remain in the Contingency Fund to potentially cover what is needed to act on the study as part of the General Fund; however, he said he is open to reducing the number should the Council feel the action is appropriate.

To conclude the discussion, it was determined that a tax rate of \$.8350 would be entered into the ordinance and addressed further at the Real Estate Tax Rate Public Hearing to be held during the next Mayor and Council Regular Session meeting on Monday, April 24, 2023, at 7 PM.

4. Enterprise (Utility) Funds Overview:

Ms. Bohlen explained there are four funds that make up the Enterprise or Utility Fund that operate and run independently and provides a public service; she confirmed the four funds are the Electric Fund, Water Fund, Wastewater Fund, and Stormwater Fund. She said that each fund operates not from tax revenue dollars, but from user rates so that the monies directly pay for the services. Ms. Bohlen continued by saying the Electric Department is slightly different in that they recover their costs through the power cost rates per kilowatts paid by the users, but she said it is not as direct. Ms. Bohlen clarified that the funding the Town receives for the stormwater utility is key to the number of grants the Town has been able to leverage which she said the Town could never have funded on its own. She emphasized that all Enterprise Fund employees work diligently to ensure the daily operation of utility services for the comfort, health, and well-being of residents and businesses in the Town of Berlin.

5. Utility Fund - Water Resources Department:

a. Water fund revenue overview:

Finance Director Natalie Saleh gave an overview of the fund revenues and provided clarity on capital projects to which funding is allocated in the budget that will be carried over from Fiscal Year 2023 to Fiscal Year 2024. Vice President Burrell asked if there was an update on the Smart Meter project; Mr. Latchum said a mandatory pre-bid meeting was held on April 11, 2023, for all bidders, adding bids are due by May 11, 2023. He stated the deadline date allows for a two-week timeframe to come before the Mayor and Council with a recommendation on how to move forward. Mr. Latchum clarified the Request for Proposal states that work should begin within thirty days upon the awarding of the contract and the length of the contract is one hundred twenty calendar days. He said he anticipates the project's completion in October or November of 2023.

## b. Water Fund:

Mr. Latchum highlighted several notable changes reflected in the draft budget compared to the previous year. He explained the Capacity Management Plan listed needs to be updated as the Town's wastewater is at seven hundred fifty thousand gallons per day and drinking water is at five hundred thousand gallons. He said it is important to get a new capacity management plan in place to keep up with wastewater. Mr. Latchum continued by saying the department has increased employee training to ensure all members are properly trained on the new chemical treatment process for the wells, and he made the Council aware that he requested an additional \$100,000 as part of the Capital Outlay line item. Given that rising costs are being felt universally, Mr. Latchum said it is his hope to avoid having to appear before the Mayor and Council in the future to explain why a project or a necessary purchase may be over budget.

Ms. Saleh asked to point out that the plan is to use \$270,000 from EDU capital projects; she clarified that the EDU was intended to be collected and set aside for future capital projects and debt services.

## c. Wastewater Fund:

Ms. Saleh provided an overview of the fund revenues and expenses. Councilmember Orris asked about the status of the Broad Street Lift Station; Mr. Latchum said they continue to coordinate planning with Mr. Lawrence and the Electric Department as new transformers were to be ordered; he said he wanted to ensure there will be enough power getting to the station. He confirmed they are getting close to beginning the project and said he hopes to have a Request for a Proposal ready within the next two months to bid out the construction work. Councilmember Knerr asked what the nineteen percent reimbursement bond payment in the budget reflects; Mayor Tyndall answered that it is a bond obligation. Ms. Saleh indicated it is a spread from the debt that has been transferred to which each fund must pay back the interest. She clarified it is nineteen percent of the total interest.

Councilmember Orris asked for more information concerning the West Street Lift Station relocation listed as a Capital Outlay item; Mr. Latchum said the West Street lift station is currently located in the middle of the road and is a major safety concern. He said the County has a plot of land roughly twenty-five feet down the road and suggested that a new lift station be placed in this area per the County's approval to get the lift station out of the road. Additionally, Mr. Latchum shared that the current lift station is due for an upgrade which would be addressed as part of the relocation.

## d. Stormwater Fund:

Ms. Saleh gave an overview of the fund revenue and expenses. Mr. Latchum shared that the following week will mark the first time in two years his department will be fully staffed. Councilmember Knerr asked Ms. Jensen if the pay rate from new hires is based on what the Town is currently paying employees or what was proposed in the pay study; Ms. Jensen admitted that she looked at the pay study, however, she said she did not hit the midpoint because she was unsure of what the plan was going forward regarding its findings.

Councilmember Orris asked what the six hundred seventy-one percent increase in Contingency reflected; Ms. Saleh explained that the amount shown will be reduced by adjustments made to employee salary and will change to reflect employee health insurance. She added that the number will be different, however, she said it highlights projected revenues over the projected expenditures of the fund.

## 6. Utility Fund – Electric:

Finance Director Natalie Saleh gave an overview of the fund revenues and expenses; she acknowledged there are several differences between the various services provided by the department, including

residential, commercial, and general services. Vice President Burrell asked what General Service entails; Electric Utility Director Tim Lawrence said General Service includes everything that is not commercial service. Ms. Saleh continued by saying that the charge per kilowatt differs when more electricity is needed for properties with greater square footage. Mr. Lawrence explained a certain tier is reached once a property hits thirty-five hundred kilowatt hours of consumption twice in a twelve-month period. In this instance, he said that the property would automatically go to a General Service demand which is a different rate structure.

Ms. Saleh highlighted a new project to be pursued is the purchase of smart meters for the electric department. Mayor Tyndall said the meter reading system the Town currently uses is outdated and the technology is failing. Ms. Bohlen added the AMI radio meters being considered would be more in line with the state of where technology is; she said it would not be wise to continue with what the Town is currently using. Ms. Saleh explained the Town took on a smart meter pilot project in the downtown area ten years ago and said it has proven to be very efficient. Mayor Tyndall emphasized the main pathway the Town must address moving forward concerns the project's financing, adding that the Electric Fund has a layer of intricacy to it involving the Public Service Commission. He said the Town must structure such expenditures in a way that takes cost into consideration and allows the Town to go before the Commission to advocate for reimbursement.

When discussing the Power Plant fund revenues and expenses, Mr. Lawrence highlighted a new position that was included in the budget. He explained that he would like to add a Power Plant apprentice as there is currently only one person staffed for that department and said he believes it would be wise to begin succession planning.

Mr. Lawrence continued by saying an adjustment will be made to the line item for Pad Mount Transformers; he explained the price of transformers is beginning to come down, however, he confirmed they are still on a sixty-week backorder. He confirmed the line item will be reduced to \$40,000 versus the \$170,000 originally budgeted. After further discussion, it was discovered that clarification was needed to determine if a line item for transformers was a duplication; Ms. Saleh said she will revisit the breakdown of transformers with Mr. Lawrence to ensure the budget is accurate.

Councilmember Nichols asked how reimbursement works for applicable items in the electric budget; Mr. Lawrence provided an example by saying when the department installs a primary feed to a transformer as part of a new development, the developer pays for the material, labor, and vehicle charges. Ms. Saleh noted that such a line item is considered budget neutral.

6. Comments from the Council – none.

7. Comments from the Mayor

Mayor Tyndall thanked all staff members and Department Heads for their work on the Fiscal Year 2024 budget process.

The work session was adjourned at approximately 8:24 PM.

Respectfully Submitted,

*Kate Daub*

Kate Daub  
Administrative Assistant



**BERLIN MAYOR AND COUNCIL**  
**Meeting Minutes**  
**Monday, April 24, 2023**

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

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

**Staff Present:** Town Administrator Mary Bohlen, Economic and Community Development Director Ivy Wells, Finance Director Natalie Saleh, Electric Utility Director Tim Lawrence, Police Chief Arnold Downing, Public Works Director Jimmy Charles, Town Attorney David Gaskill, Human Resources Director Kelsey Jensen, and Administrative Assistant Kate Daub.

**Staff Absent:** Water Resources Director Jamey Latchum and Planning Director David Englehart.

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 7:05 PM.

1. Consent Agenda:

A) Approval of Minutes for:

1. Work Session Minutes of 4.03.23
2. Executive Session Minutes of 4.10.23
3. Regular Session Minutes of 4.10.23

On the motion of Councilmember Orris, second by Councilmember Nichols, the Consent Agenda was approved by the following vote:

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

2. Proclamation 2023-04 – May as National Bike Month:

Mayor Tyndall proclaimed the month of May as National Bike Month. He introduced Ms. Patti Stevens, a member of the Worcester County Bicycle and Pedestrian Coalition, who accepted the proclamation on the group's behalf. After reading the proclamation, Mayor Tyndall asked Ms. Stevens if there were anything she wanted to add; Ms. Stevens thanked Economic and Community Development Director Ivy Wells and the Town of Berlin for being charter members of the Worcester County Bike Coalition since its inception. She shared that the group has made great strides since then and now has representation from all the Towns in Worcester County. Ms. Stevens added that the County has pledged the funding received from the Maryland Rural Economic Development Council to do a countywide greenway plan to connect the Rails and Trails project and recognized that the Town's segment is an important part of connecting the network. She said the support for the project shown by the Town and Ms. Wells has been pivotal and she is hopeful the grant proposal for the project will be successful this year.

Ms. Stevens continued by saying that May 6<sup>th</sup> is the Maryland Coast Bike Festival, and the Coalition will be partnering with the Jazz, Blues Wine, and Brews event in Berlin the same day to encourage riders to enjoy the

event in the afternoon. She shared that Ms. Haynes at Buckingham Elementary School has coordinated a bike ride-to-school event the week of May 18<sup>th</sup> and said she will be working with Ms. Haynes to review safety awareness with the students before they take part in the ride.

Ms. Wells thanked Ms. Stevens for her leadership. She provided details regarding the Community Bike Ride event in Berlin to be held on Thursday, May 18<sup>th</sup> at 6 PM; she said the ride will begin at Roadie Joe's Restaurant on South Main Street, adding that the route was slightly shortened this year to accommodate those that are not comfortable doing a five-mile bike ride.

3. Presentations – Eastbound Disc Golf Quarterly Review:

Eastbound Disc Golf representatives Mr. Shawn Johnson and Mr. Randy Preston were present at the meeting to present the quarterly review. Based on the usage of the disc golf course in Stephen Decatur Park, Mr. Johnson said he is proposing to make the course a more permanent part of the park. He reviewed a list of recommended additions, which included new baskets (targets) and pavers to mark each tee pad. Mr. Johnson proposed the addition of a kiosk, as he feels it would be very useful to help people navigate the course better and direct players to where they need to go. He confirmed the course has received a 3.7 rating out of a 5.0 scale, adding the negative feedback concerns the inability of players to find their way around the course.

Mr. Preston shared that he has had at least three people come to an Eastbound Disc Golf event from the Berlin area that frequent the course at Stephen Decatur Park; he said it is because of their experience with the course that people are looking to become more involved with the sport and feels the course is providing a good impact.

Councilmember Orris asked if the current agreement with Eastbound Disc Golf includes any financial information; Town Attorney Davis Gaskill said no. Councilmember Orris asked if the pavers noted in the proposal would be pervious to allow water to flow through. Mr. Johnson answered the pavers are standard; Mr. Preston added the concrete pavers currently in place were used to give weight to the holes so they could not be easily picked up. Councilmember Orris asked if Eastbound has considered enlisting the help of Boy Scouts or similar groups to help with the building of their courses or course features; Mr. Johnson said groups have helped on other projects but not in the Berlin area. Mr. Preston said he believes the benches behind the tee pads at the course at Trap Pond State Park in Delaware were built by the Boy Scouts. Councilmember Orris asked if the course or the additions being proposed would hinder Public Works operations; Public Works Director Jimmy Charles said he does not believe his department will be affected by the additions.

Mayor Tyndall asked what the work portion for the course improvements would look like; Mr. Johnson said his group would be willing to provide much of the labor required, adding he estimates seventy-five percent of the work is already done. Ms. Wells proposed the idea of seeking out hole sponsors to help with funding the improvements; she said she travels the area frequently and often sees athletic or recreational facilities sponsored by local hospitals or other organizations. She said she believes the same theory can be applied to the disc golf course and feels organizations would be honored to have their name and logo on the signs throughout the course at the park. In addition, Ms. Wells suggested that maps be provided in the interim to help players better understand the course layout until improvements are made.

Following the discussion, Mayor Tyndall said he believes the Council is open to moving forward with pursuing a grant if one may be available in the amount of \$7,000 to help cover some of the course improvements being proposed. He added that once a funding source is identified, further discussion can be had regarding the development and formal placement of the recommended components. No objection was made by the Council.

4. Public Hearing – Ordinance 2023-02 FY24 Real Estate Tax Rate:

Mayor Tyndall read Ordinance 2023-02 which included a proposed tax rate of \$.835 per \$100 of the assessed value of real property located within Town limits for Fiscal Year 2024.

Mayor Tyndall opened the Public Hearing at approximately 7:32 PM.

Town of Berlin resident Cam Bunting said her concern is not the tax increase as much as are some of the items included in the 2024 budget. Mayor Tyndall confirmed the public hearing on the proposed Budget Amendments will be held at a later date. Ms. Bunting emphasized that she feels there are “want” items included in the budget as well as some “needs,” and said she feels the wants are not needed at this time.

Mayor Tyndall closed the Public Hearing at 7:35 PM.

Following the closure of the Public Hearing, Councilmember Orris proposed an amendment to Ordinance 2023-02 and suggested the proposed tax rate be changed to the current rate of \$.8150. Councilmember Knerr asked if there would be an opportunity to change the rate should it be voted on and passed; Town Attorney David Gaskill said that typically any ordinance can be amended, however, he added it must be readvertised. Town Administrator Mary Bohlen said she believes the tax rate must be set before the budget is approved, adding there is a certain timeline that Finance Director Natalie Saleh needs to follow to be able to utilize and pass the Town’s tax rate information over to the County. Mayor Tyndall acknowledged that it has been a challenging budget cycle and said he does not know how it would be possible to keep the tax rate at \$.8150. He said they are trying to keep the rate as low as possible for residents, however, he said from a fiscal standpoint it remains important to put the Town in a good financial position.

Vice President Burrell said he feels that the Council cannot talk about the tax rate unless a discussion can be had about the budget and sources of revenue; he added that before a tax rate is introduced or decided upon, he feels they need all the considerations. Mayor Tyndall conceded that the only thing currently available is the best possible planning and projections which have already been shared. Vice President Burrell stated the Council has not discussed the plan forward with the Wage and Compensation study; Mayor Tyndall confirmed the salary study is a contingency line item in the budget and included within each department. He stressed that he does not believe they are ready to act on the study’s findings, adding the report is not in its final draft. Vice President Burrell voiced his belief that public discussion concerning the study is warranted and said they cannot determine a clear path forward unless the public is heard. Councilmember Green said he hates to link the Wage Study to the tax rate conversation, but he said it is a pertinent factor.

After a brief review to clarify revenue and income tax-related line items in the budget, Councilmember Green asked why revenues would be underreported. Ms. Saleh said she looks at the trend based on what has been received in the past and budgets conservatively for revenues of certain line items such as liquor tax or state income tax. She clarified that she will be raising her projections to reflect the full extent of what the County has estimated the Town to receive; Ms. Saleh emphasized that revenues are not fixed or promised.

Councilmember Orris stated he does not think anyone is under the illusion that taxes will never go up, however, he reiterated his belief that taxes do not need to go up in the next Fiscal Year. Vice President Burrell acknowledged that the Council is discussing topics relating to the Wage and Compensation Study as well as a potential path forward concerning the study’s results, but he said that he has a problem continuing with the discussion when the public is not aware of what is being talked about. Ms. Saleh provided a reminder to Council that the goal is to close the current deficit. She said merely cutting capital projects will only postpone the projects to the next year and said the same issues will arise. Ms. Saleh emphasized that the focus needs to remain on addressing the real estate tax to help improve the state of the General Fund going forward.

After Ms. Bunting requested to make an additional comment, Mayor Tyndall reopened the Public Hearing at 8:01 PM.

Ms. Bunting said she understands Ms. Saleh’s concern, however, she continued by saying that she feels there are several items that can be cut from the current budget despite whether an increase is made to the tax rate.



With no further comments from the public, Mayor Tyndall closed the Public Hearing at 8:03 PM.

Councilmember Orris restated his motion to stay at the current tax rate of \$.8150 versus \$.8350 as proposed in Ordinance 2023-02. Councilmember Nichols seconded, however, the motion failed two votes to three with Vice President Burrell, Councilmember Green, and Councilmember Knerr opposed.

Mayor Tyndall reminded the Council that two-thirds of the initial budget deficit has already been resolved after working together to look at other revenue possibilities, expenditures, and line items that were able to be adjusted. He continued by saying that eighty-three and a half cents will still not get the General Fund to where it needs to be but said he believes it will put the Town in a more favorable position for the next fiscal year. Councilmember Green said that he never wants the Town to be back in the position when a twelve-cent tax increase was proposed. He said he would like to see if the Council can agree to a compromise and made a motion to set the tax rate at \$.830.

Councilmember Orris said he realizes the proposed increase may seem small, but he said it must come from a person's household budget; he asked that this be taken into consideration. Councilmember Nichols echoed Councilmember Orris's concern and said the challenge Berlin is facing is that many people who have lived in Town their entire lives cannot afford to stay. Councilmember Knerr shared that when he came into the budget process, he was adamantly opposed to raising taxes at all and said he believed it would not have to be done. He continued by saying that costs and assessments have gone up, adding that the Town is paying a lot more for things. However, he said he is opposed to approving a \$.835 tax rate and could see going down to \$.825.

On the motion of Councilmember Green, second by Vice President Burrell, an adjustment of the tax rate from \$.835 to \$.830 failed two votes to three, with Councilmember Knerr, Councilmember Orris, and Councilmember Nichols opposed.

Councilmember Orris stated he does not understand the hesitancy in using the surplus capital reserve for recurring expenses; Mayor Tyndall said he would caution against using contingency money for things that are recurring year-to-year expenses. Ms. Saleh stated that the Department Heads do not go into budget planning with the thought of lavishly spending money; she said they work diligently to look at every single expense. Ms. Bohlen shared that all departments are committed to supplying services that the Mayor and Council, as well as the citizens of Berlin, have indicated they want most. She said this is why the Town is where it is, adding there is nothing in the budget that is fluff. Vice President Burrell said he has been part of the Council long enough to see band-aids put on things that needed to be funded and or repaired, adding that is not a way to operate; he stressed that it is not a way to provide services to citizens.

Human Resources Director Kelsey Jensen shared that the Council has reviewed the Pay Study numbers and there are several different options being discussed regarding how to move forward. She explained a lingering problem the Town is facing is the ability to hire and retain staff because of compensation. She said it is very frustrating from a staff perspective and felt obligated to state how she feels as an employee advocate.

Councilmember Knerr made a motion to adjust the tax rate from \$.835 to \$.825; the motion failed as it was not seconded. Councilmember Orris made a motion to keep the tax rate unchanged from Fiscal Year 2023 to Fiscal Year 2024 at a rate of \$.815; Councilmember Nichols seconded. The motion failed two votes to three, with Vice President Burrell, Councilmember Green, and Councilmember Knerr opposed.

Mayor Tyndall commented that the tax rate was advertised at \$.835; he said he opened a Public Hearing and there were no members of the public present to object to the rate. Councilmember Green said he spoke with a lot of people in the community about it and the consensus was to move the Town forward, not backward, however, he reiterated his hope to go down a half penny to \$.830.

On the motion made by Councilmember Green and seconded by Vice President Burrell, the motion to set the tax rate at \$.830 failed two votes to three, with Councilmember Knerr, Councilmember Nichols, and Councilmember Orris opposed.

Mayor Tyndall called for a five-minute break in the meeting at approximately 7:40 PM.

The meeting resumed at 7:45 PM.

On the motion of Councilmember Knerr, second by Councilmember Green, Ordinance 2023-02 Real Estate Tax Rate set at \$.8275 per \$100 of assessed value for Fiscal Year 2024 was approved by the following vote:

Name	Counted toward Quorum				
	Aye	No	Abstain	Recused	Absent
Dean Burrell, VP	X				
Steve Green	X				
Jack Orris		X			
Shaneka Nichols	X				
Jay Knerr	X				
<i>Voting Tally</i>	4	1			

5. Item(s) For Approval:

a) Special One Day Permit Application: Nicmar Youth Connection Grounds Fundraiser on Monday, May 29<sup>th</sup>, 2023:

On the motion of Councilmember Orris, second by Councilmember Knerr, the Special Permit Application for Nicmar Youth Connection Grounds Fundraiser on Monday, May 29<sup>th</sup>, 2023, was approved by the following vote:

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

b) Special One-Day Permit Application: Boggs Disharoon Post 123 Celebration of Life on Sunday, May 7, 2023:

On the motion of Vice President Burrell, second by Councilmember Nichols, the Special Permit Application for Boggs Disharoon Post 123 Celebration of Life on Sunday, May 7, 2023, was approved by the following vote:

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

## c) Resolution 2023-02: Transfer to LEOPS:

Ms. Jensen explained the resolution presented is drafted by the State of Maryland and is required to move forward with the transfer from the Employees' Pension System to the Law Enforcement Officers' Pension System.

On the motion of Vice President Burrell, second by Councilmember Orris, Resolution 2023-02: Transfer to LEOPS was approved by the following vote:

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

## d) Resolution 2023-03: LEOPS Pick Up Resolution:

Ms. Jensen explained the resolution allows the Town to be part of the pickup system for the Law Enforcement Officers' Pension System.

On the motion of Councilmember Knerr, second by Vice President Burrell, Resolution 2023-03: LEOPS Pick Up Resolution was approved by the following vote:

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

## e) Motion 2023-12: Business License Fee Increase:

Ms. Wells stated that a recommendation was made during the Fiscal Year 2024 Budget Work Session to adjust the Town of Berlin's Business License fee structure; she confirmed the fees had not been adjusted since being implemented in May of 2009. Vice President Burrell asked what the costs cover; Mayor Tyndall explained the fees cover the staff time needed between the departments that handle business licensing functions. Ms. Wells said when a new business owner seeks a license, she will go through the process of what they need to run a business in Berlin. She added that she puts them in touch with the Planning Department to ensure their property is up to code and the Finance Department handles the submission of the application.

Vice President Burrell asked if it would be possible to designate a Special Fee area for Main Street District businesses versus businesses in the other areas of Town. After a brief discussion about the potential of classifying businesses and their locations to develop a new fee structure, Ms. Bohlen said the departments can work together to find out what the possibilities are; she said she believes Main Street District businesses cover a lot of the same ground as businesses in the Arts and Entertainment District adding she is unsure if it would be worth the expenditure of effort to try and figure out the difference. Ms. Bohlen continued by saying the motion was presented to the Mayor and Council to ensure a new fee structure if approved, was put in place prior to the Fiscal Year 2024 Billing Cycle; she said a revised motion will be on the agenda for the next Regular Session meeting on Monday, May 8<sup>th</sup>, 2023.

On the motion of Councilmember Nichols, second by Councilmember Orris to table Motion 2023-12:

Business License Fee Increase to May 8<sup>th</sup>, 2023, was approved by the following vote:

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

f) Motion 2023-13: Healthcare Renewal with Carefirst for FY 2024

Ms. Jensen said she was not contacted by One Digital to be notified of any changes to the information presented during the Enterprise Fund Work Session on Monday, April 17<sup>th</sup>, 2023. She said Carefirst remains the recommended option for healthcare at a 5.8% increase for Fiscal Year 2024.

On the motion of Councilmember Orris, second by Vice President Burrell, Motion 2023-13: Healthcare Renewal with Carefirst for Fiscal Year 2024 was approved by the following vote:

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

## 6. Berlin Fire Company and Fire Company EMS Quarterly Report:

President David Fitzgerald and Fire Chief RJ Rhode were present on behalf of the organization.

### a) Berlin Fire Company

Mr. Fitzgerald and Mr. Rhode presented information about the Berlin Fire Company, including the busiest day and times of day for calls, as well as revenue and expense budget highlights. Mr. Fitzgerald said the organization continues to seek grant funding to help with the acquisition of capital items that are needed, adding he has been made aware the grants are progressing. He stated that it would be helpful if the Mayor and Council would be willing to offer a letter of support on their behalf; Mayor Tyndall confirmed that he will be drafting a letter which will be emailed when complete.

### b) Berlin Fire Company EMS

Mr. Fitzgerald and Mr. Rhode presented information about the Berlin Fire Company Emergency Medical Services as well as expenditures and revenues. Mr. Fitzgerald made the Council aware that they are receiving more transports to Peninsula Regional Medical Center (PRMC) due to the protocols; he acknowledged that if the PRMC Trauma Center closes, there is a possibility they may have to go out of state or Baltimore for transports. Mayor Tyndall said the goal statewide is to have folks within sixty minutes of a trauma center.

Councilmember Knerr commented that after looking at the financials for three quarters of the fiscal year, the Fire Company has strong assets, and the revenue generation appears to be healthy. Mr. Fitzgerald said it will change once they pay out the retirement match to payment. Councilmember Knerr asked what the match on retirement was; Mr. Fitzgerald said it is 7% for the 401 option and up to \$3,000 for the 457 option, adding the amount total

will be over \$100,000. Councilmember Knerr noted that he did not see building repairs listed on the Fire Company side; Mr. Fitzgerald confirmed that building repairs are built into the Occupancy Cost line item on the EMS side. He said Occupancy Cost is not listed on the Fire Company report. Councilmember Knerr said he would like to see a more detailed breakdown of certain line items in the report, and he asked if there was any feedback on the contract. Mr. Fitzgerald said he will be speaking with their attorney Mr. Joe Moore the following day to review it and hopes to have something enclosed by the end of the business day on Wednesday, April 26<sup>th</sup>, 2023.

7. Reports: Town Administrator's Report, Departmental Reports:

Electric Utility Director Tim Lawrence reported that he received a Certificate of Excellence and Reliability from the American Public Power Association which acknowledges that the Town of Berlin has significantly exceeded the five-year average for all United States Electric Utilities for reliable electric service. Vice President Burrell thanked Mr. Lawrence for his leadership; he said Mr. Lawrence has shared valuable preventative measures which have helped the Town move forward. He continued by thanking Mr. Lawrence and the Electric Department staff for their hard work.

8. Comments from the Public

Mayor Tyndall introduced Mr. Colin Oxy, a Political Science Major and student at Salisbury University; he explained he sat in on the meeting to learn more about public policy.

9. Comments from the Council

Vice President Burrell thanked his colleagues for their honesty and heartfelt comments during the Tax Rate discussion.

10. Comments from the Mayor

Mayor Tyndall echoed Vice President Burrell and thanked his colleagues for engaging in the Tax Rate discussion. He continued by saying that a District Winner has been selected for the If I Were Mayor Contest along with a few semifinalists; he said he hopes to bring them in to read their essays. He thanked all volunteers and staff that participated in Clean Up Day on Saturday, April 22<sup>nd</sup>, 2023. Lastly, Mayor Tyndall thanked the members of the public that attended the Stormwater and Growth Development meetings; he said each meeting had a great turnout.

11. Comments from the Press – none.

12. Adjournment:

On the motion of Vice President Burrell, second by Councilmember Orris, the Mayor and Council meeting was adjourned at approximately 9:39 PM.

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

Respectfully Submitted,

*Kate Daub*

Kate Daub  
Administrative Assistant



**ORDINANCE 2023-03**

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF BERLIN APPROVING THE FY 2024 BUDGET AS SUBMITTED.

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

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

\_\_\_\_\_  
Dean Burrell Sr., Vice President of the Council

This Ordinance was approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by the Mayor of the Town of Berlin and is effective at the start of the 2024 Fiscal Year on July 1, 2023.

\_\_\_\_\_  
Zackery Tyndall, Mayor  
President of the Council

ATTEST:

\_\_\_\_\_  
Mary Bohlen, Town Administrator



**MOTION OF THE MAYOR AND COUNCIL 2023-12**

A MOTION OF THE MAYOR AND COUNCIL OF THE TOWN OF BERLIN APPROVING THE INCREASE OF ANNUAL BUSINESS LICENSE FEES FROM \$75 TO \$150 FOR MOST BUSINESSES AND FROM \$150 TO \$300 FOR FINANCIAL ORGANIZATIONS OPERATING WITHIN THE TOWN. THE NEW FEE WILL GO INTO EFFECT FOR FISCAL YEAR 2024.

PRIOR TO THE INTRODUCTION OF THE FY 2025 ANNUAL BUDGET, STAFF WILL REVIEW AND MAKE RECOMMENDATION FOR FURTHER REFINEMENT OF THE BUSINESS LICENSE FEE SCHEDULE.

APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ BY THE COUNCIL OF THE TOWN OF BERLIN, MARYLAND BY AFFIRMATIVE VOTE OF \_\_\_\_ TO \_\_\_\_ OPPOSED, WITH \_\_\_\_ ABSTAINING AND \_\_\_\_ ABSENT.

\_\_\_\_\_  
Dean Burrell, Sr. Vice President of the Council

APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ BY THE MAYOR OF THE TOWN OF BERLIN.

\_\_\_\_\_  
Zackery Tyndall, Mayor, President of the Council

ATTEST: \_\_\_\_\_  
Mary Bohlen, Town Administrator



## STAFF REPORT

**TO:** Mayor and Council

**FROM:** Director, Economic & Community Development, Ivy Wells

**MEETING DATE:** May 8, 2023

**SUBJECT:** Berlin Business License Fee Increase

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### SUMMARY

The Town of Berlin businesses must obtain a business license to operate. The business license fee structure has not been evaluated or adjusted since 2009. Currently, the cost to obtain a business license is \$75 for all businesses except for financial organizations which is \$150.

At their meeting on April 24, 2023, the Mayor and Council asked staff to review possibly establishing a separate business license fee for those businesses located within the Main Street District and to consider an enhanced fee schedule for different types of businesses.

After discussion with the Mayor and Town Administrator, the recommendation is to adjust the business license fees to \$150.00 for all businesses and to \$300 for financial organizations operating within the Town. The new business license cost will be effective starting July 1, 2023.

Staff will review and consider recommendations for further refinement of the business license fee structure based on suggestions by Council at the meeting on April 24, 2003

### FINANCIAL IMPACT:

All business license fees double: \$19,000 additional revenues.

**If a \$50 additional fee implemented for the Main Street District businesses:** Revenue increase (84 businesses) \$4,200

### STAFF RECOMMENDATION:

Berlin Business License fees: \$150.00 for all Town of Berlin businesses and \$300 for financial organizations. Staff is recommending implementing new fees for business licenses effective July 1, 2023.





**May 8, 2023  
Weekly Report**

**Departments this Week:**

**Town Administrator**

- Continue working on the budget and planning for FY24.
- DBF has recommended Final Acceptance and the start of the 2-year warranty (beginning December 9, 2022) for the Town infrastructure associated with the Homes at Berlin project on Flower Street.
- Following a virtual presentation by MML, Administration is working to address the anticipated impacts of several legislative matters including the Time to Care Act and recreational cannabis – both from an employer and municipal perspective.
- Continue to work on the Bikeway project.

**Economic and Community Development**

- Welcomed the Maryland chapters of the SBDC (Small Business Development Center) and SBA (Small Business Administration) to Berlin; speech and tour for 50 people.
- Completed monthly Maryland Main Street report and continued to review Façade Grants with Maryland Historic Trust.
- The Berlin Jazz, Blues, Wine, and Brews is this Saturday. Roads close at 6:30 am, and two stages are being delivered; a variety of wineries and breweries, artists, and 4 bands to perform.
- The Berlin Farmers Market starts this Sunday, 9 am-1 pm. Roads close at 6:30 am.
- Represented Berlin at the County Commissioners' meeting for the National Tourism Week proclamation.

**Electric**

- Weed Control: Various Locations
- Installed New Service - Decatur Ext
- Non-Payment (Cutoffs & Reconnects)
- Installed New Service - South Main Street
- Bulk Pickup: Assisted Public Works Department
- Set New Transformer & Connected Services: Purnell Crossing North
- Meter Reads & Demand Reads
- Washington Street: Customer Side (400amp Service Upgrade)
- Power Plant: Maintenance

**Police Department**

- 4/17 through 4/19: Chief Downing and Lt Fisher attended the MML-PEA business and training conference in Ocean City, Maryland.
- 4/18: Chief Downing chaired the quarterly Maryland Police Training and Standards Commission meeting in Sykesville, Maryland.
- 4/21: Chief Downing attended the quarterly Police Accountability Board meeting, which reviewed the compliant processes of each local law enforcement agency (MSP not included in the Board's

preview). The attendees were also addressed by Dr. Mark Bowen, the chair of the Administrative Charging Committee, about the committee's roles, responsibilities, and procedures.

- 4/24 through 4/28: Senior Officer Kerr attended Crisis Intervention Team training at the Eastern Shore Criminal to assist in recognizing and evaluating those in mental crisis and how to safely assist them.
- 5/1: Chief Downing chaired a virtual MML-PEA meeting to close out the annual training conference and to plan for the MML summer conference to include the 2022 Top Cop Breakfast
- 5/1: Lt Fisher and Pfc Lloyd assisted the Worcester County Sheriff's Office with a fatal pedestrian collision reconstruction for the Ocean Pines Police Department.
- 5/1: Lt Lawson and Senior Office Bratten have begun an entry-level rifle course (week-long) for eighteen officers from nine eastern shore agencies.
- Collisions – 5; Arrests – 2

#### **Finance Director**

- FY 2024 Budget
- DBF invoices review and processing.
- Credit cards payments and processing- Shirley
- Bank reconciliations and journal entries.
- Water and electric meters readings- Melissa
- Smart metering project planning and Tyler integration
- Check processing and credit card payments, review registers, checks, and Town's cards payments - Shirley.
- Department meetings scheduled, projects, and planning.

#### **Water Resources**

- Welcomed new employee to Stormwater Dept.
- Three employees completed ATSSA Flagger Certification.
- Four employees attended water/ wastewater training.
- Working on updating the hydrant inventory GIS layer. Will share with Fire Dept when complete.
- Meter reading and re-reads.
- Working on rejuvenating Well 1 and installing a new submersible pump.
- Abandoned old water service on Old Ocean City Blvd.
- Cleaned post EQ tank at WWTP.
- Hauled dry sludge to the landfill.
- Collected stream grab samples for the quarterly monitoring (Spray Sites).

#### **Public Works**

- Spring yard trash collection is Wednesday, May 3, 2023, if your trash days are Tuesday and Wednesday. If your trash collection is Thursday, trash day will be May 10, 2023.
- Bulk pick went very well. On Wednesday, April 19<sup>th</sup> Public works crew made 108 stops collecting 3.25 tons of bulk and ¾ tons of metal. On April 26<sup>th</sup> Public works crews made 54 stops and collected 2.82 tons of bulk and ¼ tons of metal.
- Earth Day was another great day for Berlin. Tinley Way on Commerce Street was planted and mulched; planting and mulching began at the War Memorial. Public Works continued this week by removing old dirt and matting and replacing it with garden soil. Planting flowers and adding mulch to next week's schedule. Pots on William Street were also planted.

- Electric and Public works will be installing Hanging baskets throughout the downtown area week of May 1

#### **Human Resources Director**

- LEOPS Resolutions were approved by the council on 4/24/23. I received and distributed all transfer/enrollment paperwork to the department on 4/20/23. Working to get those completed and notarized to send back to MSRS.
- Payroll processing and all related reporting on 4/24/23.
- Onboarded and input a new hire - Stormwater Laborer Kail Kruger on 4/24/23. He is a welcome addition and brings some great experience with him.
- Attended the Eastern Shore SHRM meeting at Dove Pointe on 4/25/23. Topic was the Legalization of Marijuana in Maryland.
- Working through various implementation options for the pay study based on what I have heard from the Mayor and Council while also calculating State Retirement and FICA. Worked with Natalie to incorporate those figures into the budget spreadsheets.
- Employment offer accepted for the Mayor's Office Assistant position. Sara Gorfinkel will be starting in this role on May 8, 2023. Contacted the candidates that were not selected by phone and followed up with a letter.
- Working through various changes in ADP for employees, beneficiary updates, direct deposit updates, tax deduction updates, garnishments, FMLA, etc...
- Resignation of a Police Recruit that was set to enter the academy in July, adding another vacancy in the Police Department. Her last day was 04/28/23.
- Save the Date – Town of Berlin Employee's Jolly Rogers Day 07/30/23!
- Working with LGIT to determine the next steps with damage to a vehicle in the Electric Department.
- Thank you to the Worcester County Health Department! They provided the Town with bags for open enrollment which included informational pamphlets, calendars, and step trackers.
- Completed random drug testing for this quarter on 05/02/2023.



## Check Run Reports for:

04.25.23

04.26.23

05.02.23

CREDIT CARD STATEMENTS

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



Town of Berlin, MD

# Payment Register

APPKT02638 - 20230425SW

01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003138</a>	CARD SERVICES CENTER					15,793.43
Payment Type	Payment Number	Payment Date	Payment Amount			
Bank Draft	<a href="#">DFT0000355</a>	04/25/2023	1,686.54			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">0496 MAR APR FY 23</a>	BOC CREDIT CARD KELSEY JENSEN	04/21/2023	04/21/2023	0.00	1,686.54	
Bank Draft	<a href="#">DFT0000356</a>	04/25/2023	2,298.94			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">0174 MAR APR FY 23</a>	BOC CREDIT CARD IVY WELLS	04/21/2023	04/21/2023	0.00	2,298.94	
Bank Draft	<a href="#">DFT0000357</a>	04/25/2023	833.17			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">0488 MAR APR FY 23</a>	BOC CREDIT CARD MEGHAN PFALLER	04/21/2023	04/21/2023	0.00	833.17	
Bank Draft	<a href="#">DFT0000358</a>	04/25/2023	138.80			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">0182 MAR APR FY 23</a>	BANK OF OCEAN CITY CREDIT CARD ISSUED TO CHIEF ARN	04/21/2023	04/21/2023	0.00	138.80	
Bank Draft	<a href="#">DFT0000359</a>	04/25/2023	217.65			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">0117 MAR APR FY 23</a>	BOC CREDIT CARD AUGUST WIENHOLD	04/21/2023	04/21/2023	0.00	217.65	
Bank Draft	<a href="#">DFT0000360</a>	04/25/2023	876.75			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">0389 MAR APR FY 23</a>	BOC CREDIT CARD TIM LAWRENCE	04/21/2023	04/21/2023	0.00	876.75	
Bank Draft	<a href="#">DFT0000361</a>	04/25/2023	1,457.34			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">0413 MAR APR FY 23</a>	BOC CREDIT CARD JAMEY LATCHUM	04/21/2023	04/21/2023	0.00	1,457.34	
Bank Draft	<a href="#">DFT0000362</a>	04/25/2023	814.51			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">0470 MAR APR FY 23</a>	BOC CREDIT CARD ROBERT CLARK	04/25/2023	04/25/2023	0.00	814.51	
Bank Draft	<a href="#">DFT0000363</a>	04/25/2023	3,457.88			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">0371 MAR APR FY 23</a>	BOC CREDIT CARD MARY BOHLEN	04/25/2023	04/25/2023	0.00	3,457.88	
Bank Draft	<a href="#">DFT0000364</a>	04/25/2023	3,101.24			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">0595 MAR APR FY 23</a>	BOC CREDIT CARD JAMES CHARLES	04/21/2023	04/21/2023	0.00	3,101.24	
Bank Draft	<a href="#">DFT0000365</a>	04/25/2023	910.61			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">0694 MAR APR FY 23</a>	BOC CREDIT CARD CODY CHESSER	04/25/2023	04/25/2023	0.00	910.61	

## Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Manual Bank Draft	11	11	0.00	15,793.43
Packet Totals:		11	11	0.00	15,793.43



Town of Berlin, MD

# Payment Register

APPKT02640 - 20230502SW

01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number	Vendor Name			Total Vendor Amount
<a href="#">0000086</a>	AERIAL CRANE CO INC.			754.00
Payment Type	Payment Number	Payment Date	Payment Amount	
Check		05/02/2023	754.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
<a href="#">29540</a>	I G BURTON SET TRANSFORMER	04/20/2023	04/20/2023	0.00 754.00

Vendor Number	Vendor Name			Total Vendor Amount
<a href="#">0000088</a>	AFFORDABLE BUSINESS SYSTEMS			103.76
Payment Type	Payment Number	Payment Date	Payment Amount	
Check		05/02/2023	103.76	
Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
<a href="#">IN215251</a>	ABS EQUIPMENT BILLING SUPERVISOR MONTHLY	04/26/2023	04/26/2023	0.00 25.89
<a href="#">IN215993</a>	COPIER SERVICE	05/01/2023	05/01/2023	0.00 77.87

Vendor Number	Vendor Name			Total Vendor Amount
<a href="#">0000249</a>	ATLANTIC TRACTOR			310.90
Payment Type	Payment Number	Payment Date	Payment Amount	
Check		05/02/2023	310.90	
Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
<a href="#">P67825</a>	BLADES,GRASS CUTTER PARTS	04/20/2023	04/20/2023	0.00 310.90

Vendor Number	Vendor Name			Total Vendor Amount
<a href="#">0003538</a>	BEHIND THE LINE INC			30,000.00
Payment Type	Payment Number	Payment Date	Payment Amount	
Check		05/02/2023	30,000.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
<a href="#">1014</a>	STATE MANDATED WELLNESS ASSESMENT (GRANT REIMBU	04/24/2023	04/24/2023	0.00 30,000.00

Vendor Number	Vendor Name			Total Vendor Amount
<a href="#">0000323</a>	BERLIN AUTOMOTIVE			389.78
Payment Type	Payment Number	Payment Date	Payment Amount	
Check		05/02/2023	389.78	
Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
<a href="#">446545, 447009</a>	SERVICE TRUCK 2, 45, 63	04/20/2023	04/20/2023	0.00 183.47
<a href="#">448088</a>	TRUCK 71 SERVICE AND PUMP	04/20/2023	04/20/2023	0.00 206.31

Vendor Number	Vendor Name			Total Vendor Amount
<a href="#">0000453</a>	CAPITAL ELECTRIC SUPPLY COMPANY			148.50
Payment Type	Payment Number	Payment Date	Payment Amount	
Check		05/02/2023	148.50	
Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
<a href="#">S051427212.001,002,,003,,00.</a>	PHOTO EYES	04/28/2023	04/28/2023	0.00 148.50

Vendor Number	Vendor Name			Total Vendor Amount
<a href="#">0000511</a>	CHOPTANK ELECTRIC COOPERATIVE, INC.			3,825.86
Payment Type	Payment Number	Payment Date	Payment Amount	
Check		05/02/2023	3,825.86	
Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
<a href="#">414700 APR FY 23</a>	UTILITY -SPRAY SITES	05/01/2023	05/01/2023	0.00 3,825.86

# Payment Register

APPKT02640 - 20230502SW

Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000529</a>	CINTAS FIRST AID & SAFETY					612.84
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	612.84	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">5154782724</a>	FIRST AID KIT AND SUPPLIES	04/24/2023	04/24/2023	0.00	91.96	
<a href="#">8406188311</a>	FIRST AID CABINET	04/20/2023	04/20/2023	0.00	520.88	
<b>Vendor Number</b>	<b>Vendor Name</b>					<b>Total Vendor Amount</b>
<a href="#">0002647</a>	CINTAS RUGS					399.52
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	399.52	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">17363075 MAR FY 23</a>	FLOOR MATS, COVERALLS AND RUGS - POWER PLANT	04/24/2023	04/24/2023	0.00	399.52	
<b>Vendor Number</b>	<b>Vendor Name</b>					<b>Total Vendor Amount</b>
<a href="#">0000572</a>	COMCAST					1,243.07
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	198.12	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">41 016 0023325 MAY FY 23</a>	COMCAST INTERNET & DIGITAL SVCS	04/24/2023	04/24/2023	0.00	198.12	
Check				05/02/2023	223.07	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">41 016 0042184 MAY FY 23</a>	COMCAST INTERNET & DIGITAL SVCS	04/24/2023	04/24/2023	0.00	223.07	
Check				05/02/2023	212.79	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">41 016 0043323 MAY FY 23</a>	COMCAST INTERNET & DIGITAL SVCS	04/24/2023	04/24/2023	0.00	212.79	
Check				05/02/2023	198.12	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">41 016 0043547 MAY FY 23</a>	COMCAST INTERNET & DIGITAL SVCS	04/24/2023	04/24/2023	0.00	198.12	
Check				05/02/2023	410.97	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">41 016 0052845 MAY FY 23</a>	COMCAST INTERNET & DIGITAL SVCS	04/24/2023	04/24/2023	0.00	410.97	
<b>Vendor Number</b>	<b>Vendor Name</b>					<b>Total Vendor Amount</b>
<a href="#">0000571</a>	COMCAST BUSINESS					1,410.14
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	1,410.14	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">170832688</a>	COMCAST TELEPHONE SERVICE	04/28/2023	04/28/2023	0.00	1,410.14	
<b>Vendor Number</b>	<b>Vendor Name</b>					<b>Total Vendor Amount</b>
<a href="#">0000949</a>	COYNE CHEMICAL					5,046.11
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	5,046.11	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">404166</a>	POLYMER	04/21/2023	04/21/2023	0.00	5,046.11	
<b>Vendor Number</b>	<b>Vendor Name</b>					<b>Total Vendor Amount</b>
<a href="#">0000778</a>	DUKES KEITH ALAN					112.20
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	112.20	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">4/26/2023</a>	SAFETY WORK BOOTS	04/26/2023	04/26/2023	0.00	112.20	



# Payment Register

APPKT02640 - 20230502SW

Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000794</a>	EASTERN SHORE COFFEE					79.90
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		05/02/2023	79.90			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">217730</a>	DISTILLED WATER	04/20/2023	04/20/2023	0.00	39.95	
<a href="#">778274</a>	DISTILLED WATER	04/20/2023	04/20/2023	0.00	39.95	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000795</a>	EASTERN SHORE FOREST PRODUCTS INC					407.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		05/02/2023	407.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">262918,262838,263049</a>	DIRT & MULCH FOR EARTH DAY 2023	04/28/2023	04/28/2023	0.00	407.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003539</a>	EMILY SCHROEDER					25.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		05/02/2023	25.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">REFUND</a>	PARK RESERVATION DEPOSIT	04/24/2023	04/24/2023	0.00	25.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000847</a>	ENVIROCORP, INC.					1,837.50
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		05/02/2023	1,837.50			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">IN2300847</a>	WEEKLY DISCHARGE MONITORING SAMPLES	04/20/2023	04/20/2023	0.00	442.50	
<a href="#">IN2300848</a>	MONITORING WELL SAMPLES	04/20/2023	04/20/2023	0.00	1,395.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003294</a>	EVERETT A SPELLS					150.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		05/02/2023	150.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">101-1</a>	FM LIVE MUSIC GRANT FUNDED	04/26/2023	04/26/2023	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003198</a>	EVOQUA WATER TECHNOLOGIES LLC					9,884.86
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		05/02/2023	9,884.86			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">905794735</a>	FLEX HOSE & ACTUATORS SBR	04/20/2023	04/20/2023	0.00	9,884.86	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000897</a>	FERGUSON ENTERPRISES					750.69
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		05/02/2023	750.69			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">0624941</a>	METER PIT FOR 111 FRANKLIN	04/20/2023	04/20/2023	0.00	750.69	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000907</a>	FLAG PUBLICATIONS INC					720.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		05/02/2023	720.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">358029</a>	ADVERTISING	05/01/2023	05/01/2023	0.00	20.00	
<a href="#">358818</a>	ADVERTISING	04/26/2023	04/26/2023	0.00	700.00	

# Payment Register

APPKT02640 - 20230502SW

Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003447</a>	GLENDA HOLDEN					500.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	500.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">APR 24 TO APR 30</a>	FY23 CLEANING SERVICES	05/01/2023	05/01/2023	0.00	500.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000977</a>	GREAT AMERICA FINANCIAL					308.65
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	308.65	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">33906711</a>	GREAT AMERICA	04/26/2023	04/26/2023	0.00	308.65	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001032</a>	HILL'S ELECTRIC MOTOR SERVICE INC.					19,906.98
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	19,906.98	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">0139771</a>	REBUILD SBR 2 MOTIVE PUMP	04/20/2023	04/20/2023	0.00	19,906.98	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001034</a>	HITCHENS TIRE SERVICE					4,226.50
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	4,226.50	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">00450557,50787,CM382632</a>	TIRES FOR TRUCK 82 AND 19	04/28/2023	04/28/2023	0.00	4,226.50	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001040</a>	HOME DEPOT CREDIT CARD SERVICES					2,956.89
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	2,956.89	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">VAR INVS MAR / APR</a>	TOOLS, PARTS AND OTHER SUPPLIES	04/28/2023	04/28/2023	0.00	716.02	
<a href="#">VARIOUS INVS-</a>	TOOLS, PARTS AND OTHER SUPPLIES	04/28/2023	04/28/2023	0.00	408.96	
<a href="#">VAR INVS-</a>	SUPPLIES	04/28/2023	04/28/2023	0.00	1,831.91	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001066</a>	INNOVATIVE HEALTH SERVICES, LLC					1,035.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	1,035.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">APR QRTL FY 23</a>	INNOVATIVE QUARTERLY PAYMENT FOR HRA/FSA ADMIN FE	04/26/2023	04/26/2023	0.00	1,035.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003461</a>	INTERGRATED COMPUTER SOLUTIONS OF VESTAL LLC					1,245.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	1,245.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">215872</a>	IT SEVICES	05/01/2023	05/01/2023	0.00	1,245.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001083</a>	J & A BOTTLELESS WATER COOLERS INC					255.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	255.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">65420</a>	WATER COOLER QUARTERLY RENTAL	04/20/2023	04/20/2023	0.00	168.00	
<a href="#">65549</a>	DRINKING WATER FOR ELECTRIC DEPT	04/20/2023	04/20/2023	0.00	87.00	

# Payment Register

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Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002532</a>	JENSEN KELSEY					28.30
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	28.30	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">4/25/23</a>	MILEAGE TO EASTERN SHORE SHRM MEETING	04/26/2023	04/26/2023	0.00	28.30	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003544</a>	JESSICA MURRAY					25.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	25.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">REFUND</a>	PARK RESERVATION DEPOSIT	05/01/2023	05/01/2023	0.00	25.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001394</a>	MARYLAND DEPT OF THE ENVIRONMENT					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">3411 &amp; 1310</a>	OPERATOR CERT	04/20/2023	04/20/2023	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001565</a>	NATIONWIDE RETIREMENT SOLUTIONS					3,566.80
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	3,566.80	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">PPE 4/23/2023</a>	NATIONWIDE RETIREMENT EMPLOYEE CONTRIBUTIONS	04/24/2023	04/24/2023	0.00	3,566.80	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001677</a>	PENINSULA DRY CLEANERS, INC					57.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	57.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">1370,1058,1455,1059,1454</a>	DRY CLEANING SERVICES	05/01/2023	05/01/2023	0.00	57.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001682</a>	PEP-UP, INC.					728.50
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	728.50	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">4082818</a>	OFF ROAD FUEL	04/24/2023	04/24/2023	0.00	728.50	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001688</a>	PFALLER MEGHAN					131.28
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	131.28	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">4/14/2023</a>	MD BOARD OF WATERWORKS CERTIFICATE RENEWAL	04/21/2023	04/21/2023	0.00	50.00	
<a href="#">4/21/23</a>	AMAZON LABOR LAW POSTER FRAMES	04/21/2023	04/21/2023	0.00	81.28	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003297</a>	PHYLLIS G KIMMEL LAW OFFICE PLLC					246.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	246.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">192</a>	ELECTRIC MATTERS	04/26/2023	04/26/2023	0.00	246.00	

# Payment Register

APPKT02640 - 20230502SW

Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003346</a>	PITCHED MEDIA					255.24
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	255.24	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">TOB / 2023</a>	1,000 MERCHANT MAPS AND 2 LARGE PVC SIGNS	04/26/2023	04/26/2023	0.00	255.24	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001707</a>	PITTSVILLE MOTORS					594.76
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	594.76	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">207154</a>	REPLACE REAR TAILLIGHTS	04/20/2023	04/20/2023	0.00	594.76	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003019</a>	PLAYGROUND GUARDIAN LLC					1,075.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	1,075.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">13305</a>	PLAYGROUND INSPECTION	04/26/2023	04/26/2023	0.00	1,075.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003314</a>	POWER DELIVERY PROGRAM					676.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	676.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">CIGT-015273</a>	LINEMAN METER SCHOOL	05/01/2023	05/01/2023	0.00	676.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001757</a>	RACETRACK AUTO CENTER					77.45
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	77.45	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">148726</a>	LUBE OIL FILTER AND ROTATE TIRES ON FORD EXPLORER	04/28/2023	04/28/2023	0.00	77.45	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001776</a>	RAYNE'S SAND & GRAVEL					149.41
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	149.41	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">59222</a>	STONE FOR WEST AND ABBEY	04/20/2023	04/20/2023	0.00	149.41	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003040</a>	REAL PROPERTY MAINTENANCE LLC					3,950.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	3,950.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">A-31996</a>	DUCTLESS VRF BI-ANNUAL PREVENTATIVE MAINTENANCE	04/24/2023	04/24/2023	0.00	3,950.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001819</a>	ROBERT CHREST					1,200.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	1,200.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">065060</a>	SAFTEY TRAINING WITH ROBERT CHREST	04/20/2023	04/20/2023	0.00	1,200.00	

# Payment Register

APPKT02640 - 20230502SW

Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001861</a>	SALISBURY AUTOMOTIVE					199.75
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	199.75	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">447963.449509</a>	PARTS FOR VEHICLE #50 FORD F-150	05/01/2023	05/01/2023	0.00	199.75	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002795</a>	SANDPIPER ENERGY INC					127.94
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	127.94	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">06605972-67941-1 APR FY 23</a>	NATURAL GAS FOR POLICE DEPARTMENT	04/21/2023	04/21/2023	0.00	127.94	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001904</a>	SELBYVILLE TRACTOR & EQUIPMENT INC					38.36
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	38.36	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">61876</a>	FERRIS PARTS	05/01/2023	05/01/2023	0.00	38.36	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001975</a>	SEPI MARKETING CORP					539.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	539.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">30112</a>	ASSATEAGUE STATE PARK AD	04/26/2023	04/26/2023	0.00	539.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002022</a>	STUART C IRBY CO					2,234.86
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	2,234.86	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">S013435586.001</a>	GUY WIRE 3/8" GALV. HS 7 STR ( 250 FT. COILS )	04/20/2023	04/20/2023	0.00	440.37	
<a href="#">S013490637.001 .002</a>	ALFO AF8814 MACHINE BOLTS 14" GALV. 5/8"	04/20/2023	04/20/2023	0.00	556.25	
<a href="#">S013491203.001</a>	18/15.3 100 AMP OVERHEAD ARRESTORS	04/20/2023	04/20/2023	0.00	1,238.24	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003467</a>	SUNRISE SAFETY SERVICES INC					643.50
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	643.50	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">INV0037738</a>	STREET SIGN FOR PARKING	04/28/2023	04/28/2023	0.00	643.50	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002607</a>	TELVUE CORPORATION					643.13
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	643.13	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">16770</a>	ANNUAL SUPPORT	05/01/2023	05/01/2023	0.00	643.13	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003542</a>	THADANI ARCHITECTS + URBANISTS					8,729.27
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	8,729.27	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">4/25/2023</a>	CONSULTANT FOR GROWTH PLAN	05/01/2023	05/01/2023	0.00	8,729.27	

# Payment Register

APPKT02640 - 20230502SW

Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003520</a>	TOURS ENTERTAINMENT AMUSEMENT MANAGEMENT LL					1,000.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	1,000.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2256</a>	GRANT FUNDED STAGE RENTAL FOR EVENTS	04/26/2023	04/26/2023	0.00	1,000.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003383</a>	TRANSFORMER MAINTENANCE & SERVICE INC					1,174.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	1,174.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">65295</a>	CERTIFIED TRANSFORMER OIL TEST	04/20/2023	04/20/2023	0.00	15.00	
<a href="#">65428</a>	REFURBISHED 75KVA TRANSFORMER	04/24/2023	04/24/2023	0.00	1,159.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002928</a>	UNIFIRST CORPORATION					107.10
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	107.10	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">1430066327</a>	UNIFORM AND CLEANING SERVICE - PUBLIC WORKS	04/24/2023	04/24/2023	0.00	107.10	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002205</a>	UNITED WAY OF THE EASTERN SHORE					45.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	45.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">PPE 4/23/2023</a>	UNITED WAY EMPLOYEE CONTRIBUTIONS	04/24/2023	04/24/2023	0.00	45.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002248</a>	VERIZON BUSINESS					102.34
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	102.34	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">74276981</a>	BUSINESS TELEPHONE CALLS	04/28/2023	04/28/2023	0.00	102.34	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002304</a>	WEST OCEAN CITY ILLNESS & INJURY CENTER					403.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	403.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">19965344</a>	NEW HIRE WATER RESOURCES VACCINES	04/26/2023	04/26/2023	0.00	358.00	
<a href="#">19965434</a>	PRE EMPLOYMENT DRUG SCREENING	04/26/2023	04/26/2023	0.00	45.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002363</a>	WORCESTER COUNTY LANDFILL					2,163.20
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				05/02/2023	2,163.20	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">309 MAR FY 23</a>	SLUDGE	04/20/2023	04/20/2023	0.00	2,163.20	

## Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Check	78	64	0.00	119,706.84
Packet Totals:		78	64	0.00	119,706.84



Town of Berlin, MD

# Refund Check Register

## Refund Check Detail

### UBPKT09561 - Refunds 1 UBPKT09560 Single Billing

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
66-0473241-12	DOVE, MARY	4/26/2023	24387	147.43			147.43	Generated From Billing
<b>Total Refunds: 1</b>			<b>Total Refunded Amount:</b>	147.43				

## Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS / REFUNDS	147.43
<b>Revenue Total:</b>	147.43

## General Ledger Distribution

Posting Date: 04/20/2023

	Account Number	Account Name	Posting Amount	IFT
<b>Fund:</b>	10 - ELECTRIC			
	10-1110-1098	CLAIM ON CASH-FUND 10	-147.43	Yes
	10-2010-2074	UNAPPLIED CREDITS	147.43	
		<b>10 Total:</b>	0.00	
<b>Fund:</b>	98 - POOLED CASH			
	98-1098-1000	CENTRAL DEPOSITORY CASH	-147.43	
	98-2498-2200	DUE TO OTHER FUNDS	147.43	Yes
		<b>98 Total:</b>	0.00	
		<b>Distribution Total:</b>	0.00	





Town of Berlin, MD

# Vendor History Report

## By Vendor Name

Posting Date Range -

Payment Date Range 04/23/2023 - 04/25/2023

Payable Number	Description	Units	Price	Post Date	1099	Payment Number	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment
Item Description				Amount	Account Number	Account Name		Dist	Amount				
<b>Vendor Set: 01 - Vendor Set 01</b>													
<b>0003138 - CARD SERVICES CENTER</b>													
MAR APR FY 23	BOC CREDIT			4/21/2023		DFT0000359	4/25/2023	15793.43		0	0	0	15793.43
								217.65		0	0	0	217.65
ONLINE ORDER ( 4 ) NEW TIRES FOR VEH# 54 F-150	1	779.96	779.96	10-5620-5257	VEHICLE MAINTENANCE			779.96					
OFFICE DESK CHAIR FOR OFFICE @ POWER PLANT	1	109.97	109.97	10-5600-5700	OFFICE SUPPLIES			109.97					
CAUTION TAPE FOR DIRECT BURY ELECTRIC CABLE	3	19.9	59.7	10-5620-5730	SUPPLIES AND OPERATIONS			59.7					
REPAIRS TO FLAT TIRE ON VEHICLE #26 F-150 TRUCK	1	33	33	10-5600-5700	OFFICE SUPPLIES			33					
PLASTIC UTENSILS FOR SHOP	1	14.98	14.98	10-5620-5730	SUPPLIES AND OPERATIONS			14.98					
CANCELLED ORDER ( 4 ) NEW TIRES FOR VEH# 54 F-150	1	-779.96	-779.96	10-5620-5257	VEHICLE MAINTENANCE			-779.96					
MAR APR FY 23	BOC CREDIT CARD			4/21/2023		DFT0000356	4/25/2023	2298.94		0	0	0	2298.94
MARRIOTT - MAIN ST CONFERENCE HOTEL STAY	1	1426.55	1426.55	01-5400-5615	TRAVEL			1426.55					
MEDAMD - ANNUAL CONFERENCE	1	215	215	01-5400-5621	EMPLOYEE TRAINING			215					
COPLEY - PARKING FOR MAIN ST CONFERENCE	1	210	210	01-5400-5615	TRAVEL			210					
LOWER SHORE LAND TRUST - NATIVE PLANTS FOR DWNTWN	1	138	138	01-5130-5200	CONTRACTED SERVICES			138					
CANVA - FARMERS MARKET POSTERS	1	67.5	67.5	01-5400-5720	PRINTING			67.5					
CONSTANT CONTACT - MONTHLY FEE	1	65	65	01-5400-5727	MARKETING			65					
HARBOR FREIGHT - EXTENTION CORD & BUNGIES	1	39.2	39.2	01-5400-5700	OFFICE SUPPLIES			39.2					
QUICK CHECK - GAS	1	33.01	33.01	01-5400-5630	VEHICLE FUEL			33.01					
XOPIO LLC - GAS	1	30.61	30.61	01-5400-5630	VEHICLE FUEL			30.61					
CITGO - GAS	1	27.45	27.45	01-5400-5630	VEHICLE FUEL			27.45					
AMAZON - RUNAWAY BRIDE DVDS FOR BERLIN BUS TOURS	1	26.95	26.95	01-5400-5619	SPONSORSHIPS			26.95					
ZOOM CAR WASH - CAR WASH	1	20	20	01-5400-5257	VEHICLE MAINTENANCE			20					
WM SUPERCENTER - TRAVEL CAR PHONE HOLDER	1	19.61	19.61	01-5400-5700	OFFICE SUPPLIES			19.61					
RBT QUICK CHECK - REFUND	1	-0.33	-0.33	01-5400-5720	PRINTING			-0.33					
WM SUPERCENTER - REFUND	1	-19.61	-19.61	01-5400-5700	OFFICE SUPPLIES			-19.61					
MAR APR FY 23	BANK OF OCEAN CITY CREDIT CARD			4/21/2023		DFT0000358	4/25/2023	138.8		0	0	0	138.8
UNIVERSAL SURGE PROTECTOR WITH BATTERY BACK-UP FOR	1	99	99	01-5200-5730	SUPPLIES AND OPERATIONS			99					
FOUR PACKES SENT TO MOTOR VEHICLE ADMINISTRATIONS	4	9.95	39.8	01-5200-5601	POSTAGE			39.8					
MAR APR FY 23	BOC CREDIT CARD			4/25/2023		DFT0000363	4/25/2023	3457.88		0	0	0	3457.88
ANNUAL HVAC AGREEMENT TOWN HALL	0	0	1765	01-5100-5200	CONTRACTED SERVICES			1765					
FIDELITY POWER FOR POLICE DEPT	0	0	1081.67	01-5200-5200	CONTRACTED SERVICES			1081.67					
GO DADDY MONTHLY WEB SERVICE FOR POLICE DEPT	0	0	400.3	01-5100-5264	WEBSITE			400.3					
D3 MONTHLY WEB SERVICE	0	0	125	01-5100-5264	WEBSITE			125					
SPRING CELEBRATION CRAFTS ORIENTAL TRADING	1	74.93	74.93	01-5200-5700	OFFICE SUPPLIES			74.93					
FOOD LION CUPCAKES MELISSA'S BIRTHDAY	1	10.98	10.98	01-5200-5700	OFFICE SUPPLIES			10.98					
MAR APR FY 23	BOC CREDIT CARD			4/21/2023		DFT0000360	4/25/2023	876.75		0	0	0	876.75

# Vendor History Report

Posting Date Range -

Payable Number	Description		Post Date	1099	Payment Numb	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment
Item Description	Units	Price	Amount	Account Number	Account Name	Dist	Amount					
TIM LAWRENCE-CARHARTT FR WORK PANTS	1	349.77	349.77	10-5600-5740	SAFETY SUPPLIES AND MATERIALS		349.77					
HARBOR FREIGHT-SMALL CONCRETE MIXER	1	261.98	261.98	10-5620-5730	SUPPLIES AND OPERATIONS		261.98					
COMMERCE ST-EV STATION-BOLLARD COVERS	1	184	184	10-5620-5730	SUPPLIES AND OPERATIONS		184					
ATTSA FLAGGER COURSE-SHAMAR BRIDDELL	1	75	75	24-5800-5621	EMPLOYEE TRAINING		75					
DRIVEEZMD-TOLL CHARGE	1	6	6	10-5620-5615	TRAVEL		6					
MAR APR FY 23	BOC CREDIT CARD		4/21/2023	DFT0000361	4/25/2023		1457.34	0	0	0	1457.34	1457.34
ASBESTOS TESTING ON BROAD ST LIFT STATION	1	560	560	24-5810-5255	CAPITAL OUTLAY EQUIPMENT		560					
REPAIR DOOR HINGES & FRAME	1	539.4	539.4	24-5810-5257	VEHICLE MAINTENANCE		539.4					
MCET CLASS FOR JAMEY LATCHUM	1	139	139	24-5800-5730	SUPPLIES AND OPERATIONS		139					
SPRAYER	1	112.98	112.98	24-5830-5730	SUPPLIES AND OPERATIONS		112.98					
IPAD CASES	1	95.37	95.37	20-5700-5730	SUPPLIES AND OPERATIONS		95.37					
SOFTWARE FOR METERING	1	10.59	10.59	20-5700-5730	SUPPLIES AND OPERATIONS		10.59					
MAR APR FY 23	BOC CREDIT CARD		4/25/2023	DFT0000362	4/25/2023		814.51	0	0	0	814.51	814.51
15 TRASH TRUCK SEAT	1	174.27	174.27	01-5310-5251	EQUIPMENT MAINTENANCE		174.27					
WATER PUMP	1	143.23	143.23	01-5320-5730	SUPPLIES AND OPERATIONS		143.23					
TOOLS FOR SHOP	1	120.92	120.92	01-5320-5730	SUPPLIES AND OPERATIONS		120.92					
SEAT JOHN DEERE	1	119.99	119.99	01-5320-5730	SUPPLIES AND OPERATIONS		119.99					
AIR LINE FITTINGS SHOP	1	79.78	79.78	01-5320-5730	SUPPLIES AND OPERATIONS		79.78					
JACO QUICK CONNECT AIR HOSE	1	76.1	76.1	01-5320-5730	SUPPLIES AND OPERATIONS		76.1					
GAS FOR EQUIPMENT	1	60.75	60.75	01-5320-5630	VEHICLE FUEL		60.75					
INSECTITCIDE	1	29.48	29.48	01-5320-5730	SUPPLIES AND OPERATIONS		29.48					
CAMLOCK GASKET	1	9.99	9.99	01-5320-5730	SUPPLIES AND OPERATIONS		9.99					
MAR APR FY 23	BOC CREDIT CARD		4/21/2023	DFT0000357	4/25/2023		833.17	0	0	0	833.17	833.17
VARCO 4" DISCHARGE HOSE SEPTAGE RECEIVING STATION	1	368.93	368.93	24-5820-5730	SUPPLIES AND OPERATIONS		368.93					
LOWES FENCE POSTS SPRAY SITE B	1	216.74	216.74	24-5830-5730	SUPPLIES AND OPERATIONS		216.74					
COLLEGE OF SOUTHERN MD - TRAINING MCAMPBELL	1	134	134	24-5800-5621	EMPLOYEE TRAINING		134					
AMAZON EAR PROTECTION	2	26.76	53.52	20-5700-5740	SAFETY SUPPLIES AND MATERIALS		26.76					
				24-5800-5740	SAFETY SUPPLIES AND MATERIALS		26.76					
VARCO 4" DISCHARGE HOSE SEPTAGE RECEIVING STATION	1	50.23	50.23	24-5820-5730	SUPPLIES AND OPERATIONS		50.23					
AMAZON LABOR LAW POSTER FRAME	1	26.99	26.99	01-5125-5700	OFFICE SUPPLIES		26.99					
FISHER SCIENTIFIC MEASURING JUG	1	3.86	3.86	24-5820-5790	LAB AND TESTING		3.86					
MOTION INDUSTRIES TAX CREDIT FROM LAST MONTH	1	-21.1	-21.1	24-5820-5730	SUPPLIES AND OPERATIONS		-21.1					
MAR APR FY 23	BOC CREDIT CARD		4/21/2023	DFT0000355	4/25/2023		1686.54	0	0	0	1686.54	1686.54

Vendor History Report

											Posting Date Range -	
Payable Number	Description		Post Date	1099	Payment Numb	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment
Item Description	Units	Price	Amount	Account Number	Account Name		Dist	Amount				
ADP PAYROLL PROCESSING SERVICES	1	681.84	681.84	01-5000-5200	CONTRACTED SERVICES			47.35				
				01-5100-5200	CONTRACTED SERVICES			37.88				
				01-5120-5200	CONTRACTED SERVICES			28.41				
				01-5125-5200	CONTRACTED SERVICES			28.41				
				01-5200-5200	CONTRACTED SERVICES			179.93				
				01-5300-5200	CONTRACTED SERVICES			9.47				
				01-5310-5200	CONTRACTED SERVICES			28.41				
				01-5320-5200	CONTRACTED SERVICES			47.35				
				01-5400-5200	CONTRACTED SERVICES			18.94				
				01-5440-5200	CONTRACTED SERVICES			18.94				
				10-5600-5200	CONTRACTED SERVICES			9.47				
				10-5610-5200	CONTRACTED SERVICES			9.47				
				10-5620-5200	CONTRACTED SERVICES			66.29				
				20-5700-5200	CONTRACTED SERVICES			14.2				
				20-5710-5200	CONTRACTED SERVICES			9.47				
				20-5720-5200	CONTRACTED SERVICES			14.21				
				24-5800-5200	CONTRACTED SERVICES			14.2				
				24-5810-5200	CONTRACTED SERVICES			14.21				
				24-5820-5200	CONTRACTED SERVICES			28.41				
				24-5830-5200	CONTRACTED SERVICES			37.88				
				30-5030-5200	CONTRACTED SERVICES			18.94				
POPS KITCHEN MEAT FOR DECEMBER HOLIDAY LUNCH	1	285	285	01-5125-5700	OFFICE SUPPLIES			285				
AMAZON UTILITY CRATE ON WHEELS AND LED TIMER	1	269.91	269.91	01-5000-5700	OFFICE SUPPLIES			210.95				
				01-5100-5700	OFFICE SUPPLIES			58.96				
TELEFLORA FLOWERS FOR LAWRENCE BROTHER PASSING	1	120	120	01-5000-5676	SPECIAL APPROPRIATIONS			120				
TRIBUTE STORE CAMPBELL FATHER/GRANDFATHER PASSING	1	119.42	119.42	01-5000-5676	SPECIAL APPROPRIATIONS			119.42				
COASTAL HOSPICE DONATION FOR BASSETT BROTHER PASSI	1	103.94	103.94	01-5000-5676	SPECIAL APPROPRIATIONS			103.94				
EZPASS	1	75	75	01-5100-5257	VEHICLE MAINTENANCE			75				
DOLLAR GENERAL WOR WIC JOB FAIR SUPPLIES	1	18.55	18.55	01-5100-5700	OFFICE SUPPLIES			18.55				
FOOD LION TOWNSEND BIRTHDAY TREAT	1	12.88	12.88	01-5125-5700	OFFICE SUPPLIES			12.88				
MAR APR FY 23	BOC CREDIT CARD		4/21/2023	DFT0000364	4/25/2023		3101.24		0	0	0	3101.24 3101.24
3 ARBOEVITEA TREES FOR DECATUR PARK	3	250	750	01-5500-5730	SUPPLIES AND OPERATIONS			750				
5 ARBOEVITEA FOR DEACTUR PARK	5	135	675	01-5500-5730	SUPPLIES AND OPERATIONS			675				
WHINE POT DOWN TOWN.	1	635.97	635.97	01-5500-5730	SUPPLIES AND OPERATIONS			635.97				
SIDING FOR WATER SHED FRANKLIN	1	404.39	404.39	20-5710-5250	BUILDING MAINTENANCE			404.39				
STROBES LIGHT FOR NEW TRUCK	1	364.54	364.54	01-5300-5730	SUPPLIES AND OPERATIONS			364.54				
LEVEL JIG SAW	1	136.36	136.36	01-5300-5730	SUPPLIES AND OPERATIONS			136.36				
TREE FOR DECATUR PARK	1	110	110	01-5500-5730	SUPPLIES AND OPERATIONS			110				
CALCULATOR	1	24.98	24.98	01-5300-5730	SUPPLIES AND OPERATIONS			24.98				
MAR APR FY 23	BOC CREDIT CARD		4/25/2023	DFT0000365	4/25/2023		910.61		0	0	0	910.61 910.61
PLANTS FOR BURBAGE PARK	1	510	510	01-5500-5730	SUPPLIES AND OPERATIONS			510				
TREE STAKES	1	165.94	165.94	01-5320-5730	SUPPLIES AND OPERATIONS			165.94				

Vendor History Report

											Posting Date Range -	
Payable Number	Description		Post Date	1099	Payment Numb	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment
Item Description	Units	Price	Amount	Account Number	Account Name		Dist	Amount				
PLANTS FOR BURBAGE	1	100	100	01-5500-5730	SUPPLIES AND OPERATIONS			100				
CLOVES FOR CREW	1	48.88	48.88	01-5320-5730	SUPPLIES AND OPERATIONS			48.88				
TOILET REPAIR	1	33.92	33.92	01-5130-5250	BUILDING MAINTENANCE			33.92				
TREE SUPPLIES	1	17.98	17.98	01-5500-5730	SUPPLIES AND OPERATIONS			17.98				
AMAZON PESTICIDE STORAGE SIGN	1	16.84	16.84	01-5320-5730	SUPPLIES AND OPERATIONS			16.84				
DRILL BIT HAMMER BIT	1	12.6	12.6	01-5320-5730	SUPPLIES AND OPERATIONS			12.6				
TOILET REPAIR	1	4.45	4.45	01-5130-5250	BUILDING MAINTENANCE			4.45				
Vendors: (1) Total 01 - Vendor Set 01:							15793.43	0	0	0	15793.43	15793.43
Vendors: (1) Report Total:							15793.43	0	0	0	15793.43	15793.43

Account Number: XXXX XXXX XXXX

**Billing Questions:**

800-854-7642

**Send Billing Inquiries To:**

**SUMMARY OF ACCOUNT ACTIVITY**

Previous Balance	\$0.00
- Payments	\$4,858.85
- Other Credits	\$0.00
+ Purchases	\$138.80
+ Cash Advances	\$0.00
<b>+ Fees Charged</b>	<b>\$0.00</b>
<b>+ Interest Charged</b>	<b>\$0.00</b>
= New Balance	\$138.80

Account Number XXXX XXXX XXXX  
Credit Limit \$5,000.00  
Available Credit \$4,861.00  
Statement Closing Date April 9, 2023  
Days in Billing Cycle 30

**PAYMENT INFORMATION**

New Balance: \$138.80  
Minimum Payment Due: \$25.00  
**Payment Due Date: May 4, 2023**

**MESSAGES**

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**TRANSACTIONS**

An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
04/03	04/03	85421202X00XVGFB	PAYMENT -THANK YOU	\$4,858.85-
03/13	03/13	02305372900J81HM3	USPSPO 2306480811 BERLIN MD	\$39.80
03/17	03/17	55483822DBLH50703	WAL-MART #2560 BERLIN MD	\$99.00
04/06	04/06	00000000000ATNEWA	BALANCE TRANSFER 5594 9512 4840 0421	\$4,858.85

BANK OF OCEAN CITY  
PO BOX 2360  
OMAHA, NE 68103-2360

Account Number: XXXX XXXX XXXX  
New Balance: \$138.80  
Minimum Payment Due: \$25.00  
**Payment Due Date: May 4, 2023**

Amount Enclosed: \$



Make Check Payable to:

CARD SERVICES CENTER  
PO BOX 71205  
CHARLOTTE NC 28272-1205

TOWN OF BERLIN MD  
10 WILLIAMS ST  
BERLIN MD 21811-1233

Account Number: XXXX XXXX XXXX

**Billing Questions:**

800-854-7642

**Send Billing Inquiries To:**

**SUMMARY OF ACCOUNT ACTIVITY**

Previous Balance	\$376.58
- Payments	\$376.58
- Other Credits	\$779.96
+ Purchases	\$997.61
+ Cash Advances	\$0.00
<b>+ Fees Charged</b>	<b>\$0.00</b>
<b>+ Interest Charged</b>	<b>\$0.00</b>
= New Balance	\$217.65

Account Number XXXX XXXX XXXX  
Credit Limit \$1,500.00  
Available Credit \$1,282.00  
Statement Closing Date April 9, 2023  
Days in Billing Cycle 30

**PAYMENT INFORMATION**

New Balance: \$217.65  
Minimum Payment Due: \$25.00  
**Payment Due Date: May 4, 2023**

**MESSAGES**

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**TRANSACTIONS**

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Tran Date	Post Date	Reference Number	Transaction Description	Amount
03/31	03/31	02305372V01N3DY6K	BJS.COM #5490 800-257- CREDIT	\$779.96-
04/03	04/03	85421202X00XVGFB	PAYMENT -THANK YOU	\$376.58-
03/13	03/13	02305372900J81HPN	BJS.COM #5490 800-257-2582 MA	\$769.96
03/13	03/13	02305372900J81HX2	BJS.COM #5490 800-257-2582 MA	\$10.00
03/20	03/20	55432862F5W6RX1X0	AMZN MKTP US*H74G52Z30 AMZN.COM/BILL WA	\$109.97
03/23	03/23	55546502J5ZXTFSNN	WAINWRIGHT'S TIRE CENT BERLIN MD	\$33.00
03/28	03/28	05416012P43AA5Y82	SAMSCLUB #6383 SALISBURY MD	\$14.98
04/05	04/05	55432863060PP9TWQ	AMAZON.COM*HS5PHODZOAMZN.COM/BILLWA	\$59.70

BANK OF OCEAN CITY  
PO BOX 2360  
OMAHA, NE 68103-2360

Account Number: XXXX XXXX XXXX  
New Balance: \$217.65  
Minimum Payment Due: \$25.00  
**Payment Due Date: May 4, 2023**

Amount Enclosed: \$



Make Check Payable to:

CARD SERVICES CENTER  
PO BOX 71205  
CHARLOTTE NC 28272-1205

TOWN OF BERLIN MD  
10 WILLIAMS ST  
BERLIN MD 21811-1233

Account Number: XXXX XXXX XXXX

**Billing Questions:**

800-854-7642

**Send Billing Inquiries To:**

**SUMMARY OF ACCOUNT ACTIVITY**

Previous Balance	\$792.09
- Payments	\$792.09
- Other Credits	\$0.00
+ Purchases	\$814.51
+ Cash Advances	\$0.00
<b>+ Fees Charged</b>	<b>\$0.00</b>
<b>+ Interest Charged</b>	<b>\$0.00</b>
<b>= New Balance</b>	<b>\$814.51</b>

Account Number XXXX XXXX XXXX  
Credit Limit \$1,500.00  
Available Credit \$641.00  
Statement Closing Date April 9, 2023  
Days in Billing Cycle 30

**PAYMENT INFORMATION**

New Balance: \$814.51  
Minimum Payment Due: \$41.00  
**Payment Due Date: May 4, 2023**

**MESSAGES**

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**TRANSACTIONS**

An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
04/03	04/03	85421202X00XVGFB	PAYMENT -THANK YOU	\$792.09-
03/17	03/17	52708242DRQEB9BWA	ROYAL FARMS #178 BERLIN MD	\$60.75
03/20	03/20	55432862F5W7J446H	AMZN MKTP US*HC9ZH3G22 AMZN.COM/BILLWA	\$79.78
03/22	03/22	55432862H5WWYSQW1	AMZN MKTP US*H748J3B60 AMZN.COM/BILLWA	\$119.99
03/22	03/22	02305372J00HVVWAZB	TRACTOR SUPPLY CO #181 BERLIN MD	\$120.92
04/03	04/03	55429502XLR6YAS9T	FIND IT PARTS 8883128812 CA	\$174.27
04/04	04/04	55432862Y60D2L5BG	AMZN MKTP US*HS1039590 AMZN.COM/BILL WA	\$9.99
04/04	04/04	55432862Y60QWS9TA	AMZN MKTP US*HS60613B1 AMZN.COM/BILLWA	\$76.10
04/05	04/05	55432863060PPGPYP	AMZN MKTP US*HS0ES7DS0 AMZN.COM/BILL WA	\$143.23
04/06	04/06	02305373100KYFXLH	TRACTOR SUPPLY CO #181 BERLIN MD	\$29.48

BANK OF OCEAN CITY  
PO BOX 2360  
OMAHA, NE 68103-2360

Account Number: XXXX XXXX XXXX  
New Balance: \$814.51  
Minimum Payment Due: \$41.00  
**Payment Due Date: May 4, 2023**

Amount Enclosed: \$



Make Check Payable to:

CARD SERVICES CENTER  
PO BOX 71205  
CHARLOTTE NC 28272-1205

TOWN OF BERLIN MD  
10 WILLIAMS ST  
BERLIN MD 21811-1233

Account Number: XXXX XXXX XXXX

**Billing Questions:**

800-854-7642

**Send Billing Inquiries To:**

**SUMMARY OF ACCOUNT ACTIVITY**

Previous Balance	\$527.86
- Payments	\$527.86
- Other Credits	\$0.00
+ Purchases	\$910.61
+ Cash Advances	\$0.00
<b>+ Fees Charged</b>	<b>\$0.00</b>
<b>+ Interest Charged</b>	<b>\$0.00</b>
= New Balance	\$910.61

Account Number XXXX XXXX XXXX  
Credit Limit \$1,500.00  
Available Credit \$589.00  
Statement Closing Date April 9, 2023  
Days in Billing Cycle 30

**PAYMENT INFORMATION**

New Balance: \$910.61  
Minimum Payment Due: \$46.00  
**Payment Due Date: May 4, 2023**

**MESSAGES**

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**TRANSACTIONS**

An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
04/03	04/03	85421202X00XVGFBR	PAYMENT -THANK YOU	\$527.86-
03/14	03/14	5543286295SP4L9MN	AMZN MKTP US'HC1ST8TS0 AMZN.COM/BILLWA	\$48.88
03/20	03/20	55432862F5WQ04A8B	SQ 'LOWER SHORE LAND TGOSQ.COM MD	\$510.00
03/21	03/21	55432862G5WLN6YTV	SQ 'LOWER SHORE LAND TGOSQ.COM MD	\$100.00
03/24	03/24	05314612LEHXVYXTQ	THE ADKINS COMPANY BERLIN MD	\$12.60
03/27	03/27	05314612PEHV9PRF5	THE ADKINS COMPANY BERLIN MD	\$4.45
03/27	03/27	05314612PEHV9PRHR	THE ADKINS COMPANY BERLIN MD	\$33.92
03/27	03/27	02305372P00JBQW6D	TRACTOR SUPPLY CO #181 BERLIN MD	\$165.94
03/30	03/30	02305372S00JTBV4V	TRACTOR SUPPLY CO #181 BERLIN MD	\$17.98
04/01	04/01	55432862V5ZG8K9ZY	AMAZON.COM'HS2829OJ0 AMZN.COM/BILL WA	\$16.84

BANK OF OCEAN CITY  
PO BOX 2360  
OMAHA, NE 68103-2360

Account Number: XXXX XXXX XXXX  
New Balance: \$910.61  
Minimum Payment Due: \$46.00  
**Payment Due Date: May 4, 2023**

Amount Enclosed: \$



Make Check Payable to:

CARD SERVICES CENTER  
PO BOX 71205  
CHARLOTTE NC 28272-1205

TOWN OF BERLIN MD  
10 WILLIAMS ST  
BERLIN MD 21811-1233



Account Number: XXXX XXXX XXXX

**Billing Questions:**

800-854-7642

**Send Billing Inquiries To:**

**SUMMARY OF ACCOUNT ACTIVITY**

Previous Balance	\$926.85
- Payments	\$926.85
- Other Credits	\$19.94
+ Purchases	\$2,318.88
+ Cash Advances	\$0.00
<b>+ Fees Charged</b>	<b>\$0.00</b>
<b>+ Interest Charged</b>	<b>\$0.00</b>
= New Balance	\$2,298.94

Account Number XXXX XXXX XXXX  
Credit Limit \$5,000.00  
Available Credit \$2,701.00  
Statement Closing Date April 9, 2023  
Days in Billing Cycle 30

**PAYMENT INFORMATION**

New Balance: \$2,298.94  
Minimum Payment Due: \$115.00  
**Payment Due Date: May 4, 2023**

**MESSAGES**

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**TRANSACTIONS**

An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
03/28	03/28	05587452P0000QMKT	RBT QUICK CHEK CORP #7 EASYSAVING CREDIT	\$0.33-
04/03	04/03	85421202X00XVGFB	PAYMENT -THANK YOU	\$926.85-
04/04	04/04	05436842ZBLP6TWLE	WM SUPERCENTER #2560 BERLIN MD CREDIT	\$19.61-
03/17	03/17	55432862Q5VJ9EQL6	SQ 'LOWER SHORE LAND TGOSQ.COM MD	\$138.00
03/19	03/19	55310202E2DYZVQ52	AMAZON.COM*H79MM3CA0 AAMZN.COM/BILLWA	\$26.95
03/21	03/21	75454912GS66GVGV2	ZOOM CAR WASH BERLIN BERLIN MD	\$20.00
03/24	03/24	05140482LLM7NKKQ0Z	QUICK CHEK CORP #79 OLD BRIDGE NJ	\$33.01
03/25	03/25	55432862S5Z82W4KM	MARRIOTT COPLEY PLACE BOSTON MA	\$1,426.55
		CHECK-IN 03/25/23	FOLIO #M09195	
03/25	03/25	05436842MBLKVMED1	WM SUPERCENTER #2103 WALPOLE MA	\$19.61
03/25	03/25	55639952LMWBDR56Z	XOPIO LLC WALPOLE MA	\$30.61

Transactions continued on next page

BANK OF OCEAN CITY  
PO BOX 2360  
OMAHA, NE 68103-2360

Account Number: XXXX XXXX XXXX  
New Balance: \$2,298.94  
Minimum Payment Due: \$115.00  
**Payment Due Date: May 4, 2023**

Amount Enclosed: \$



Make Check Payable to:

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PO BOX 71205  
CHARLOTTE NC 28272-1205

TOWN OF BERLIN MD  
10 WILLIAMS ST  
BERLIN MD 21811-1233

Account Number: XXXX XXXX XXXX

**TRANSACTIONS (continued)**

An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
03/30	03/30	75454912SS66QR4KW	COPLEY CENTRAL PARKING BOSTON MA	\$210.00
03/30	03/30	75418232T4YW1HN3L	EIG*CONSTANTCONTACT.CO 855-2295506 MA	\$65.00
04/01	04/01	22303792W002XQWDM	CITGO 106 SISSON AVE HARTFORD CT	\$27.45
04/03	04/03	82711162X000F78SY	MEDAMD.COM BALTIMORE MD	\$215.00
04/04	04/04	55263522ZBLH7BF83	HARBOR FREIGHT TOOLS34 BERLIN MD	\$39.20
04/05	04/05	82305092Z000E3F2Z	CANVA* 103746-30167964 CAMDEN DE	\$67.50

**INTEREST CHARGE CALCULATION**

Your Annual Percentage Rate (APR) is the annual interest rate on your account

Type of Balance	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Days in Billing Cycle	Interest Charge
Purchases	19.24% (v)	\$0.00	30	\$0.00
Cash Advances	22.74% (v)	\$0.00	30	\$0.00

(v) - variable

Account Number: XXXX XXXX XXXX

**Billing Questions:**

800-854-7642

**Send Billing Inquiries To:**

**SUMMARY OF ACCOUNT ACTIVITY**

Previous Balance	\$0.00
- Payments	\$0.00
- Other Credits	\$0.00
+ Purchases	\$1,457.34
+ Cash Advances	\$0.00
<b>+ Fees Charged</b>	<b>\$0.00</b>
<b>+ Interest Charged</b>	<b>\$0.00</b>
<b>= New Balance</b>	<b>\$1,457.34</b>

Account Number XXXX XXXX XXXX  
Credit Limit \$5,000.00  
Available Credit \$3,542.00  
Statement Closing Date April 9, 2023  
Days in Billing Cycle 30

**PAYMENT INFORMATION**

New Balance: \$1,457.34  
Minimum Payment Due: \$73.00  
**Payment Due Date: May 4, 2023**

**MESSAGES**

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**TRANSACTIONS**

An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
03/11	03/11	55432862663GZE8E	APPLE.COM/BILL 866-712-7753 CA	\$10.59
03/15	03/15	55432862A5V1XXYDB	AMZN MKTP US'HC0EY5VQ0 AMZN.COM/BILL WA	\$95.37
03/16	03/16	55432862B5V89W53	SQ 'HAUN ENVIRONMENTALEDEGWATER MD	\$560.00
03/24	03/24	02305372L00KVXSRX	TRACTOR SUPPLY CO #181 BERLIN MD	\$112.98
03/31	03/31	55309592S61223VAG	CSM LUMENS LA PLATA MD	\$139.00
04/04	04/04	55432862Y60BTFRE2	SQ 'SINEPUXENT AUTO BO BERLIN MD	\$539.40

BANK OF OCEAN CITY  
PO BOX 2360  
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Account Number: XXXX XXXX XXXX  
New Balance: \$1,457.34  
Minimum Payment Due: \$73.00  
**Payment Due Date: May 4, 2023**

Amount Enclosed: \$



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TOWN OF BERLIN MD  
10 WILLIAMS ST  
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Account Number: XXXX XXXX XXXX

**Billing Questions:**

800-854-7642

**Send Billing Inquiries To:**

**SUMMARY OF ACCOUNT ACTIVITY**

Previous Balance	\$2,164.77
- Payments	\$2,164.77
- Other Credits	\$0.00
+ Purchases	\$3,101.24
+ Cash Advances	\$0.00
<b>+ Fees Charged</b>	<b>\$0.00</b>
<b>+ Interest Charged</b>	<b>\$0.00</b>
= New Balance	\$3,101.24

Account Number XXXX XXXX XXXX  
Credit Limit \$5,000.00  
Available Credit \$1,898.00  
Statement Closing Date April 9, 2023  
Days in Billing Cycle 30

**PAYMENT INFORMATION**

New Balance: \$3,101.24  
Minimum Payment Due: \$155.00  
**Payment Due Date: May 4, 2023**

**MESSAGES**

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**TRANSACTIONS**

An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
04/03	04/03	85421202X00XVGFB	PAYMENT -THANK YOU	\$2,164.77-
03/13	03/13	5550080298ABEV7B	HOW SWEET IT IS EDEN MD	\$635.97
03/20	03/20	55500802F8ABEVQB	HOW SWEET IT IS EDEN MD	\$675.00
03/20	03/20	05123482F5SAQYQFG	512 BEACON BLDG PROD SALISBURY MD	\$404.39
03/22	03/22	05410192J31T9S387	STAPLES 00112888 OCEAN CITY MD	\$24.98
03/28	03/28	55500802P8ABEVGG	HOW SWEET IT IS EDEN MD	\$750.00
04/01	04/01	52707152W09FKME3A	THE HOME DEPOT #2578 BERLIN MD	\$136.36
04/05	04/05	85544023001PDM321	STROBES N MORE 877-995-7630 RI	\$364.54
04/07	04/07	5550080312LR0BKP7	HOW SWEET IT IS EDEN MD	\$110.00

BANK OF OCEAN CITY  
PO BOX 2360  
OMAHA, NE 68103-2360

Account Number: XXXX XXXX XXXX  
New Balance: \$3,101.24  
Minimum Payment Due: \$155.00  
**Payment Due Date: May 4, 2023**

Amount Enclosed: \$



Make Check Payable to:

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CHARLOTTE NC 28272-1205

TOWN OF BERLIN MD  
10 WILLIAMS ST  
BERLIN MD 21811-1233

Account Number: XXXX XXXX XXXX

**Billing Questions:**

800-854-7642

**Send Billing Inquiries To:**

**SUMMARY OF ACCOUNT ACTIVITY**

Previous Balance	\$2,750.33
- Payments	\$2,750.33
- Other Credits	\$0.00
+ Purchases	\$1,686.54
+ Cash Advances	\$0.00
<b>+ Fees Charged</b>	<b>\$0.00</b>
<b>+ Interest Charged</b>	<b>\$0.00</b>
= New Balance	\$1,686.54

Account Number XXXX XXXX XXXX  
Credit Limit \$5,000.00  
Available Credit \$3,313.00  
Statement Closing Date April 9, 2023  
Days in Billing Cycle 30

**PAYMENT INFORMATION**

New Balance: \$1,686.54  
Minimum Payment Due: \$84.00  
**Payment Due Date: May 4, 2023**

**MESSAGES**

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**TRANSACTIONS**

An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
04/03	04/03	85421202X00XVGFB	PAYMENT - THANK YOU	\$2,750.33-
03/15	03/15	55417342BM8J9FM80	TELEFLORASCI 800-8229547 CA	\$120.00
03/16	03/16	82711162B00096189	COASTAL HOSPICE SALISBURY MD	\$103.94
03/17	03/17	55432862D5VNA55VE	FOOD LION #0658 BERLIN MD	\$12.88
03/17	03/17	55432862D5VN1BLTZ	POP'S KITCHEN BERLIN MD	\$285.00
03/24	03/24	85504992LS66DSV95	DRIVEEZMD REBILL 555555555 MD	\$25.00
03/29	03/29	05436842TEHS0FTRZ	DOLLAR-GENERAL #0489 BERLIN MD	\$18.55
03/29	03/29	85504992TS66E7RGG	DRIVEEZMD REBILL 555555555 MD	\$25.00

Transactions continued on next page

BANK OF OCEAN CITY  
PO BOX 2360  
OMAHA, NE 68103-2360

Account Number: XXXX XXXX XXXX  
New Balance: \$1,686.54  
Minimum Payment Due: \$84.00  
**Payment Due Date: May 4, 2023**

Amount Enclosed: \$



Make Check Payable to:

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CHARLOTTE NC 28272-1205

TOWN OF BERLIN MD  
10 WILLIAMS ST  
BERLIN MD 21811-1233

Account Number: XXXX XXXX XXXX

**TRANSACTIONS (continued)**

An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Trans Date	Post Date	Reference Number	Transaction Description	Amount
04/01	04/01	55310202V2DKB3MVB	AMZN MKTP US*HY0K53G12 AMZN.COM/BILL WA	\$58.97
04/03	04/03	85504992YS66ERG0J	DRIVEEZMD REBILL 5555555555 MD	\$25.00
04/03	04/03	55310202X2DZWYGYG	AMZN MKTP US*HS8ZP2180 AMZN.COM/BILLWA	\$210.94
04/05	04/05	55263522ZN0K3BPPE	ADP PAYROLL & TAX S 973-974-7265 NJ	\$681.84
04/05	04/05	82305092Z000B35FQ	TRIBUTE STORE FLOWERS MIDDLETON WI	\$119.42

**INTEREST CHARGE CALCULATION**

Your Annual Percentage Rate (APR) is the annual interest rate on your account

Type of Balance	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Days in Billing Cycle	Interest Charge
Purchases	19.24% (v)	\$0.00	30	\$0.00
Cash Advances	22.74% (v)	\$0.00	30	\$0.00

(v) - variable

Account Number: XXXX XXXX XXXX

**Billing Questions:**

800-854-7642

**Send Billing Inquiries To:**

**SUMMARY OF ACCOUNT ACTIVITY**

Previous Balance	\$811.66
- Payments	\$811.66
- Other Credits	\$0.00
+ Purchases	\$3,457.88
+ Cash Advances	\$0.00
<b>+ Fees Charged</b>	<b>\$0.00</b>
<b>+ Interest Charged</b>	<b>\$0.00</b>
= New Balance	\$3,457.88

Account Number XXXX XXXX XXXX  
Credit Limit \$10,000.00  
Available Credit \$6,542.00  
Statement Closing Date April 9, 2023  
Days in Billing Cycle 30

**PAYMENT INFORMATION**

New Balance: \$3,457.88  
Minimum Payment Due: \$173.00  
**Payment Due Date: May 4, 2023**

**MESSAGES**

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**TRANSACTIONS**

An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
04/03	04/03	85421202X00XVGFBR	PAYMENT -THANK YOU	\$811.66-
03/14	03/14	75265862AGQDNRPVE	OTC BRANDS INC OMAHA NE	\$74.93
03/15	03/15	55432862B5V4R65YD	FOOD LION #0658 BERLIN MD	\$10.98
03/24	03/24	55506292KTAJ86KG4	OCEAN BREEZE 4106291200 MD	\$1,765.00
04/03	04/03	55432862X605NLW7S	IN 'D3CORP 410-2132400 MD	\$125.00
04/06	04/06	7541823304ZD8AN16	DNH*GODADDY.COM 480-5058855 AZ	\$400.30
04/06	04/06	752176931D3326NB7	FIDELITY POWER SYSTEMS 4107719400 MD	\$1,081.67

BANK OF OCEAN CITY  
PO BOX 2360  
OMAHA, NE 68103-2360

Account Number: XXXX XXXX XXXX  
New Balance: \$3,457.88  
Minimum Payment Due: \$173.00  
**Payment Due Date: May 4, 2023**

Amount Enclosed: \$



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TOWN OF BERLIN MD  
10 WILLIAMS ST  
BERLIN MD 21811-1233

Account Number: XXXX XXXX XXXX

**Billing Questions:**

800-854-7642

**Send Billing Inquiries To:**

**SUMMARY OF ACCOUNT ACTIVITY**

Previous Balance	\$408.36
- Payments	\$408.36
- Other Credits	\$21.10
+ Purchases	\$854.27
+ Cash Advances	\$0.00
<b>+ Fees Charged</b>	<b>\$0.00</b>
<b>+ Interest Charged</b>	<b>\$0.00</b>
= New Balance	\$833.17

Account Number XXXX XXXX XXXX  
Credit Limit \$1,500.00  
Available Credit \$666.00  
Statement Closing Date April 9, 2023  
Days in Billing Cycle 30

**PAYMENT INFORMATION**

New Balance: \$833.17  
Minimum Payment Due: \$42.00  
**Payment Due Date: May 4, 2023**

**MESSAGES**

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**TRANSACTIONS**

An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
03/14	03/14	55541862903R9ZL83	MOTION INDUSTRIES DE15 205-956- CREDIT	\$21.10-
04/03	04/03	85421202X00XVGFB	PAYMENT -THANK YOU	\$408.36-
03/10	03/11	5531020252DITY6W9	AMAZON.COM*HG7ZF4FV2 A AMZN.COM/BILL WA	\$26.99
03/15	03/15	62712912A0000GJPJ	VARCO 7036432505 VA	\$50.23
03/15	03/15	62712912A0000GJPS	VARCO 7036432505 VA	\$368.93
03/17	03/17	55309592Q60XWJHTG	CSM LUMENS LA PLATA MD	\$134.00
03/18	03/18	55432862D5VTL4V28	TFS*FISHER SCI RAR 800-766-7000 PA	\$3.86
03/22	03/22	55432862H5WX34ZH3	LOWES #02795" MILLSBORO DE	\$216.74
03/26	03/26	55432862M5XT3N1DE	AMAZON.COM*H76FH6S71 AMZN.COM/BILL WA	\$53.52

BANK OF OCEAN CITY  
PO BOX 2360  
OMAHA, NE 68103-2360

Account Number: XXXX XXXX XXXX  
New Balance: \$833.17  
Minimum Payment Due: \$42.00  
**Payment Due Date: May 4, 2023**

Amount Enclosed: \$



Make Check Payable to:

CARD SERVICES CENTER  
PO BOX 71205  
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TOWN OF BERLIN MD  
10 WILLIAMS ST  
BERLIN MD 21811-1233



Account Number: XXXX XXXX XXXX

**Billing Questions:**

800-854-7642

**Send Billing Inquiries To:**

**SUMMARY OF ACCOUNT ACTIVITY**

Previous Balance	\$3,381.97
- Payments	\$3,381.97
- Other Credits	\$0.00
+ Purchases	\$876.75
+ Cash Advances	\$0.00
<b>+ Fees Charged</b>	<b>\$0.00</b>
<b>+ Interest Charged</b>	<b>\$0.00</b>
= New Balance	\$876.75

Account Number XXXX XXXX XXXX  
Credit Limit \$5,000.00  
Available Credit \$4,123.00  
Statement Closing Date April 9, 2023  
Days in Billing Cycle 30

**PAYMENT INFORMATION**

New Balance: \$876.75  
Minimum Payment Due: \$44.00  
**Payment Due Date: May 4, 2023**

**MESSAGES**

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**TRANSACTIONS**

An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
04/03	04/03	85421202X00XVGFBR	PAYMENT -THANK YOU	\$3,381.97-
03/22	03/22	55263522JBLHSQX2S	HARBOR FREIGHT TOOLS34 BERLIN MD	\$261.98
03/23	03/23	85504992KS66DNSA5	DRIVEEZMDMPC 888-555-2222 MD	\$6.00
03/25	03/25	55432862L5XJHTQ2F	CARHARTT 877-335-4272 MI	\$349.77
03/27	03/27	75454912NS66EZ0WQ	ATSSA 540-3681701 VA	\$75.00
04/05	04/05	55432863060PMN7LM	AMZN MKTP US*HS4HY9D30 AMZN.COM/BILL WA	\$184.00

BANK OF OCEAN CITY  
PO BOX 2360  
OMAHA, NE 68103-2360

Account Number: XXXX XXXX XXXX  
New Balance: \$876.75  
Minimum Payment Due: \$44.00  
**Payment Due Date: May 4, 2023**

Amount Enclosed: \$



Make Check Payable to:

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