



BERLIN MAYOR AND COUNCIL

Meeting Agenda

Berlin Town Hall

10 William Street

Monday, February 27, 2023

6:00 PM WORK SESSION – Council Chambers

The Mayor and Council will meet to discuss a new multi-year plan for use of Local Impact Grant (LIG) funds.

1. Review Projected LIG Revenues for FY2024, FY2025, and FY2026
2. Discuss Prioritization of Projects

The Meeting is open for public attendance; public participation is at the discretion of the Mayor.

7:00 PM REGULAR SESSION – Council Chambers

1. Approval of the Minutes for:
 - a. Work Session of 2.13.2023
 - b. Regular Session of 2.13.2023
2. Recognition of Berlin Junior and Senior Little League Teams for Winning Maryland State Championship – Mayor Zack Tyndall
3. Proclamation 2023-01: Endo Warriors of the Eastern Shore – Mayor Zack Tyndall
4. Motion 2023-05: Authorize the Reassignment of Remaining ARPA Funds from the Branch Street Well 3 Replacement Project to Powellton Avenue Well 1 Project to replace the Well pump and motor – Water Resources Director Jamey Latchum and DBF Engineer Josh Taylor
5. Discussion: Town Event Rain Dates - Chamber of Commerce Executive Director Ryan Nellans
6. Additional Motions for Approval:
 - a. 2023-06: Request to change the name of the Berlin Beautification Committee to Berlin Horticultural Advisory Board – Mayor Zack Tyndall
 - b. 2023-07: Request to authorize a one-time increase in hours for Vacation Buy Back for Police Department – Police Chief Arnold Downing
7. Resolution 2023-01: Amend Tax Rate Review Policy – Finance Director Natalie Saleh
8. Announcement: Tax Rate Public Hearing Date – Mayor Zack Tyndall
9. Town of Berlin 2022 Annual Report and 2023 Goals – Mayor Zack Tyndall
10. Town Administrator's Report
11. Departmental Reports
12. Comments from the Council
13. Comments from the Mayor

14. Comments from the Public

15. Comments from the Press

16. Adjournment

To access the Meeting via Facebook, please click the blue Facebook icon at the top of any page on www.berlinmd.gov, or type @townofberlinmd in the Facebook search bar. QR code links to online packet. Anyone having questions about the meetings mentioned above or needing special accommodations should contact Town Administrator 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.





MEMO

TO: Council

FROM: Mayor Zack Tyndall

MEETING DATE: Wednesday, February 22, 2023

SUBJECT: LDC Multi-Year Planning Work Session

FINANCIAL PROJECTIONS:

The Town of Berlin projects the following LIG revenues:

FY2024	\$418,142
FY2025	\$458,284
FY2026	\$502,279

POTENTIAL PROJECTS:

During the Work Session on Monday, February 13th, the Mayor and Council discussed the following list of potential projects to include in the Town's new multi-year plan:

- LEOPS
- Community Center
- Buildings: Public Works, Town Hall
- Infrastructure: Streets, Enterprise Fund Capital Projects, Downtown Beautification, Entertainment Venue at Heron Park, Park/Playground Equipment
- Capital Reserve Funding for BFC/BFCEMS
- AED's
- Radios
- GIS



BERLIN MAYOR AND COUNCIL
Meeting Minutes
Work Session
Monday, February 13, 2023

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

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

Staff Present: Town Administrator Mary Bohlen, Town Attorney David Gaskill, Police Chief Arnold Downing, Finance Director Natalie Saleh, Human Resources Director Kelsey Jensen, and Administrative Assistant Kate Daub.

This meeting was also broadcast live via Facebook. Mayor Tyndall called the meeting to order at approximately 6:00 PM.

Mayor Tyndall explained the purpose of the Work Session is to discuss developing a multi-year plan for the Local Development Council (LDC) which he said is an advisory group that oversees the funding for the Town of Berlin's Local Impact Grant. He clarified that the grant money being referenced is funding the Town receives as a revenue share from Ocean Downs Casino. Mayor Tyndall provided a summary regarding the previous use of funds by saying the money was used to pay back the land acquisition and construction of the new Berlin Police Department; he said the project was paid back to the General Fund in September of 2022 thus, the Mayor and Council are in the process of determining a new plan for future use of the Local Impact Grant funds. Mayor Tyndall stated the Law Enforcement Officers Pension System (LEOPS) is being considered as a recipient of the funding, however, he clarified that the multi-year plan will incorporate other items the Mayor and Council would like to see as it relates to the entirety of funds received.

Human Resources Director Kelsey Jensen reviewed key points pertaining to the recent LEOPS study where the results were examined with Maryland State Retirement. She explained that the decision to enroll in LEOPS must be made by March 1, 2023; she said the Town must have a minimum of 60% of active officers currently on the payroll in favor of moving forward with LEOPS. Ms. Jensen confirmed there was a 100% favorable vote among officers. She stated once the Town is in the system, the decision is irrevocable which means all new hires must participate in LEOPS going forward. Ms. Jensen clarified that a written motion approving the enrollment will be needed then Maryland State Retirement would draft a resolution that must be approved by the Town of Berlin to participate. Following this approval, Ms. Jensen said Maryland State Retirement would meet with Town of Berlin representatives and police officers to review the system and finalize each officer's enrollment and the financial impact it will have. She reported that the difference in cost between the current retirement system and the cost of LEOPS would be an increase of \$230,000 if the Town were fully staffed with fourteen sworn officers enrolled. She made the Council aware that Maryland State Retirement sends their annual bills at the end of each year; so the Town would not receive a bill for LEOPS until December of 2024 if a motion to enroll for Fiscal Year 2024 was approved.

Vice President Burrell asked to confirm if the invoice due in December of 2024 would be the third line item listed as part of the chart Ms. Jensen provided in the meeting packet; Ms. Jensen said if the Town were to enroll in LEOPS for the Fiscal Year 2024 the cost would be \$339,000; she said the cost of \$103,000 is for sworn officers in the current system.

Councilmember Orris asked if there were intentions to expand the current police force to more than fourteen officers; Chief Downing said he would hope so. He added that the Town of Berlin had roughly 3,200 residents in 2020 which he said has increased to 5,000 residents within 4.2 square miles. Chief Downing said this increase in population affects the manpower and staff of the department.

Councilmember Knerr referenced Chief Downing's Staff Report which noted the department has officers out on medical leave; he asked how the transition into LEOPS would work for them. Chief Downing said they would have the same opportunities as the other officers moving forward and could instantly take advantage of the program. Ms. Jensen added that officers must be active members of the new system for one month before being eligible to retire, meaning they could retire in August 2023 if enrollment was approved for FY 2024. Mayor Tyndall clarified that LEOPS is not an eligibility-based retirement system after one month; he said eligibility is based on years of service equaling the threshold within the new retirement system.

Vice President Burrell asked how many current officers would qualify for retirement if entered in LEOPS; Chief Downing said any officer that is 50 years old or any officer that has 25 years of service; he said he believes four or five officers would be eligible. He continued by saying in looking at the ages of the individuals that would retire in the current system, health becomes a factor to consider; he added the rate of insurance will be higher based on the age of the group. Vice President Burrell said he believed he read the current average age of the department is 47 years old; Chief Downing confirmed.

Mayor Tyndall directed Council's attention to the financial overview included in the meeting packet that depicted the fiscal impact LEOPS would have on the Town based on the findings of the LEOPS study. He said the projections over a three-year span range from \$236,000 in Fiscal Year 2024 to approximately \$246,000 in Fiscal Year 2026. During the same periods, Mayor Tyndall explained the Town projected \$418,000 in casino revenues for FY24, \$458,000 in FY25, and \$502,000 in FY26; he said there is a residual amount that can be allocated which is why a discussion is needed regarding what funds should be used for the potential of entering LEOPS. Mayor Tyndall emphasized the time frame to which a decision is needed and said he would like for the Council to act on that during the Regular Session meeting. He continued by saying the reason for the Work Session is to focus on how the Town will find a way to pay for LEOPS; he said a source of funding that has been discussed by the Council is allocating casino revenues. He acknowledged that casino revenues can be cyclical and fluctuate which is a concern, adding that he believes it would be beneficial to establish a Stabilization Fund as a result. He explained that the Town could allocate \$300,000 into the fund which would help to absorb any changes in revenue in the event additional costs for LEOPS are needed.

Councilmember Orris referred to the Stabilization Fund and reminded Council of the one million dollars that has been earmarked for Town Hall, Public Works, and Capital projects; he suggested that the Council consider unassigning those funds and then reassigning \$300,000 of that to the Stabilization Fund. He said he feels it would be a logical step to address the current funding that is needed.

Councilmember Knerr presented a table he created that included a ten-year plan for using LDC funds. He explained that he estimated the revenues that would be coming in and highlighted various projects that would benefit from the use of funds. He said he does not want to see LEOPS paid for from casino funding in perpetuity, adding he thinks it becomes a payroll issue and should be built into the police budget; he clarified that he included three years' worth of revenue to help assist in paying for it. Councilmember Knerr stressed that there are several other important and costly projects the funding from the grant could help support and he does not want to see LEOPS funding tied up to one specific source.

Councilmember Green provided a reminder that the LDC has shown resistance on whether the grant funding can be used to support LEOPS; he said he agrees that LEOPS needs to be budgeted as a General

Fund expense. He said he believes Councilmember Knerr developed a good plan and said he supports the diversified approach; he added the diminished concept would allow Council to matriculate the impact of funding over time and allocate funds for various uses.

Vice President Burrell emphasized that he believes LEOPS would be a commitment to the community; he added that he supports a diversified approach and said LEOPS should become an expenditure associated with staffing and the General Fund. He said he does not believe that casino funds should be used in perpetuity for this endeavor, and he is concerned with the time frame for entering LEOPS, however, he said he supports the use of casino funds if it would allow the Town to enter the system as soon as possible.

Councilmember Orris thanked Councilmember Knerr for the table; he said he believes it is beneficial to look into what has been proposed, but he shared his concern with the staggered approach and turning funding over to the General Fund. He continued by saying he liked the diversity of the plan.

Councilmember Nichols said it was reported there is currently a small number of funds leftover from the new Police Department project; she asked to confirm the amount. Mayor Tyndall said he believed roughly \$400,000 remained but said there should be enough money in the residual or leftover amount from Local Impact Grant Funds by the end of this fiscal year to cover the \$300,000 that is proposed from the Stabilization Fund pending LDC approval or agreement. Councilmember Nichols asked if the balance from the Police Department project could be reallocated to the Stabilization Fund given that the debt was fulfilled; Town Attorney David Gaskill stated the LDC is an advisory committee that does not have the authority to dictate how the Council spends money; he added the rules governing how it can be spent are defined in legislation. Mr. Gaskill said it is important to note there has been pushback from the LDC, however, he said there is no supporting documentation that shows that funding for LEOPS would not be an applicable use of grant funds. Councilmember Nichols continued by saying she believed the Stabilization Fund was a good place to start but said she feared that three years would not be long enough to transition funding to the General Fund; she said she felt that Town of Berlin citizens would be resistant if it resulted in tax increases.

Vice President Burrell said he believes the list Councilmember Knerr developed is an inclusive list, but he said there are other items he believes should be added such as the map of utilities in the Town of Berlin. He said he would also give some consideration to funding the Berlin Fire Company and Berlin Fire Company EMS.

Councilmember Orris said the LDC funding is pivotal regarding how it pertains to the development of a multi-year plan; he asked how many years the LDC is looking for as part of a multi-year plan. Mayor Tyndall said the LDC did not define multi-year in the memo, however, he said he believed it would be applicable over the span of three fiscal years. Councilmember Orris said he would like to add Stormwater to the multi-year plan list going forward; he asked if it would be possible to ask for a representative from the LDC to attend the next Work Session. Mayor Tyndall said Council is aware of the LDC's position, adding the goal is to have another subsequent Work Session on February 27, 2023, and put the developed plan that comes from the session on a Regular Session Meeting agenda.

Councilmember Green said he is uncomfortable approving a Motion to enroll in LEOPS without knowing exactly how it will be paid for; he acknowledged that he would support the motion but said he feels it would be responsible for Council to have a philosophical approach to how it will be funded.

Finance Director Natalie Saleh said the purpose of the Work Session was to determine whether the Council agreed to enter LEOPS and to take advantage of the full Local Impact Grant for Fiscal Year 2023 and allocate \$300,000 into a LEOPS reserve fund. Going forward, Ms. Saleh said she would recommend setting aside a fixed amount each year from the Impact Grant to create an expenditure report that is presented

to the LDC for approval as part of the multi-year plan that highlights various projects to be supported by the funding. Mayor Tyndall said the Town will need to show a multi-year plan because the LDC has been firm on the fact that an established plan must be in place to reallocate other funds.

Councilmember Orris said it would be logical to take the earmarked capital and make it the Reserve Fund; Ms. Saleh said she would recommend making it Plan B.

Vice President Burrell asked if the current payroll with vacancies noted on the sheet provided is only for the Police Department; Ms. Jensen confirmed that it was and said it includes fourteen sworn officers. Ms. Saleh emphasized the number listed in the chart is a projection.

Mayor Tyndall asked if Council felt comfortable moving into an open session with the understanding that there are several possible options to fund LEOPS; Councilmember Green said new capital fees began in September following the Southeast Rural Community Assistance Project (SERCAP) Study performed by Jean Holloway; he asked if there were a way to find out what the dollar amount is and replace it with casino impact funds. Mayor Tyndall clarified by asking if it would be possible to use Local Impact Grant funds for an Enterprise Fund; Ms. Saleh said she is not certain, but she believes Local Impact Grant must stay in the General Fund.

Councilmember Knerr said the Police Officers that have proudly served the Town deserve a round of applause.

Mayor Tyndall commented on Councilmember Orris's previous request for improved communications at events; he said it would cost roughly \$140,000 for twenty radios.

Mayor Tyndall closed the Work Session at approximately 7:00 PM.

Respectfully Submitted,

Kate Daub

Kate Daub
Administrative Assistant



BERLIN MAYOR AND COUNCIL
Meeting Minutes
Monday, February 13, 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, Finance Director Natalie Saleh, Electric Utility Director Tim Lawrence, Police Chief Arnold Downing, Public Works Director Jimmy Charles, Water Resources Director Jamey Latchum, Town Attorney David Gaskill, Human Resources Director Kelsey Jensen, and Administrative Assistant Kate Daub.

Staff Absent: Economic and Community Development Director Ivy Wells.

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.

Mayor Tyndall asked for consent from the Council to make a change to the meeting agenda; he requested to move agenda item 4B to agenda item 2 given the audience present at the meeting. The Council did not have any objection.

1. Approval of the Minutes for:

a. Executive Session of 1.23.2023:

On the motion of Councilmember Knerr, second by Councilmember Green, the Executive Session Minutes of 1.23.2023 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. Statement of Closure for Executive Session of 1.23.23:

Mayor Tyndall read the Closed Session Summary Statement of 1.23.23. He noted an error in the date listed in line 1a; he said the year should be written as 2023, not 2022.

c. Regular Session Minutes of 1.23.23:

On the motion of Councilmember Orris, second by Vice President Burrell, the Regular Session Minutes of 1.23.2023 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				

2. Motion 2023-04: Enroll in the Law Enforcement Officers Pension System (LEOPS)

Mayor Tyndall read Motion 2023-04; he stated the Mayor and Council recognize the unique career challenges of law enforcement officers and understand that adding the LEOPS benefit will have a positive impact on public safety within the Town of Berlin and in the lives of the officers of the Town.

Vice President Burrell said he would feel honored to make a recommendation to approve the motion.

On the motion of Vice President Burrell, second by Councilmember Knerr, Motion 2023-04: Enroll in the Law Enforcement Officers Pension System (LEOPS) 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				

Mayor Tyndall added that he felt the motion is one that should have been made a long time ago. Chief of Police Arnold Downing said the community support behind the motion transcends beyond the night; he said it is one of the most important things that has happened over two decades.

3. Announcement: Caleb Hunter, Lineman Apprentice Program Completion

Mayor Tyndall said Caleb Hunter, a staff member with the Town of Berlin Electric Utility Department, is the first employee in Town history to graduate from a four-year Lineman Training Program; Mayor Tyndall turned the announcement over to Electric Utility Director Tim Lawrence. Mr. Lawrence shared that Mr. Hunter started working for the Town in 2018, at which time he enrolled in the lineman training program. Mr. Lawrence explained the program is four years long and over eight thousand hours of on-the-job training is required; he emphasized a significant amount of testing and training goes into becoming a certified lineman.

Mayor Tyndall added that it is important to understand the context of work and training that goes into the lineman position; he thanked Mr. Hunter and all members of the Electric Utility Department for the work they do.

4. Presentation: Speed Cameras – RedSpeed USA

Mr. Kurt Zanelotti and Mr. Erwin Lanier were present on behalf of RedSpeed USA. Mr. Zanelotti stated automatic traffic controls have become very effective because they are being utilized as a law enforcement multiplier. He explained that RedSpeed camera technology uses 3D object tracking radar detection which is an above-ground noninvasive detection method with lane-specific identification and speed triggers that record accurate speeds. Mr. Zanelotti said Maryland State Law currently requires all speed zones to be installed within a half mile of a school; he said the law also states a vehicle must be traveling twelve miles an hour or more during the hours of 6:00 AM and 8:00 PM in the designated zone to get a ticket. He clarified the equipment runs at all times; however, he added that violations would only be issued during certain hours. He said their equipment differs from other vendors in that they use a unique video-based system designed to maximize red light and speed violations to capture and enhance public safety through its platform;

he added that the use of their license plate recognition system leverages existing camera photo enforcement hardware and scans all vehicle plates that pass by the lane specific video cameras field of view.

Mr. Zanelotti continued by saying RedSpeed USA contracts are fee-based; he explained that a \$.99 fee is charged each time a violation comes through. He added that once a ticket goes out, RedSpeed on average charges \$6 per ticket, however, the total cost of the ticket violation is \$40 which is the most that can be charged in the state of Maryland. Mr. Zanelotti confirmed all ticket processing including issuing of fines and collections is handled by the vendor; he stated that an officer of the municipality would be responsible for reviewing the violations and approving them. He clarified that RedSpeed uses a sixty-forty ratio meaning the municipality receives 60% of the revenue and RedSpeed receives 40%.

Chief Downing asked how much the equipment would cost the Town; Mr. Zanelotti explained that an assessment would be done to determine effective locations for camera placement. He said a report would be generated following a three-day study to review the data and projections of the areas in which cameras are placed; he said there is no cost for the assessment and study.

Mayor Tyndall asked if the cameras could monitor two lanes of traffic going in different directions; Mr. Zanelotti said cameras would have to be placed on each side to capture traffic in both directions.

Councilmember Knerr asked to confirm the size of the cameras; Mr. Zanelotti said the cameras are small and are placed in a stainless steel box the size of a utility box on the side of the road to prevent vandalization. Councilmember Knerr asked if the cameras would be capable of reading a license plate that is obscured; Mr. Zanelotti clarified that the cameras do not use a flash and should be able to detect plates that do not have a reflective coating. Mr. Lanier continued by saying that a flash is no longer used because it alarms people which becomes a safety concern.

Vice President Burrell asked what some of the core challenges of the cameras are and how they are calibrated; Mr. Lanier said State Highway Association requires the cameras to be calibrated by an outside company once a year, however, he added that the system calibrates itself daily.

Councilmember Orris asked if he understood it correctly in that each camera was \$2,500 a month; Mr. Zanelotti clarified that amount is what he believes other vendors charge. He confirmed that RedSpeed takes out their ticketing revenue monthly based on the number of violations issued during that time and the remaining revenue is issued to the Town. He emphasized there is no cost to the Town for installation. Councilmember Orris asked if there were a charge for the study; Mr. Zanelotti said there was not. Councilmember Orris asked what type of infrastructure is needed for the boxes; Mr. Zanelotti confirmed power and some type of internet are needed. He added that State Highway Association approval is also needed for camera placement.

Councilmember Green asked Chief Downing if he felt a License Plate Recognition System (LPR) would be something of interest; Chief Downing said the location would have to be looked at as it has to be a well-traveled road for it to be beneficial in that zone.

Councilmember Orris asked if there was a status on the proposal for the new Buckingham School; Ms. Bohlen answered that a proposal for the project had been made and she confirmed the Town has not been approached with any plans. Councilmember Nichols referred to the half-mile radius of a school zone and asked if it included childcare or daycare facilities; Mr. Zanelotti said he believes it includes any type of learning facility or head-start program.

Ms. Bohlen asked to confirm whether it would be possible to piggyback off an existing contract already in process in the event the Town opts to move forward; Mr. Lanier confirmed.

Councilmember Orris asked to clarify the times the cameras would be operational; Mr. Zanelotti answered the cameras do not stop running, however, he confirmed violations would be recorded during the hours of 6:00 AM to 8:00 PM Monday through Friday. Councilmember Orris asked if it included the times of year school is not in session; Mr. Zanelotti answered it is enforceable all year long. Mr. Lanier added that RedSpeed provides training for the Police Department on how to use the system to which reports are generated. Mr. Zanelotti said that the Police Department can also be provided with handheld cameras as an additional way to generate potential speed violations.

5. Approvals:

a. Special Sunday Permit American Legion Post 123 – Sunday, February 26, 2023:

Mayor Tyndall said he received a phone call from Mr. Vince Holloway with Boggs-Disharoon American Legion Post 123 requesting a Special Permit for an event to celebrate a friend returning home from boot camp on February 26, 2023. Councilmember Orris asked if the event was the same event requested at the same time last year to which a discussion was had about not meeting the thirty-day time period for request; Mayor Tyndall said he does not believe it was the same event. Ms. Bohlen confirmed the permit was delivered to Town Hall on Friday, February 11th; she clarified the event would not be held at a Town facility or location.

On the motion of Councilmember Knerr, second by Councilmember Orris, the Special Sunday Permit Application for Sunday, February 26, 2023, requested by Boggs-Disharoon American Legion Post 123 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. Release of Warranty on Berlin Street Resurfacing:

Ms. Bohlen made Council aware that a copy of the Release of Warranty on the Berlin Street Resurfacing Project was included in the meeting packet in addition to a letter from DBF Engineering recommending the release. She explained the work has been completed and that there are no outstanding issues concerning the project.

On the motion of Vice President Burrell, second by Councilmember Orris, the Release of Warranty on the Berlin Street Resurfacing Project 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				

Voting Tally	5				
--------------	---	--	--	--	--

6. PJM Quarterly Report

Mr. Lawrence began his reporting by stating for October 2022 through December 2022, the energy sold energy was 11,042.250. He said the American Municipal Power (AMP) bill was \$338,434 and the PJM charges were \$461,189. He added that the PJM APR Credit was \$53,002, the Fuel, Lube, and other additional costs such as the Power Plant amounted to \$17,437 and the total power cost was \$729,184. Mr. Lawrence compared the data to the previous quarter and highlighted that the average cost per kilowatt hour (kWh) had decreased.

7. General and Enterprise Funds Quarterly Review: Second Quarter FY2023

Ms. Saleh provided a detailed overview of the second quarter financial report. She reminded Council that the General Fund is the main fund that operates on revenues coming from property taxes and intergovernmental taxes. She stated the Town of Berlin has contributed revenue derived primarily from taxes, grants, licenses, and permit fees. Ms. Saleh clarified that the report covers the financial highlights for a three-month period which includes data from October 1st to December 31st, 2022; She explained that the Town is at 41% to be collected of all revenues by the end of Fiscal Year 23; Ms. Saleh emphasized this is a good mark. She confirmed the Town is currently at \$5.3 million of the \$9 million amount budgeted for the fiscal year.

She continued with her report by reviewing the suggested comparison with the prior year Fiscal 22 six-months versus Fiscal year 23 six-months for the General Fund balances; she explained that the non-spendable amount which is the amount due from the stormwater and the sewer funds has not changed, however, she said she is hopeful that the number will decrease by the end of Fiscal Year 23. Councilmember Knerr asked Ms. Saleh how much is left in the unallocated American Rescue Plans Act (ARPA) Funds; she said all funds have been allocated but she added there is a certain amount left concerning stormwater that has not been dedicated to a specific project. Councilmember Knerr asked if the funds could be reallocated if the projects end up costing less; Ms. Saleh said yes.

Ms. Saleh stated the Town is on a very good path concerning the Electric Fund. She explained that the Town has regained 60% of its revenue and 60% of its expenditures; she stated the Electric Fund is at a \$98,000 surplus over the course of a six-month period. Ms. Saleh said there is a slight delay in the reported revenue for the Water Fund; she noted the special connection fees are a bit behind, however, she said the water and service charges at the six-month mark are where they should be. She continued by saying the capital outlay for the Sewer Fund is a little behind but added the revenues and expenditures are on a good path. Ms. Saleh added that the larger invoices have been paid and will be listed as part of the third quarter actual inventory; she stressed that a few ongoing projects will likely be budgeted for April 2024.

Councilmember Orris acknowledged how helpful he finds Ms. Saleh's reports and graphs to be; he asked if the link to the report on the Town's website could be added to the Berlin Bulletin. Ms. Saleh confirmed it would be possible and added that she can provide hard copies of the information upon request.

8. Town of Berlin 2022 Annual Report and 2023 Goals

Mayor Tyndall said the agenda item will be pushed to the next Council meeting on February 27, 2023, as the report was lengthier than anticipated; he said he wants to be sure all the information is together before being presented and published.

9. Discussion:

a. Fiscal Year 2024 Worcester County Grant Request

Mayor Tyndall said he met with the Worcester County Commissioner's office to review funding and gets the sense that the funding the Town is set to receive next year will not increase. He reviewed a draft letter he authored with the Council as he said it included a breakdown of items that would be supported by the funding received. He highlighted that items were carried over from the previous year concerning the Rails to Trails program and the Flower Street Roundabout project.

Councilmember Nichols asked when the Flower Street project was decided upon as an actual endeavor of the Council; Mayor Tyndall said it was in the draft capital plan and a request was sent to the Commissioner's office prior to that. Councilmember Nichols expressed her uncertainty regarding the effectiveness of a roundabout on Flower Street to address speeding concerns; Vice President Burrell shared the concerns. Following a lengthy discussion, Council agreed to strike the word roundabout from the letter and replace it with traffic mitigation on Flower Street to address speed and improve safety within the neighborhood.

b. 2023 Maryland Department of Transportation (MDOT) Consolidated Transportation Program (CTP) Request

Mayor Tyndall reviewed the draft letter he prepared regarding the request. He explained the projects he incorporated as part of the letter, which he said included the addition of sidewalks on Old Ocean City Boulevard, sidewalks from MD-818 Main Street to Route 377 William Street, and a roundabout at the intersection of MD-818 and Route 377. Councilmember Knerr and Councilmember Orris suggested requesting a four-way stop as opposed to a roundabout; Chief Downing said he does not believe the State would allow a four-way stop. Mayor Tyndall continued with his review by saying the letter also includes crosswalks at Route 818, Route 374, Route 376, Route 377, and Route 346.

Councilmember Green asked if the items listed in the letter were ranked by priority; Mayor Tyndall said no, adding he was not asked to rank the projects by priority.

Councilmember Orris asked when Mayor Tyndall received the requests for the County Grant Request and the CTP Request; Mayor Tyndall said he could not recall an exact date, but said he believes it was about a month ago.

Councilmember Knerr asked if it were possible to include bringing the manholes up to grade; Mayor Tyndall said he believes that was part of the construction project. Water Resources Director Jamey Latchum said there were several issues with the manholes during the project that were ignored. Mayor Tyndall asked if a meeting can be scheduled with State Highway to address it; Mr. Latchum said a meeting is scheduled to occur in the next few weeks.

10. Town Administrator's Report

Ms. Bohlen made Council aware that focus groups are scheduled for staff on Thursday, February 16th, and Friday, February 17th as part of the Wage and Compensation Study; she added all employees have been strongly encouraged to attend. She said she will be out of the office from February 21st through February 24th and will return on February 27th.

11. Departmental Reports

a. Planning Director – Dave Englehart

Mr. Englehart began his report by stating the department issued one excavation permit to redo the entrance of Dunkin Donuts at the Food Lion Plaza; he said an additional lane will be added to make the entrance wider in hopes of alleviating the traffic problem in the area. He said one new single-family dwelling permit was issued on Flower Street. He explained the Board of Zoning Appeals met

on Wednesday, February 8th, and gave a special parking exception for the new building at 19 Gay Street; he stated the size of the parking spots will be reduced to eighteen feet long instead of twenty feet. Mr. Englehart clarified that the new building at the location has yet to be approved because of design concerns regarding the property. He said there have been issues involving unapproved construction at Tiki Tim's behind The Globe restaurant; he added a motion was passed that required the owners of the property to remove the latest construction. He continued his report by stating there were fourteen different Short-Term Rental applications submitted and eight were applicable to the ordinance; he said inspections have been completed on all properties except for two, however, he said the remaining inspections should be done within the week.

Councilmember Green asked if the timeline issued to Tiki Tim's to remove the unapproved construction was ten consecutive days or ten calendar days; he asked if a fine had been issued. Mr. Englehart said he gave them the benefit of the doubt because the ordinance does not specify calendar days or business days; he added the Historic Chapter notes that the fine cannot be less than \$25 nor more than \$400 but he said the Commission asked for \$400 to show how seriously they took the matter.

Councilmember Knerr asked if any plans have been submitted for the new brewery on Harrison Avenue; Mr. Englehart said he met with the new owners of the building and he has talked to their contractor, but he said he has not seen any plans.

Councilmember Orris asked if there are written guidelines or a code in place that the Planning Commission and Historic District Commission follow; Mr. Englehart said the Planning Commission began working on a document several years ago, but one was never completed. He added a lot of work has been done to create one, however, he said it has never been finished.

b. Electric Utility Director – Tim Lawrence

Mr. Lawrence said his department installed a new commercial service at Sunset Lakes. He said a new electric pedestal was installed on North Main Street at Sterling Tavern and a new transformer was installed at Purnell Crossing North to energize twelve new townhomes. He added that prep work has been done for the UV Charging Stations at the Commerce Street Parking Lot and tree-trimming was performed at the DPL Tie Point which he said is on the back side of the Schoolfield Street Substation.

c. Police Chief – Arnold Downing

Chief Downing said the department has been working on mental health in various ways; he stated that he is looking at getting one officer into PRICE (Protecting Rights in a Caring Environment), which he said is intervention training as an officer. He added that the department has been working with the Berlin Mental and Behavioral Health group at the Atlantic General Health System to review care and successes in mental health. Chief Downing reported there have been several grant opportunities in the past week; he said one opportunity is in reference to holster body cameras that activate when a weapon is drawn. He said they are also looking at new Complaint Software which is mandated by the State; he said the software would track all complaints and assist the department in generating the data. Ms. Bohlen said the Town often receives calls on this type of software and she asked if it is only for police or if can it be applied to general municipal concerns; Chief Downing said the software he reported on is called IA Pro and refers to internal investigations, however, he said there are different platforms applicable to different businesses. Mayor Tyndall asked if the reporting of the data stays with the officer and jurisdiction; Chief Downing explained that information is passed over to the State and he is looking at the agency being obligated to provide any discipline records of an individual if he or she leaves one department and goes to another.

Councilmember Knerr asked what the current process is for receiving a complaint; Chief Downing said a complaint can be filed by phone, email, and in person.

Vice President Burrell asked what scrutiny the complainer could be under; Chief Downing said a full investigation would be done which takes all factors into consideration when reviewing a complaint. Vice President Burrell asked what a holster trigger is; Chief Downing said it allows an officer to draw a weapon and not have to worry about turning the camera on to capture the incident.

d. Finance Director - Natalie Saleh

Ms. Saleh stated that her department has compiled the Capital Project design items for the General Fund. She said they reviewed multiple DBF invoices to be processed, and they continue to work on the Smart Metering project planning and the upcoming Tyler integration in addition to processing 1099s. She said the department continues to work on check processing and credit card payments and processing Electric Rate Study paperwork and necessary reports for evaluation.

e. Water Resources Director – Jamey Latchum

Mr. Latchum said the department has continued with meter reads and rereads. He said a new water service was installed on South Main Street and he met with State Highway regarding other Town projects. He added that five employees attended the First Amendment Training through Local Government Insurance Trust (LGIT); he said he would like to coordinate training for others in his department that did not attend. Mr. Latchum said the 346 Lift Station lost power and would not transfer back to regular power. He said the issue was caused by a bad circuit board in the transfer switch that needed to be replaced; he stated it is now operating normally. He said two SBR discharge valves failed at the treatment plant and the replacements are on order, however, he said they have not arrived; he added the SBR is operating manually at this time. He said they continue to troubleshoot tripped breakers at the treatment plant and replaced a cable to the north digester mixer. Mr. Latchum closed his report stating they received 99% of the meters as part of the Smart Metering project and are ready to get the installation out to bid. He said the department is hoping to work out details regarding GIS locating to pinpoint the meters quicker.

Councilmember Knerr asked if the First Amendment Audit training relates to auditors filming the department and staff in public; Mr. Latchum confirmed. Ms. Jensen added that internal training was held for all staff in December but said she intends to ask LGIT to hold additional training in the future. Councilmember Knerr asked if the Town has yet to experience an incident; Ms. Jensen said no, adding there were roughly thirteen municipalities that reported incidents at a recent Maryland Clerks Association Meeting.

f. Public Works Director – Jimmy Charles

Mr. Charles reported that department crews have been filling potholes and adding millings as needed to the shoulders throughout Town streets. He said there have been several vehicles that hit street sign poles causing damage to the pole; he said the poles have been replaced. Mr. Charles reported that concrete work has been done on Commerce Street and said new garden soil and planting will be added in the coming weeks. He continued by reporting that Public Works had a safety instructor come onsite to provide Occupational Safety and Health Administration (OHSA)-related training on storage procedures and safety in handling hazardous materials. Mr. Charles said trash and recycling service has been going smoothly; he acknowledged all Public Works crews for their hard work and dedication to customer service.

Mayor Tyndall asked to clarify that it is not Town vehicles hitting the street poles; Mr. Charles confirmed it was not.

Vice President Burrell asked who is responsible for cleaning the streets following a car accident; Chief Downing said the tow company should clean the roads. Vice President Burrell said the company did a poor job after the accident on Flower Street adding there is debris and glass everywhere. Mr. Charles said he would see if his crew can help in the area.

g. Human Resources Director – Kelsey Jensen

Ms. Jensen reported that she has continued to work on the FY24 budget and said she will be meeting with Ms. Saleh on February 24, 2023, to enter the numbers in Tyler for Council to incorporate into the budget. She stated she met with Chris Carroll for a healthcare pre-renewal meeting; she explained they will meet again on March 10th, however, she said she was warned that an increase should be expected. Ms. Jensen continued by saying that the Town is still hiring for vacant positions.

h. Administrative Assistant – Kate Daub

Ms. Daub made Council aware that several slides in the PowerPoint were not shared during the Speed Camera presentation; she said she would email the information to the Mayor and Council for review.

12. Comments from the Council

Vice President Burrell asked if it were possible to assign or reserve parking spaces for a certain amount of time for people visiting the offices downtown; he emphasized he is not referring to retail stores. Mayor Tyndall said it may be hard to differentiate where visitors are going, but added it is something they can look at. Ms. Bohlen said Main Street is a state highway and does not believe it would be possible to adjust parking along the street. Mayor Tyndall said the topic of adding handicapped spaces to the Commerce Street lot was discussed and suggested they explore the option to add more.

Councilmember Nichols said the approval of LEOPS and the accomplishment of Mr. Hunter were a long time coming and said it was nice to see them happen in conjunction with each other.

Councilmember Green said he spoke with the family that was victimized in the armed home invasion last summer and they wanted to make sure the approval of LEOPS remained a priority; he said he feels the approval by Council is a monumental moment.

13. Comments from the Mayor

Mayor Tyndall said he wanted to recognize members of the Berlin Fire Company that received service citations for their volunteerism and service to the community; he acknowledged Ronald and Ryan Shneck and Adam Tinnell for 20 years of service, Bill Tilghman and Craig Hastings for 30 years of service, Ron Eckman for 35 years of service and Phil Simpson for 40 years of service.

14. Comment from the Public

Resident Mary Hedlesky asked if Town committees report to a council member; Mayor Tyndall answered that each Board, Commission, or Committee has a staff liaison that is assigned to help with administrative duties as necessary. Ms. Hedlesky asked to confirm that there is not a council member in charge; Mayor Tyndall said no, he added that the scope of many of the Boards is framed out in the Town code and charter.

Ms. Hedlesky commented on buildings currently located in the Town's Historic District; she said she does not believe there is anything Historic-looking about them and asked if there are certain guidelines that must be followed. Mr. Englehart said there is a chapter on Historic preservation, however, he said the language in the chapter is not specific. He explained the language is complimentary and open to interpretation by the commission.

15. Comments from the Press – none.

16. Adjournment:

On the motion of Vice President Burrell, second by Councilmember Knerr, the Mayor, and Council meeting was adjourned at approximately 9:36 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



MOTION OF THE MAYOR AND COUNCIL 2023-05

A Motion of the Mayor and Council of the Town of Berlin to AUTHORIZE THE REASSIGNMENT OF REMAINING ARPA FUNDS FROM THE BRANCH STREET WELL #3 REPLACEMENT PROJECT TO POWELLTON AVENUE WELL #1 PROJECT TO REPLACE THE WELL PUMP AND MOTOR.

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: Jamey Latchum *IL*

MEETING DATE: February 22, 2023

SUBJECT: Reassignment of remaining ARPA Funds from Branch Street Well #3 Replacement Project to Powellton Avenue Well # 1 Motor/Pump Replacement Project.

SUMMARY

Powellton Avenue Well # 1 motor and pump were installed in 1992 and had been declining in performance. The pump is losing the volume of the water and utilizing more energy to operate. Repairing the pump will require extensive labor hours and funding. It will need to be cut in sections to be removed. To pass future inspections, the motor and pump will have to be rebuilt in the entirety. The department is proposing to remove the old motor and pump and install a new submersible motor/pump system with piping and upgrade the electrical service.

FINANCIAL IMPACT

FY 2023 budgeted Water Fund Capital Projects:

Branch Street Well #3 Replacement Project	\$350,000 (ARPA Grant Funded)
The project ARPA Grant Funds Utilized	(\$323,000)
	=====
ARPA Funds Remaining	\$27,000

OPTIONS FOR CONSIDERATION

Authorize the reassignment of remaining ARPA Grant Funding in the amount of **\$27,000** from Branch Street Well #3 to fund the replacement of Powellton Avenue Well #1 pump and motor system.

Additional funds will be assigned:

- | | |
|---|-----------------|
| - Water Fund equipment maintenance | \$15,000 |
| - Water Fund Capital Outlay account (budgeted for valves replacement) | \$35,000 |
| | ===== |

The estimated cost of the Powellton Avenue Well #1 Project is	\$77,000
---	-----------------

STAFF RECOMMENDATION

To proceed with the project to replace the motor/pump of Powellton Avenue Well #1.



A.C. Schultes of Delaware, Inc.

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

February 22, 2023

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

RE: WELL #1
ACSD QUOTE JO#893-R

Dear Mr. Latchum:

Per our recent conversation, A.C. SCHULTES OF DELAWARE, INC. is pleased to quote you on mechanical redevelopment, installation of a new submersible system and upgrading the electrical service for Well #1 including the following:

- Install 12" wire brush and wire brush entire casing and screen to remove any iron or scale buildup
- Airlift well to remove materials dislodged during wire brushing
- Install high velocity jetting tool and submersible pump
- High velocity jet entire screened area to loosen and remove additional iron or silt build up on screens and gravel pack
- Remove jetting tool and install 12" swab
- Swab and airlift screen
- Remove swab and install new submersible pump system including:
 - One (1) FloWise 8RC 2-stage submersible pump (COS = 1100 gpm @ 180' TDH)
 - One (1) SME 60 hp, 460 volt, 3-phase submersible motor
 - 60' of 8" CertaLok sch 80 drop pipe

- Two (2) 8" stainless steel thread x groove stainless steel adapters
- One (1) 8" groove x groove stainless steel in-line check valve
- Two (2) 8" CertaLok couplings
- 75' of 2/3 double jacketed cable with ground
- One (1) heavy duty splice kit
- ½" poly m-scope line for taking water level readings
- 3/16" stainless steel safety cable with clamps
- Modify existing head to for submersible unit
- Perform one (1) hour post redevelopment test to determine flow capabilities
- Install new 75 KVA transformer & remove existing 240V feed to control panel
- Install new 100A 480V disconnect
- Reprogram existing soft starter for submersible unit

TOTAL COST TO PERFORM THE ABOVE SUBJECT WORK. \$76,676.00

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

Respectfully,

A.C. SCHULTES OF DELAWARE, INC.

Jory Oursler

Jory Oursler
President

JO\bh

AUTHORIZATION TO PROCEED

I, _____, representing _____

hereby authorize A.C. SCHULTES OF DELAWARE, INC. to proceed with the scope of
work as described in their proposal dated, February 22, 2023.

Signed: _____ Date: _____

Printed: _____ Witnessed: _____

PO # _____ E-Mail for Invoicing: _____

ACSD QUOTE JO#893-R

TAX EXEMPTION CERTIFICATE #



MOTION OF THE MAYOR AND COUNCIL 2023-06

A Motion of the Mayor and Council of the Town of Berlin to AUTHORIZE THE NAME CHANGE FROM BERLIN BEAUTIFICATION COMMITTEE TO BERLIN HORTICULTURAL ADVISORY COMMITTEE.

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



MOTION OF THE MAYOR AND COUNCIL 2023-07

A Motion of the Mayor and Council of the Town of Berlin to AUTHORIZE A ONE-TIME INCREASE OF THE VACATION BUYBACK HOURS FROM 60 HOURS TO 100 HOURS FOR ALL EMPLOYEES OF THE BERLIN POLICE DEPARTMENT.

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: Chief Arnold R. Downing

MEETING DATE: February 27, 2021

SUBJECT: Vacation Buyback (Increase 60 hrs to 100 hrs)

SUMMARY

During the FY23 budget process and during the Berlin Police Department officer retention review, the increase of the vacation buyback amounts from 60 hrs to 100 hrs were discussed. The reasoning for the suggestion was to reduce lost time to employees retaining more than 240 hrs, save on overtime when staff takes vacation (covering staff receives overtime), and the Town of Berlin pays out at 80% of the value of the time. Most if not all of the staff have been restricted on taking leave and have been strongly requested to work overtime.

FINANCIAL IMPACT

Possible payouts of 80% of the officer's salary versus 150% of a covering officer.
The additional 40 hours in the buyback would cost approximately \$7,800.
The additional overtime cost is projected at approximately \$12,800.
This is a possible savings of \$5,000 assuming all eligible staff take the complete 100 hours.

OPTIONS FOR CONSIDERATION

No exception to the policy as written, increase the buyback above the current 60 hrs threshold (100 hrs), or eliminate the loss of vacation time for this year.

STAFF RECOMMENDATION

Increase the buyback limit to 100 hours.



RESOLUTION ~~2019-2023~~ - _____

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF BERLIN, ~~ESTABLISHING~~
AMENDING THE A-TAX RATE REVIEW POLICY.

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

Whereas, the Mayor and Council have received public comment during the FY 2020 Budget process indicating taxes should have been increased sooner, and

Whereas, the Mayor and Council have determined it is in the best interest of the community to review the tax rate on an annual basis, and

Whereas, the Mayor and Council acknowledge the importance of establishing the tax rate before the preparation of the annual budget begins.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of the Town of Berlin, Maryland that the following tax rate review schedule is established:

1. At or before the second meeting in January, the Mayor and Council shall review the Town's short- and long-term financial projections.
2. At or before the second meeting in February, the Mayor and Council shall set the date for the tax rate public hearing.
3. The public hearing for the tax rate shall be set and decision by the Mayor and Council made no later than the ~~second meeting in March~~Regular Meeting of the Mayor and Council immediately before the meeting at which the Budget is presented for first reading.

Approved this ____ day of _____, ~~2019-2023~~ by the Mayor and the Town of Berlin, Maryland, by affirmative vote of _____ to _____ opposed, with _____ abstaining, and _____ absent.

President

~~Elroy Brittingham~~Dean J. Burrell, Vice

Approved this ____ day of _____, ~~2019-2023~~ by the Mayor and Town of Berlin.

ATTEST:

Zack Tyndall~~Wm. Gee Williams, III~~, Mayor

Mary Bohlen~~Laura Allen~~, Town Administrator



TOWN OF BERLIN, MARYLAND
RESOLUTION 2023-01

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF BERLIN, AMENDING THE TAX RATE REVIEW POLICY.

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

Whereas, the Mayor and Council have received public comment during the FY 2020 Budget process indicating taxes should have been increased sooner, and

Whereas, the Mayor and Council have determined it is in the best interest of the community to review the tax rate on an annual basis, and

Whereas, the Mayor and Council acknowledge the importance of establishing the tax rate before the preparation of the annual budget begins.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of the Town of Berlin, Maryland that the following tax rate review schedule is established:

1. At or before the second meeting in January, the Mayor and Council shall review the Town's short- and long-term financial projections.
2. At or before the second meeting in February, the Mayor and Council shall set the date for the tax rate public hearing.
3. The public hearing for the tax rate shall be set and a decision by the Mayor and Council made no later than the Regular Meeting of the Mayor and Council immediately before the meeting at which the Budget is presented for first reading.

APPROVED THIS ____ DAY OF _____, 2023 BY THE MAYOR AND THE TOWN OF BERLIN, MARYLAND BY AFFIRMATIVE VOTE OF _____ TO _____ OPPOSED, WITH _____ ABSTAINING, AND _____ ABSENT.

Dean J. Burrell, Sr. Vice President of the Council

Approved this ____ day of _____, 2023 by the Mayor and Town of Berlin.

ATTEST:

Zack Tyndall, Mayor, President of the Council

Mary Bohlen, Town Administrator



Check Run Reports for:

02.06.23

02.10.23

CREDIT CARD STATEMENTS

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



Town of Berlin, MD

Payment Register

APPKT02587 - 20230208SW

01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number	Vendor Name	Total Vendor Amount	
0003138	CARD SERVICES CENTER	251.37	
Payment Type	Payment Number	Payment Date	Payment Amount
Bank Draft	DFT0000331	02/02/2023	251.37
Payable Number	Description	Payable Date	Due Date
0488 DEC JAN FY 23	BOC CREDIT CARD MEGHAN PFALLER	02/08/2023	02/08/2023
		Discount Amount	Payable Amount
		0.00	251.37

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Manual Bank Draft	1	1	0.00	251.37
Packet Totals:		1	1	0.00	251.37



Town of Berlin, MD

Payment Register

APPKT02589 - 20230210SW

01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number	Vendor Name					Total Vendor Amount
0002702	ABSOLUTE SECURITY GROUP INC					76.25
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	76.25	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
40081-1	INTERVIEW CAMERA LABOR	02/08/2023	02/08/2023	0.00	76.25	
Vendor Number	Vendor Name					Total Vendor Amount
0000060	ACTION ISLAND GRAPHICS					1,658.25
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	1,658.25	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
8399	FARMERS MARKET BAGS	02/07/2023	02/07/2023	0.00	1,658.25	
Vendor Number	Vendor Name					Total Vendor Amount
0002406	AE MOORE JANITORIAL INC					439.52
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	439.52	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
428963	PAPER PRODUCTS AND OTHER JANITORIAL SUPPLIES	02/08/2023	02/08/2023	0.00	228.11	
458845	JANITORIAL SUPPLIES	02/03/2023	02/03/2023	0.00	211.41	
Vendor Number	Vendor Name					Total Vendor Amount
0000088	AFFORDABLE BUSINESS SYSTEMS					90.89
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	90.89	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
IN208657	COPIER SERVICE	02/03/2023	02/03/2023	0.00	90.89	
Vendor Number	Vendor Name					Total Vendor Amount
0003217	BEACH TO BAY HERITAGE AREA					100.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	100.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
02225	MEMBERSHIP DUES	02/07/2023	02/07/2023	0.00	100.00	
Vendor Number	Vendor Name					Total Vendor Amount
0000323	BERLIN AUTOMOTIVE					65.56
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	65.56	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
439675	OIL DRY	02/10/2023	02/10/2023	0.00	65.56	
Vendor Number	Vendor Name					Total Vendor Amount
0000453	CAPITAL ELECTRIC SUPPLY COMPANY					7,736.64
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	7,736.64	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
S048998787.001 & .003	2 VICTORIAN STREET LIGHT POLES & FIXTURES	02/09/2023	02/09/2023	0.00	7,387.50	
S050952640.001 & .002	MATERIALS FOR ELECTRIC VEHICLE STATIONS	02/09/2023	02/09/2023	0.00	349.14	

Payment Register

APPKT02589 - 20230210SW

Vendor Number	Vendor Name					Total Vendor Amount
0003317	CARTER MACHINERY COMPANY INC					110.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	110.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1294663	10 WILLIAM ST BACKUP GENERATOR CVA AGREEMENT	02/03/2023	02/03/2023	0.00	110.00	
Vendor Number	Vendor Name					Total Vendor Amount
0000480	CATO OIL CO., INC.					10,624.79
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	10,624.79	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
CFSI-825542	VEHICLE GAS	02/08/2023	02/08/2023	0.00	10,624.79	
Vendor Number	Vendor Name					Total Vendor Amount
0000529	CINTAS FIRST AID & SAFETY					65.97
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	65.97	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
5143109792	FIRST AID KIT AND SUPPLIES	02/08/2023	02/08/2023	0.00	65.97	
Vendor Number	Vendor Name					Total Vendor Amount
0002647	CINTAS RUGS					488.54
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	488.54	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
17363075 JAN FY 23	FLOOR MATS, COVERALLS AND RUGS - POWER PLANT	02/09/2023	02/09/2023	0.00	488.54	
Vendor Number	Vendor Name					Total Vendor Amount
0000572	COMCAST					233.70
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	233.70	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
41 016 0042978 FEB FY 23	COMCAST DOWNTOWN WIFI	02/08/2023	02/08/2023	0.00	233.70	
Vendor Number	Vendor Name					Total Vendor Amount
0003443	CORE & MAIN LP					21,846.88
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	21,846.88	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
S135002	PARTS FOR WATER LEAK	02/03/2023	02/03/2023	0.00	2,846.88	
S253433	RFP 2022-01 SMART WATER METERS	02/07/2023	02/07/2023	0.00	19,000.00	
Vendor Number	Vendor Name					Total Vendor Amount
0000668	DAVID C GASKILL, ATTORNEY AT LAW					10.60
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	10.60	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
02012023	ATTEND OPEN MEETINGS ACT WEBINAR	02/08/2023	02/08/2023	0.00	10.60	
Vendor Number	Vendor Name					Total Vendor Amount
0003098	DAVIS JR DAVID					77.96
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	77.96	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
02072023 REIMB	WINDOWS 11 TRAINING GETTING STARTED	02/08/2023	02/08/2023	0.00	77.96	

Payment Register
APPKT02589 - 20230210SW

Vendor Number	Vendor Name					Total Vendor Amount
0000792	EAST TO WEST EMBROIDERY & DESIGN					163.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	163.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
63260	DAVE DAVIS & CHARLES-FR UNIFORM NAME & EMBLEM	02/08/2023	02/08/2023	0.00	163.00	
Vendor Number	Vendor Name					Total Vendor Amount
0000794	EASTERN SHORE COFFEE					41.71
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	41.71	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
291738	DRINKING WATER AND COOLER RENTAL FEE	02/08/2023	02/08/2023	0.00	8.75	
774787	DRINKING WATER AND COOLER RENTAL FEE	02/10/2023	02/10/2023	0.00	32.96	
Vendor Number	Vendor Name					Total Vendor Amount
0000847	ENVIROCORP, INC.					899.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	899.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
IN2300270	WEEKLY DISCHARGE MONITORING SAMPLES	02/10/2023	02/10/2023	0.00	354.00	
IN2300329	MONITORING WELL SAMPLES	02/10/2023	02/10/2023	0.00	545.00	
Vendor Number	Vendor Name					Total Vendor Amount
0000907	FLAG PUBLICATIONS INC					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
356302	ADMINISTRATION ADVERTISEMENTS	02/08/2023	02/08/2023	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
0003447	GLENDA HOLDEN					500.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	500.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
JAN 30 - FEB 12	FY23 CLEANING SERVICES	02/07/2023	02/07/2023	0.00	500.00	
Vendor Number	Vendor Name					Total Vendor Amount
0000975	GRAVES UNIFORM					610.99
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	610.99	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
107267	YEARLY COMMENDATION AWARDS	02/03/2023	02/03/2023	0.00	610.99	
Vendor Number	Vendor Name					Total Vendor Amount
0000977	GREAT AMERICA FINANCIAL					212.64
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	212.64	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
33372413	COPIER LEASE POLICE DEPT	02/08/2023	02/08/2023	0.00	137.04	
33372414	GREAT AMERICA LEASE MICR PRINTER 017-1654429-000	02/08/2023	02/08/2023	0.00	75.60	
Vendor Number	Vendor Name					Total Vendor Amount
0001032	HILL'S ELECTRIC MOTOR SERVICE INC.					2,106.71
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	2,106.71	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
0138348	ND	02/10/2023	02/10/2023	0.00	2,106.71	

Payment Register

APPKT02589 - 20230210SW

Vendor Number	Vendor Name					Total Vendor Amount
0002532	JENSEN KELSEY					19.91
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	19.91	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
02012023	1ST AMENDMENT TRAINING AT COUNTY	02/06/2023	02/06/2023	0.00	19.91	
Vendor Number	Vendor Name					Total Vendor Amount
0001278	LAWRENCE TIM					104.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	104.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
02012023	ATTENDED CALEB HUNTER'S LINEMAN SCHOOL GRADUATIO	02/07/2023	02/07/2023	0.00	104.00	
Vendor Number	Vendor Name					Total Vendor Amount
0003399	LEXIPOL LLC					7,113.58
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	7,113.58	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
INVLEX14939	LEXIPOL CONTRACT 2/23-2/24	02/03/2023	02/03/2023	0.00	7,113.58	
Vendor Number	Vendor Name					Total Vendor Amount
0001438	MD DC UTILITY ASSOCIATION					1,200.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	1,200.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
2023-1	MISS UTILITY MEMBERSHIP DUES	02/08/2023	02/08/2023	0.00	1,200.00	
Vendor Number	Vendor Name					Total Vendor Amount
0001495	MIDDLE DEPARTMENT INSPECTION AGENCY					400.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	400.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
844437,844421	INSPECTION SERVICE	02/08/2023	02/08/2023	0.00	400.00	
Vendor Number	Vendor Name					Total Vendor Amount
0001505	MML POLICE EXECUTIVE ASSOCIATION					455.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	455.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
03062023 FY 23	MML PEA DUES	02/03/2023	02/03/2023	0.00	125.00	
04-17-20 FY 23	MML PEA TRAINING	02/03/2023	02/03/2023	0.00	330.00	
Vendor Number	Vendor Name					Total Vendor Amount
0002593	MUSCO SPORTS LIGHTING LLC					38,953.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	38,953.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
403466	HENRY PK BASKETBALL CT LIGHTS SOURCEWELL #071619	02/08/2023	02/08/2023	0.00	38,953.00	
Vendor Number	Vendor Name					Total Vendor Amount
0003076	NCSI					20.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	20.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
30229	PRE EMPLOYMENT BACKGROUND CHECK	02/08/2023	02/08/2023	0.00	20.00	

Payment Register
APPKT02589 - 20230210SW

Vendor Number	Vendor Name					Total Vendor Amount
0001625	ONE CALL CONCEPTS, INC.					41.98
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	41.98	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
3016161	MISS UTILITY TICKETS	02/08/2023	02/08/2023	0.00	41.98	
Vendor Number	Vendor Name					Total Vendor Amount
0001676	PENINSULA AUTO & TRUCK PARTS, INC					262.62
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	262.62	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
204099, 203997	PARTS FOR TRUCKS AND EQUIPMENT	02/07/2023	02/07/2023	0.00	262.62	
Vendor Number	Vendor Name					Total Vendor Amount
0001677	PENINSULA DRY CLEANERS, INC					75.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	75.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
20-4015	DRY CLEANING SERVICES	02/08/2023	02/08/2023	0.00	75.00	
Vendor Number	Vendor Name					Total Vendor Amount
0001693	PHILLIPS SIGNS					114.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	114.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
20749	HAZMAT DECALS FOR THE WELL HOUSES	02/10/2023	02/10/2023	0.00	114.00	
Vendor Number	Vendor Name					Total Vendor Amount
0003297	PHYLLIS G KIMMEL LAW OFFICE PLLC					1,680.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	1,680.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
189	ELECTRIC MATTERS	02/10/2023	02/10/2023	0.00	1,680.00	
Vendor Number	Vendor Name					Total Vendor Amount
0001707	PITTSVILLE MOTORS					111,202.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	111,202.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
DX3709	2 F250 SUPER DUTY PICKUPS	02/08/2023	02/08/2023	0.00	55,101.00	
P7150	2 F250 SUPER DUTY PICKUPS	02/08/2023	02/08/2023	0.00	56,101.00	
Vendor Number	Vendor Name					Total Vendor Amount
0003314	POWER DELIVERY PROGRAM					676.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	676.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
CIGT-013759C	LINEMAN METER SCHOOL	02/08/2023	02/08/2023	0.00	676.00	
Vendor Number	Vendor Name					Total Vendor Amount
0001757	RACETRACK AUTO CENTER					68.81
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	68.81	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
147218	LOF 6733	02/03/2023	02/03/2023	0.00	68.81	

Payment Register

APPKT02589 - 20230210SW

Vendor Number	Vendor Name					Total Vendor Amount
0003171	RICKY JARMON					866.71
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	866.71	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
JAN FY 23	MONTHLY CLEANING SERVICE POLICE BUILDING	02/03/2023	02/03/2023	0.00	866.71	
Vendor Number	Vendor Name					Total Vendor Amount
0001997	STAPLES BUSINESS CREDIT					759.41
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	759.41	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1646718454	OFFICE SUPPLIES	02/03/2023	02/03/2023	0.00	759.41	
Vendor Number	Vendor Name					Total Vendor Amount
0001998	STAPLES CREDIT PLAN					173.90
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	173.90	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
3951 JAN FY 23	STAPLES OFFICE SUPPLIES	02/10/2023	02/10/2023	0.00	173.90	
Vendor Number	Vendor Name					Total Vendor Amount
0002022	STUART C IRBY CO					1,621.48
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	1,621.48	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
S013362268.001 & 002	200 FT. SPOOL REELS #4 SOFT DRAWN COPPER	02/09/2023	02/09/2023	0.00	893.20	
S013362451.001	#6 SOFT DRAWN COPPER SPOOLS	02/09/2023	02/09/2023	0.00	728.28	
Vendor Number	Vendor Name					Total Vendor Amount
0003220	THE GUN SHOP					707.91
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	707.91	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
48494	AMMO FOR RECRUITS	02/03/2023	02/03/2023	0.00	707.91	
Vendor Number	Vendor Name					Total Vendor Amount
0002163	TOWN OF BERLIN					32,474.95
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	32,474.95	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
FEB FY 23	TOWN UTILITY BILLINGS	02/09/2023	02/09/2023	0.00	32,474.95	
Vendor Number	Vendor Name					Total Vendor Amount
0002178	TRI SUPPLY & EQUIPMENT					1,440.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	1,440.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
803020-0001	COLD PATCH	02/10/2023	02/10/2023	0.00	1,440.00	
Vendor Number	Vendor Name					Total Vendor Amount
0002993	TUCKAHOE UNDERGROUND LLC					2,000.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				02/10/2023	2,000.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
23104	BORE NEW SERVICE 204 SOUTH MAIN	02/07/2023	02/07/2023	0.00	2,000.00	

Payment Register

APPKT02589 - 20230210SW

Vendor Number	Vendor Name					Total Vendor Amount
0002928	UNIFIRST CORPORATION					114.84
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		02/10/2023	114.84			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
1430053182	UNIFORM AND CLEANING SERVICE - PUBLIC WORKS	02/08/2023	02/08/2023	0.00	21.59	
1430053183	UNIFORM AND CLEANING SERVICE - PUBLIC WORKS	02/08/2023	02/08/2023	0.00	93.25	
Vendor Number	Vendor Name					Total Vendor Amount
0002220	USA BLUEBOOK					607.64
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		02/10/2023	607.64			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
229338, 230802	FEMALE NYLON CL2 FITTINGS	02/03/2023	02/03/2023	0.00	607.64	
Vendor Number	Vendor Name					Total Vendor Amount
0002233	VALERIE J MANN					75.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		02/10/2023	75.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
01262023	GRANT WRITING	02/03/2023	02/03/2023	0.00	75.00	
Vendor Number	Vendor Name					Total Vendor Amount
0002252	VERIZON WIRELESS-720117503-00001					527.47
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		02/10/2023	527.47			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
9926083122	MDT CARD FEE	02/03/2023	02/03/2023	0.00	527.47	
Vendor Number	Vendor Name					Total Vendor Amount
0002275	WAINWRIGHTS TIRE CENTER INC					17.60
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		02/10/2023	17.60			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
164241	VENTRAC TIRE	02/03/2023	02/03/2023	0.00	17.60	
Vendor Number	Vendor Name					Total Vendor Amount
0002299	WELLS IVY					474.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		02/10/2023	474.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
02012023	MEALS / CONF BOSTON MASS 3/24 - 3/30	02/06/2023	02/06/2023	0.00	474.00	
Vendor Number	Vendor Name					Total Vendor Amount
0002304	WEST OCEAN CITY ILLNESS & INJURY CENTER					187.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		02/10/2023	187.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
19576399,6386	DRUG TESTING	02/03/2023	02/03/2023	0.00	62.00	
202300899	MUMFORD DOT PHYSICAL	02/07/2023	02/07/2023	0.00	125.00	
Vendor Number	Vendor Name					Total Vendor Amount
0002363	WORCESTER COUNTY LANDFILL					11,157.05
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		02/10/2023	11,157.05			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
124 JANUARY FY 23	REFUSE, RECYCLE AND CAN PULLS	02/08/2023	02/08/2023	0.00	11,157.05	

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Check	66	55	0.00	263,900.46
Packet Totals:		66	55	0.00	263,900.46



Town of Berlin, MD

Payment Register

APPKT02591 - 20230210SW

01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number	Vendor Name			Total Vendor Amount
0003515	PURNELL CROSSING			538.00
Payment Type	Payment Number	Payment Date	Payment Amount	
Check		02/10/2023	538.00	
Payable Number	Description	Payable Date	Due Date	
REIMB	WATER LEAK AT SUNLIGHT LANE	02/10/2023	02/10/2023	
		Discount Amount	Payable Amount	
		0.00	538.00	

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Check	1	1	0.00	538.00
Packet Totals:		1	1	0.00	538.00



Town of Berlin, MD

Vendor History Report

By Vendor Name

Posting Date Range -

Payment Date Range 02/02/2023 - 02/09/2023

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					
Vendor Set: 01 - Vendor Set 01												
0003138 - CARD SERVICES CENTER												
DEC JAN FY 23	BOC CREDIT CARD			2/6/2023	DFT0000328	2/2/2023	14211.68	0	0	0	14211.68	14211.68
							757.87	0	0	0	757.87	757.87
(3) CASE OF 15W/40 MOTOR OIL FOR BUCKET TRUCKS		3	95.98	287.94	10-5620-5257	VEHICLE MAINTENANCE	287.94					
ANNUAL SAFETY BOOT ALLOWANCE (BRIAN FORTUNE)		1	161.49	161.49	10-5620-5740	SAFETY SUPPLIES AND MATERIALS	161.49					
DRIVER SIDE HEADLIGHT VEH. #4 ALTEC BUCKET TRUCK		1	158.99	158.99	10-5620-5257	VEHICLE MAINTENANCE	158.99					
MOTORCRAFT MOTOR OIL FOR FORD F-150 PICKUPS TRKS		1	103.92	103.92	10-5620-5257	VEHICLE MAINTENANCE	103.92					
CASE OF PAPER TOWELS & PLASTIC UTENSILS		1	66.24	66.24	10-5620-5730	SUPPLIES AND OPERATIONS	66.24					
(2) FIVE GALLONS OF MOTORCRAFT MOTOR OIL		2	25.98	51.96	10-5620-5257	VEHICLE MAINTENANCE	51.96					
2023 WEEELLY & MONTHLY PLANNERS TWIN WIRE BINDING		1	47.97	47.97	10-5600-5700	OFFICE SUPPLIES	47.97					
NAPA GOLD OIL FILTER / OIL FILTER FOR GMC VEH. #6		1	35.32	35.32	10-5620-5257	VEHICLE MAINTENANCE	35.32					
KEROSENE FOR PORTABLE HEATER FOR GARAGE AREA.		1	33.03	33.03	10-5620-5630	VEHICLE FUEL	33.03					
ENTHANOL FREE GASOLINE FOR 2 CYCLE EQUIPMENT		1	20	20	10-5620-5630	VEHICLE FUEL	20					
MONTHLY PLANNERS BOOKLETS		1	13.47	13.47	10-5600-5700	OFFICE SUPPLIES	13.47					
MONTHLY PLANNERS BOOKLETS (RETURNED CREDIT)		1	-13.47	-13.47	10-5600-5700	OFFICE SUPPLIES	-13.47					
PAYBACK REWARDS REDEEMED CREDIT (10-5620-5730)		1	-50	-50	10-5620-5730	SUPPLIES AND OPERATIONS	-50					
(RETURN) HEADLIGHT VEH. #4 ALTEC BUCKET TRUCK		1	-158.99	-158.99	10-5620-5257	VEHICLE MAINTENANCE	-158.99					
DEC JAN FY 23	BOC CREDIT CARD			2/6/2023	DFT0000330	2/2/2023	1107.45	0	0	0	1107.45	1107.45
PAYPAL - NATIONAL MAIN ST CONFERENCE		1	455	455	01-5400-5621	EMPLOYEE TRAINING	455					
GODADDY.COM - DOMAIN RENEWALS		1	302.55	302.55	01-5400-5727	MARKETING	302.55					
MEDAMD.COM - YEARLY MEMBERSHIP DUES		1	175	175	01-5400-5620	DUES AND PUBLICATIONS	175					
J A BOTTLES WATER - MONTHLY FEE		1	87	87	01-5400-5700	OFFICE SUPPLIES	87					
CONSTANT CONTACT - MONTHLY FEE		1	65	65	01-5400-5727	MARKETING	65					
AMAZON - NYE CONFETTI		1	47.9	47.9	01-5400-5727	MARKETING	47.9					
PAYBACK REWARDS REDEEMED		1	-25	-25	01-5400-5727	MARKETING	-25					
DEC JAN FY 23	BOC CREDIT CARD			2/6/2023	DFT0000323	2/2/2023	3942.91	0	0	0	3942.91	3942.91
ARCTIC POWERPLANT HVAC DEPOSIT		0	0	2328	10-5610-5255	CAPITAL OUTLAY EQUIPMENT	2328					
2023 GFOA CONFERENCE REGISTRATION SALEH		0	0	695	01-5120-5621	EMPLOYEE TRAINING	695					
2023 GFOA N SALEH SOUTHWEST AIR TRAVEL 5/20-24		0	0	609.96	01-5100-5615	TRAVEL	609.96					
D3 JANUARY MONTHLY WEB HOSTING		0	0	125	01-5100-5615	TRAVEL	125					
PSC HEARING LUNCH BOOTH AND ASSOC 12/20 AT POPS		0	0	80	01-5100-5615	TRAVEL	80					
2022 MD PSC HEARING 12/19 BALTIMORE		0	0	69.24	01-5100-5615	TRAVEL	69.24					
BALTIMORE PSC HEARING PARKING		0	0	31	01-5100-5615	TRAVEL	31					
BERLIN AUTOWASH TRAVERSE		0	0	29.28	01-5100-5257	VEHICLE MAINTENANCE	29.28					
AMAZON POWER STRIP SURGE PROTECTOR		0	0	25.43	01-5100-5700	OFFICE SUPPLIES	25.43					
PAYBACK REWARDS REDEEM		0	0	-50	01-5100-5615	TRAVEL	-50					

Vendor History Report

Posting Date Range -

Payable Number	Description			Post Date	1099	Payment Number	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment
Item Description		Units	Price	Amount	Account Number		Account Name	Dist Amount					
DEC JAN FY 23	BOC CREDIT CARD			2/6/2023		DFT0000325	2/2/2023	1928.35	0	0	0	1928.35	1928.35
	CHARLES MCWILLIAM'S FR PANTS	1	699.54	699.54	10-5620-5740		SAFETY SUPPLIES AND MATERIALS	699.54					
	PAUL MILLER-LINEMAN SCHOOL-HOTEL	1	515	515	10-5600-5615		TRAVEL	515					
	113 SCHOOLFIELD STREET-HVAC CLOGGED DRAIN	1	295.33	295.33	10-5620-5250		BUILDING MAINTENANCE	295.33					
	TOWN HALL-HVAC ISSUE-REPLACED CAPACITOR	1	287.98	287.98	01-5130-5250		BUILDING MAINTENANCE	287.98					
	TIM'S NEW TRUCK-FLOOR MATS	1	257.9	257.9	10-5600-5730		SUPPLIES AND OPERATIONS	257.9					
	REPLACEMENT LIGHTS FOR NEW YEARS EVE BALL	1	12.2	12.2	10-5620-5730		SUPPLIES AND OPERATIONS	12.2					
	CARHARTT CREDIT	1	-39.6	-39.6	10-5620-5740		SAFETY SUPPLIES AND MATERIALS	-39.6					
	PAYBACK REWARDS CREDIT	1	-100	-100	10-5620-5740		SAFETY SUPPLIES AND MATERIALS	-100					
DEC JAN FY 23	BOC CREDIT CARD			2/6/2023		DFT0000321	2/2/2023	211.45	0	0	0	211.45	211.45
	TRACTOR SUPPLY MATS WELL CASTIC TANKS	1	155.97	155.97	20-5710-5255		CAPITAL OUTLAY EQUIPMENT	155.97					
	HOCKERS HOLIDAY LUNCHEON	1	44.41	44.41	24-5800-5730		SUPPLIES AND OPERATIONS	44.41					
	POP'S KITCHEN LUNCH FOR CREW	1	36.68	36.68	24-5800-5730		SUPPLIES AND OPERATIONS	36.68					
	FOOD LION WTE LEAK RAILROAD	1	26.4	26.4	20-5700-5730		SUPPLIES AND OPERATIONS	26.4					
	TRACTOR SUPPLY HEATER	1	22.99	22.99	20-5710-5730		SUPPLIES AND OPERATIONS	22.99					
	PAYBACK REWARD REDEEMED	1	-75	-75	20-5710-5255		CAPITAL OUTLAY EQUIPMENT	-75					
DEC JAN FY 23	BOC CREDIT CARD			2/6/2023		DFT0000326	2/2/2023	2658.64	0	0	0	2658.64	2658.64
	MICROSOFT 365 LICENSES	0	0	1787.94	01-5200-5622		INFORMATION TECHNOLOGY	1787.94					
	LIGHTS FOR 3744	0	0	234.15	01-5200-5730		SUPPLIES AND OPERATIONS	234.15					
	IACP DUES DOWNING	0	0	190	01-5200-5620		DUES AND PUBLICATIONS	190					
	DOG FOOD LUKE/DOCK	0	0	178.06	01-5200-5730		SUPPLIES AND OPERATIONS	178.06					
	LOF 6742	0	0	123.83	01-5200-5257		VEHICLE MAINTENANCE	123.83					
	DOG FOOD LUKE/DOCK	0	0	110.97	01-5200-5730		SUPPLIES AND OPERATIONS	110.97					
	REPLACEMENT CHRISTMAS DECORATIONS	0	0	104.98	01-5200-5730		SUPPLIES AND OPERATIONS	104.98					
	LUNCH MEETING	0	0	61.48	01-5200-5730		SUPPLIES AND OPERATIONS	61.48					
	LUKE CBD	0	0	50	01-5200-5730		SUPPLIES AND OPERATIONS	50					
	CHRISTMAS DECORATIONS	0	0	27.94	01-5200-5730		SUPPLIES AND OPERATIONS	27.94					
	EZPASS REFILL	0	0	25	01-5200-5730		SUPPLIES AND OPERATIONS	25					
	REPLACEMENT HEADLIGHT	0	0	14.29	01-5200-5257		VEHICLE MAINTENANCE	14.29					
	PAYBACK REWARDS REDEEMED CREDIT	0	0	-250	01-5200-5622		INFORMATION TECHNOLOGY	-250					
DEC JAN FY 23	BOC CREDIT CARD			2/6/2023		DFT0000329	2/2/2023	229.99	0	0	0	229.99	229.99
	THERMCO CERTIFY THERMOMETER	1	126	126	24-5820-5790		LAB AND TESTING	126					
	THERMCO CERTIFY THERMOMETER	1	63	63	24-5820-5790		LAB AND TESTING	63					
	USPS SHIP THERMOMETER	1	22.35	22.35	24-5820-5790		LAB AND TESTING	22.35					
	FEDEX SHIP THERMOMETER	1	18.64	18.64	24-5820-5790		LAB AND TESTING	18.64					
DEC JAN FY 23	BOC CREDIT CARD			2/6/2023		DFT0000324	2/2/2023	610.42	0	0	0	610.42	610.42
	SHOP SUPPLIES	1	223.25	223.25	01-5300-5730		SUPPLIES AND OPERATIONS	223.25					
	WORK BOOTS BOB CLARK	1	180.15	180.15	01-5300-5740		SAFETY SUPPLIES AND MATERIALS	180.15					
	PLOW PARTS	1	96.52	96.52	01-5320-5251		EQUIPMENT MAINTENANCE	96.52					
	NEIKO 5" AUTOMATIC PUNCH TOOL	1	76.54	76.54	01-5310-5251		EQUIPMENT MAINTENANCE	76.54					
	SHOP SUPPLIES	1	45.46	45.46	01-5300-5730		SUPPLIES AND OPERATIONS	45.46					
	SHOP HEATER SUPPLIES	1	13.5	13.5	01-5300-5730		SUPPLIES AND OPERATIONS	13.5					

Vendor History Report

												Posting Date Range -	
Payable Number	Description			Post Date	1099	Payment Number	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment
Item Description		Units	Price	Amount	Account Number	Account Name		Dist Amount					
PAYBACK REWARDS CREDIT		0	0	-25	01-5320-5251	EQUIPMENT MAINTENANCE		-25					
DEC JAN FY 23	BOC CREDIT CARD			2/8/2023	DFT0000331	2/2/2023		251.37	0	0	0	251.37	251.37
MDE STATE DISCHARGE PERMIT APP FEE		0	0	207.2	24-5800-5620	DUES AND PUBLICATIONS		207.2					
AMAZON - BOOTS		1	87.95	87.95	24-5800-5740	SAFETY SUPPLIES AND MATERIALS		87.95					
MDE STATE DISCHARGE PERMIT APP SERVICE FEE		0	0	6.22	24-5800-5620	DUES AND PUBLICATIONS		6.22					
PAYBACK REWARDS REDEEMED		0	0	-50	24-5800-5740	SAFETY SUPPLIES AND MATERIALS		-50					
DEC JAN FY 23	BOC CREDIT CARD			2/6/2023	DFT0000320	2/2/2023		2133.34	0	0	0	2133.34	2133.34
ADP PAYROLL PROCESSING SERVICES		1	883.86	883.86	01-5000-5200	CONTRACTED SERVICES		62.2					
					01-5100-5200	CONTRACTED SERVICES		49.76					
					01-5120-5200	CONTRACTED SERVICES		37.32					
					01-5125-5200	CONTRACTED SERVICES		37.32					
					01-5200-5200	CONTRACTED SERVICES		223.92					
					01-5300-5200	CONTRACTED SERVICES		12.44					
					01-5310-5200	CONTRACTED SERVICES		37.32					
					01-5320-5200	CONTRACTED SERVICES		62.2					
					01-5400-5200	CONTRACTED SERVICES		24.88					
					01-5440-5200	CONTRACTED SERVICES		24.88					
					10-5600-5200	CONTRACTED SERVICES		12.44					
					10-5610-5200	CONTRACTED SERVICES		12.44					
					10-5620-5200	CONTRACTED SERVICES		87.08					
					20-5700-5200	CONTRACTED SERVICES		18.66					
					20-5710-5200	CONTRACTED SERVICES		12.44					
					20-5720-5200	CONTRACTED SERVICES		18.66					
					24-5800-5200	CONTRACTED SERVICES		18.66					
					24-5810-5200	CONTRACTED SERVICES		18.66					
					24-5820-5200	CONTRACTED SERVICES		37.94					
					24-5830-5200	CONTRACTED SERVICES		49.76					
					30-5030-5200	CONTRACTED SERVICES		24.88					
MMCA IIMC REGION 2 CONFERENCE WILL BE REIMBURSED		1	516	516	01-5100-5621	EMPLOYEE TRAINING		516					
HILTON MMCA IIMC REGION 2 CONFERENCE HOTEL STAY		1	311.12	311.12	01-5100-5615	TRAVEL		311.12					
GRADLEADERS SU JOB FAIR TABLE FEE		1	125	125	01-5100-5000	PROFESSIONAL SERVICES		125					
STAPLES BUSINESS CARDS		1	122.9	122.9	01-5000-5700	OFFICE SUPPLIES		40.24					
					01-5100-5700	OFFICE SUPPLIES		40.24					
					01-5320-5730	SUPPLIES AND OPERATIONS		21.21					
					20-5700-5730	SUPPLIES AND OPERATIONS		21.21					
STAPLES CHAIR MAT		1	75.49	75.49	01-5100-5700	OFFICE SUPPLIES		75.49					
CLEARINGHOUSE DOT EMPLOYEES RECORD CHECKS		1	62.5	62.5	01-5300-5200	CONTRACTED SERVICES		4.16					
					01-5310-5200	CONTRACTED SERVICES		8.32					
					01-5320-5200	CONTRACTED SERVICES		12.58					
					10-5610-5200	CONTRACTED SERVICES		16.64					
					24-5800-5200	CONTRACTED SERVICES		20.8					
AMAZON HOLIDAY PARTY ORNAMENTS		1	23.72	23.72	01-5125-5700	OFFICE SUPPLIES		23.72					

Vendor History Report

												Posting Date Range -	
Payable Number	Description			Post Date	1099	Payment Number	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment
Item Description		Units	Price	Amount	Account Number	Account Name		Dist	Amount				
DOLLAR GENERAL TABLE COVERS FOR HOLIDAY PARTY		1	12.75	12.75	01-5125-5700	OFFICE SUPPLIES		12.75					
DEC JAN FY 23	BOC CREDIT CARD			2/6/2023		DFT0000322	2/2/2023	195	0	0	0	195	195
	PESTED CERTIFICATION RIGHT OF WAY	1	295	295	01-5300-5621	EMPLOYEE TRAINING		295					
	PAYBACK REWARD CREDIT	0	0	-100	01-5320-5621	EMPLOYEE TRAINING		-100					
DEC JAN FY 23	BOC CREDIT CARD			2/6/2023		DFT0000327	2/2/2023	184.89	0	0	0	184.89	184.89
	CREW LUNCH	1	83.48	83.48	01-5300-5615	TRAVEL		83.48					
	DOOR CLOSER TOWN HALL	1	47.59	47.59	01-5320-5730	SUPPLIES AND OPERATIONS		47.59					
	LUMBER TAILGATE	1	25.58	25.58	01-5320-5730	SUPPLIES AND OPERATIONS		25.58					
	BIT HOLDER	1	14.79	14.79	01-5320-5730	SUPPLIES AND OPERATIONS		14.79					
	BELT HOOK KIT	1	7.18	7.18	01-5320-5730	SUPPLIES AND OPERATIONS		7.18					
	48 "ORANGE MARKER	1	4.34	4.34	01-5320-5730	SUPPLIES AND OPERATIONS		4.34					
	SHOP KEYS	1	1.93	1.93	01-5310-5730	SUPPLIES AND OPERATIONS		1.93					
Vendors: (1) Total 01 - Vendor Set 01:								14211.68	0	0	0	14211.68	14211.68
Vendors: (1) Report Total:								14211.68	0	0	0	14211.68	14211.68

Account Number: XXXX XXXX XXXX

Billing Questions:

800-854-7642

Send Billing Inquiries To:

SUMMARY OF ACCOUNT ACTIVITY

Previous Balance	\$123.45
- Payments	\$123.45
- Other Credits	\$222.46
+ Purchases	\$980.33
+ Cash Advances	\$0.00
+ Fees Charged	\$0.00
+ Interest Charged	\$0.00
= New Balance	\$757.87

Account Number XXXX XXXX XXXX
Credit Limit \$1,500.00
Available Credit \$708.00
Statement Closing Date January 10, 2023
Days in Billing Cycle 32

PAYMENT INFORMATION

New Balance: \$757.87
Minimum Payment Due: \$38.00
Payment Due Date: February 4, 2023

MESSAGES

Help us "Go Green" by reducing paper. Visit our website www.24-7cardaccess.com to sign up for electronic statements or to make a payment online.

TRANSACTIONS

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

Tran Date	Post Date	Reference Number	Transaction Description	Amount
12/13	12/13	F148500PB000LM900	PAYBACK REWARDS REDEEMED CREDIT	\$50.00-
12/20	12/20	0230537PK01WSX80W	AUTOZONE 4480 BERLIN MD CREDIT	\$158.99-
12/30	12/30	5531020PW2D9RF0S5	AMAZON.COM AMZN.COM/BI AMZN.COM/B CREDIT	\$13.47-
01/04	01/04	85421200500XSMKZW	PAYMENT - THANK YOU	\$123.45-
12/15	12/15	0230537PE00M1Q9P9	AUTOZONE 4480 BERLIN MD	\$158.99
12/16	12/16	0230537PF00NEL552	TRACTOR SUPPLY CO #181 BERLIN MD	\$161.49
12/20	12/20	5530876PKFY80PTGJ	SHELL OIL 236862200QPS BERLIN MD	\$33.03
12/21	12/21	5270824PLRQEB5P2L	ROYAL FARMS #178 BERLIN MD	\$20.00
12/22	12/22	0541601PL43AD5Q8X	WAL-MART #2560 BERLIN MD	\$51.96
12/22	12/22	0541601PL43AM943M	SAMSClub #6383 SALISBURY MD	\$66.24

Transactions continued on next page

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

Account Number: XXXX XXXX XXXX

New Balance: \$757.87

Minimum Payment Due: \$38.00

Payment Due Date: February 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

TRANSACTIONS (continued)

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

Tran Date	Post Date	Reference Number	Transaction Description	Amount
12/28	12/28	5531020PS2DZJH8JD	AMAZON.COM*P10P940P3 A AMZN.COM/BILL WA	\$13.47
01/05	01/05	55432860560E56HJ9	AMZN MKTP US*DA0XA7SS3 AMZN.COM/BILL WA	\$47.97
01/06	01/06	05416010643AG5SD2	SAMSClub #6383 SALISBURY MD	\$287.94
01/06	01/06	05416010643A8X7KB	WAL-MART #1890 SALISBURY MD	\$103.92
01/06	01/06	55432860660PQY395	AMZN MKTP US*C72JU2D83 AMZN.COM/BILL WA	\$35.32

TOTAL *FINANCE CHARGE* BILLED IN 2022 \$0.00

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	17.99% (v)	\$0.00	32	\$0.00
Cash Advances	21.49% (v)	\$0.00	32	\$0.00

(v) - variable

Account Number: XXXX XXXX XXXX

Billing Questions:
800-854-7642

Send Billing Inquiries To:

SUMMARY OF ACCOUNT ACTIVITY

Previous Balance	\$1,176.41
- Payments	\$1,176.41
- Other Credits	\$25.00
+ Purchases	\$1,132.45
+ Cash Advances	\$0.00
+ Fees Charged	\$0.00
+ Interest Charged	\$0.00
= New Balance	\$1,107.45

Account Number XXXX XXXX XXXX
Credit Limit \$5,000.00
Available Credit \$3,657.00
Statement Closing Date January 10, 2023
Days in Billing Cycle 32

PAYMENT INFORMATION

New Balance: \$1,107.45
Minimum Payment Due: \$55.00
Payment Due Date: February 4, 2023

MESSAGES

Help us "Go Green" by reducing paper. Visit our website www.24-7cardaccess.com to sign up for electronic statements or to make a payment online.

TRANSACTIONS

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

Tran Date	Post Date	Reference Number	Transaction Description	Amount
12/13	12/13	F148500PB000LM900	PAYBACK REWARDS REDEEMED CREDIT	\$25.00-
01/04	01/04	85421200500XSMKZW	PAYMENT - THANK YOU	\$1,176.41-
12/12	12/12	8550246PAS66FK9S7	J A BOTTLELESS WATER FRUITLAND MD	\$87.00
12/15	12/15	5542950PDRTGFN5LK	PAYPAL *NATL MAINST 4029357733 IL	\$455.00
12/27	12/27	5543286PT5Y3KLHNV	AMZN MKTP US*1B90I3E63 AMZN.COM/BILL WA	\$47.90
12/29	12/29	5513158PWBMQ0PEBN	DNH*GODADDY.COM 4805058855 AZ	\$302.55
12/30	12/30	7541823PW4RNFH154	EIG*CONSTANTCONTACT.CO 855-2295506 MA	\$65.00
01/05	01/05	827111605000AFRS1	MEDAMD.COM BALTIMORE MD	\$175.00

TOTAL *FINANCE CHARGE* BILLED IN 2022 \$0.00

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

Account Number: XXXX XXXX XXXX
New Balance: \$1,107.45
Minimum Payment Due: \$55.00
Payment Due Date: February 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	\$344.31
- Payments	\$344.31
- Other Credits	\$50.00
+ Purchases	\$3,992.91
+ Cash Advances	\$0.00
+ Fees Charged	\$0.00
+ Interest Charged	\$0.00
= New Balance	\$3,942.91

Account Number XXXX XXXX XXXX
Credit Limit \$5,000.00
Available Credit \$1,057.00
Statement Closing Date January 10, 2023
Days in Billing Cycle 32

PAYMENT INFORMATION

New Balance: \$3,942.91
Minimum Payment Due: \$197.00
Payment Due Date: February 4, 2023

MESSAGES

Help us "Go Green" by reducing paper. Visit our website www.24-7cardaccess.com to sign up for electronic statements or to make a payment online.

TRANSACTIONS

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

Tran Date	Post Date	Reference Number	Transaction Description	Amount
12/13	12/13	F148500PB000LM900	PAYBACK REWARDS REDEEMED CREDIT	\$50.00-
01/04	01/04	85421200400XSMA74	PAYMENT - THANK YOU	\$344.31-
12/19	12/19	5543286PH5W5EWQ0X	IN *HOODFELLAS KITCHEN 443-3622208 MD	\$69.24
12/19	12/19	5554650PJ8AHEPFL1	LAZ PARKING 770111-FLA BALTIMORE MD	\$31.00
12/20	12/20	5543286PK5WGV5JPA	POP'S KITCHEN BERLIN MD	\$80.00
12/21	12/21	0230096PK8PR7APTZ	GOVERNMENT FINANCE OFF CHICAGO IL	\$695.00
12/22	12/22	5543286PM5X9R1BBJ	SOUTHWES 5262199576024 800-435-9792 TX	\$609.96
			SALEH/NATALIE	
	05/20/23 1		BALTIMORE CHICAGO	
	05/20/23 2		CHICAGO PORTLAND	
	05/24/23 3		PORTLAND CHICAGO	

Transactions continued on next page

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

Account Number: XXXX XXXX XXXX

New Balance: \$3,942.91

Minimum Payment Due: \$197.00

Payment Due Date: February 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

TRANSACTIONS (continued)

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

Tran Date	Post Date	Reference Number	Transaction Description	Amount
		05/24/23 4	CHICAGO BALTIMORE	
12/27	12/27	5550629PTM517AZS2	BERLIN AUTO WASH BERLIN MD	\$29.28
12/28	12/28	5543286PS5Y9PHVS4	AMZN MKTP US*ID8JV71F3 AMZN.COM/BILL WA	\$25.43
12/29	12/29	5554650PVHSR464V5	ARCTIC HEATING & AIR C 4106411434 MD	\$2,328.00
12/31	12/31	5543286PX5Z7N5E8Y	IN *D3CORP 410-2132400 MD	\$125.00

TOTAL *FINANCE CHARGE* BILLED IN 2022 \$0.00

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	17.99% (v)	\$0.00	32	\$0.00
Cash Advances	21.49% (v)	\$0.00	32	\$0.00

(v) - variable

Account Number: XXXX XXXX XXXX

Billing Questions:

800-854-7642

Send Billing Inquiries To:

SUMMARY OF ACCOUNT ACTIVITY

Previous Balance	\$840.41
- Payments	\$840.41
- Other Credits	\$139.60
+ Purchases	\$2,067.95
+ Cash Advances	\$0.00
+ Fees Charged	\$0.00
+ Interest Charged	\$0.00
= New Balance	\$1,928.35

Account Number XXXX XXXX XXXX
Credit Limit \$5,000.00
Available Credit \$2,535.00
Statement Closing Date January 10, 2023
Days in Billing Cycle 32

PAYMENT INFORMATION

New Balance: \$1,928.35
Minimum Payment Due: \$96.00
Payment Due Date: February 4, 2023

MESSAGES

Help us "Go Green" by reducing paper. Visit our website www.24-7cardaccess.com to sign up for electronic statements or to make a payment online.

TRANSACTIONS

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

Tran Date	Post Date	Reference Number	Transaction Description	Amount
12/13	12/13	F148500PB000LM900	PAYBACK REWARDS REDEEMED CREDIT	\$100.00-
12/22	12/22	5543286PL5WW49KHA	CARHARTT 877-335- CREDIT	\$39.60-
01/04	01/04	85421200400XSMA74	PAYMENT - THANK YOU	\$840.41-
12/09	12/10	8536943P84DXY4QG8	BEST WESTERN PLUS CROS ZION CROSSROA VA	\$515.00
		CHECK-IN 12/04/22	FOLIO #0000421639	
12/14	12/14	5543286PQ5SNM8VDH	AMZN MKTP US*NZ7082CI3 AMZN.COM/BILL WA	\$257.90
12/17	12/17	5543286PF5VDBQAZJ	CARHARTT 877-335-4272 MI	\$699.54
12/20	12/20	5548382PKBLH34H1B	WAL-MART #2560 BERLIN MD	\$12.20
01/05	01/05	0522702058PLSDZMN	OCEAN BREEZE 410-629-1200 MD	\$295.33
01/05	01/05	0522702058PLSDZR7	OCEAN BREEZE 410-629-1200 MD	\$287.98

TOTAL *FINANCE CHARGE* BILLED IN 2022 \$0.00

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

Account Number: XXXX XXXX XXXX
New Balance: \$1,928.35
Minimum Payment Due: \$96.00
Payment Due Date: February 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	\$6.00
- Payments	\$6.00
- Other Credits	\$75.00
+ Purchases	\$286.45
+ Cash Advances	\$0.00
+ Fees Charged	\$0.00
+ Interest Charged	\$0.00
= New Balance	\$211.45

Account Number XXXX XXXX XXXX
Credit Limit \$5,000.00
Available Credit \$4,788.00
Statement Closing Date January 10, 2023
Days in Billing Cycle 32

PAYMENT INFORMATION

New Balance: \$211.45
Minimum Payment Due: \$25.00
Payment Due Date: February 4, 2023

MESSAGES

Help us "Go Green" by reducing paper. Visit our website www.24-7cardaccess.com to sign up for electronic statements or to make a payment online.

TRANSACTIONS

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

Tran Date	Post Date	Reference Number	Transaction Description	Amount
12/13	12/13	F148500PB000LM900	PAYBACK REWARDS REDEEMED CREDIT	\$75.00-
01/04	01/04	85421200400XSMA74	PAYMENT - THANK YOU	\$6.00-
12/11	12/11	0514048P9M8373266	HOCKERS SUPER CENTER OCEANVIEW DE	\$44.41
12/20	12/20	5543286PK5WH5DH2P	FOOD LION #0658 BERLIN MD	\$26.40
12/21	12/21	0230537PLEJ0QX52N	TRACTOR SUPPLY CO #181 BERLIN MD	\$22.99
12/22	12/22	5543286PM5X3V1XPD	POP'S KITCHEN BERLIN MD	\$36.68
01/06	01/06	02305370700JQD9WM	TRACTOR SUPPLY CO #181 BERLIN MD	\$155.97
TOTAL *FINANCE CHARGE* BILLED IN 2022				\$0.00

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

Account Number: XXXX XXXX XXXX
New Balance: \$211.45
Minimum Payment Due: \$25.00
Payment Due Date: February 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	\$1,983.87
- Payments	\$1,983.87
- Other Credits	\$250.00
+ Purchases	\$2,908.64
+ Cash Advances	\$0.00
+ Fees Charged	\$0.00
+ Interest Charged	\$0.00
= New Balance	\$2,658.64

Account Number XXXX XXXX XXXX
Credit Limit \$5,000.00
Available Credit \$2,341.00
Statement Closing Date January 10, 2023
Days in Billing Cycle 32

PAYMENT INFORMATION

New Balance: \$2,658.64
Minimum Payment Due: \$133.00
Payment Due Date: February 4, 2023

MESSAGES

Help us "Go Green" by reducing paper. Visit our website www.24-7cardaccess.com to sign up for electronic statements or to make a payment online.

TRANSACTIONS

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

Tran Date	Post Date	Reference Number	Transaction Description	Amount
12/13	12/13	F148500PB000LM900	PAYBACK REWARDS REDEEMED CREDIT	\$250.00-
01/04	01/04	85421200400XSMA74	PAYMENT - THANK YOU	\$1,983.87-
12/08	12/10	8554402P701Q9QDZR	STROBES N MORE 877-995-7630 RI	\$234.15
12/11	12/11	5543286PA6364DR0L	MICHAELS STORES 5136 BERLIN MD	\$104.98
12/12	12/12	5530959PARQEB2RTX	BERLIN AUTOMOTIVE BERLIN MD	\$14.29
12/12	12/12	5270715PB09FMDKNW	THE HOME DEPOT #2578 BERLIN MD	\$27.94
12/13	12/13	0230537PQ00M3M2X8	TRACTOR SUPPLY CO #181 BERLIN MD	\$110.97
12/14	12/14	5550629PQL35FREK5	IACP 7036477279 VA	\$190.00
12/15	12/15	0230537PE00M1Q9LN	TRACTOR SUPPLY CO #181 BERLIN MD	\$178.06

Transactions continued on next page

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

Account Number: XXXX XXXX XXXX
New Balance: \$2,658.64
Minimum Payment Due: \$133.00
Payment Due Date: February 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

ARNOLD DOWNING
Account Number: XXXX XXXX XXXX 0421

TRANSACTIONS (continued)

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

Tran Date	Post Date	Reference Number	Transaction Description	Amount
12/16	12/16	5265384PF2M1W0XNS	DELMARVA K9 PITTSVILLE MD	\$50.00
12/20	12/20	5543286PK5WH42JMM	TST* ATLANTIC HOTEL BI BERLIN MD	\$61.48
12/28	12/28	0265390PS8PMXYVPA	BERLIN CHEVY SERVICE BERLIN MD	\$123.83
01/02	01/02	5513158022DK3MGGZ	DMI* DELL HLTHCR/PTR 8002741550 TX	\$1,787.94
01/05	01/05	855049906S66FV5EV	DRIVEEZMD REBILL 5555555555 MD	\$25.00

TOTAL *FINANCE CHARGE* BILLED IN 2022 \$0.00

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	17.99% (v)	\$0.00	32	\$0.00
Cash Advances	21.49% (v)	\$0.00	32	\$0.00

(v) - variable

Account Number: XXXX XXXX XXXX

Billing Questions:
800-854-7642

Send Billing Inquiries To:

SUMMARY OF ACCOUNT ACTIVITY

Previous Balance	\$9.81
- Payments	\$9.81
- Other Credits	\$0.00
+ Purchases	\$229.99
+ Cash Advances	\$0.00
+ Fees Charged	\$0.00
+ Interest Charged	\$0.00
= New Balance	\$229.99

Account Number XXXX XXXX XXXX
Credit Limit \$1,500.00
Available Credit \$1,270.00
Statement Closing Date January 10, 2023
Days in Billing Cycle 32

PAYMENT INFORMATION

New Balance: \$229.99
Minimum Payment Due: \$25.00
Payment Due Date: February 4, 2023

MESSAGES

Help us "Go Green" by reducing paper. Visit our website www.24-7cardaccess.com to sign up for electronic statements or to make a payment online.

TRANSACTIONS

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

Tran Date	Post Date	Reference Number	Transaction Description	Amount
01/04	01/04	85421200400XSMA74	PAYMENT - THANK YOU	\$9.81-
12/16	12/16	0230537PF00NEL52T	USPS PO 2306480811 BERLIN MD	\$22.35
12/25	12/25	0541019PPMJ5QJ5ZD	FEDEX 770806280958 800-4633339 TN	\$18.64
01/06	01/06	55432860660LK9MKS	THERMCO PRODUCTS INC 973-300-9100 NJ	\$126.00
01/06	01/06	55432860660LK9MLB	THERMCO PRODUCTS INC 973-300-9100 NJ	\$63.00

TOTAL *FINANCE CHARGE* BILLED IN 2022 \$0.00

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

Account Number: XXXX XXXX XXXX
New Balance: \$229.99
Minimum Payment Due: \$25.00
Payment Due Date: February 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	\$657.18
- Payments	\$657.18
- Other Credits	\$25.00
+ Purchases	\$635.42
+ Cash Advances	\$0.00
+ Fees Charged	\$0.00
+ Interest Charged	\$0.00
= New Balance	\$610.42

PAYMENT INFORMATION

New Balance:	\$610.42
Minimum Payment Due:	\$31.00
Payment Due Date:	February 4, 2023

Account Number XXXX XXXX XXXX
Credit Limit \$1,500.00
Available Credit \$889.00
Statement Closing Date January 10, 2023
Days in Billing Cycle 32

MESSAGES

Help us "Go Green" by reducing paper. Visit our website www.24-7cardaccess.com to sign up for electronic statements or to make a payment online.

TRANSACTIONS

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

Tran Date	Post Date	Reference Number	Transaction Description	Amount
12/13	12/13	F148500PB000LM900	PAYBACK REWARDS REDEEMED CREDIT	\$25.00-
01/04	01/04	85421200500XSMKZW	PAYMENT - THANK YOU	\$657.18-
12/10	12/10	5543286P862T41470	AMAZON.COM*S890N04Z3 AMZN.COM/BILL WA	\$76.54
12/19	12/19	5270715PJ09FMDER2	THE HOME DEPOT #2578 BERLIN MD	\$13.50
12/20	12/20	0230537PKEHZFAK7H	TRACTOR SUPPLY CO #181 BERLIN MD	\$45.46
12/21	12/21	8271116PK000DBGQ3	WINTEREQUI* #3167 WILLOUGHBY OH	\$96.52
12/28	12/28	5531020PS2DJW6YQR	AMZN MKTP US*2024R3AD3 AMZN.COM/BILL WA	\$180.15
01/06	01/06	02305370700JQDA2B	TRACTOR SUPPLY CO #181 BERLIN MD	\$223.25
TOTAL *FINANCE CHARGE* BILLED IN 2022				\$0.00

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

Account Number: XXXX XXXX XXXX
New Balance: \$610.42
Minimum Payment Due: \$31.00
Payment Due Date: February 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	\$269.95
- Payments	\$269.95
- Other Credits	\$50.00
+ Purchases	\$301.37
+ Cash Advances	\$0.00
+ Fees Charged	\$0.00
+ Interest Charged	\$0.00
= New Balance	\$251.37

Account Number XXXX XXXX XXXX
Credit Limit \$1,500.00
Available Credit \$1,248.00
Statement Closing Date January 10, 2023
Days in Billing Cycle 32

PAYMENT INFORMATION

New Balance: \$251.37
Minimum Payment Due: \$25.00
Payment Due Date: February 4, 2023

MESSAGES

Help us "Go Green" by reducing paper. Visit our website www.24-7cardaccess.com to sign up for electronic statements or to make a payment online.

TRANSACTIONS

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

Tran Date	Post Date	Reference Number	Transaction Description	Amount
12/13	12/13	F148500PB000LM900	PAYBACK REWARDS REDEEMED CREDIT	\$50.00-
01/04	01/04	85421200500XSMKZW	PAYMENT - THANK YOU	\$269.95-
12/15	12/15	5531020PD2DLELMBB	AMZN MKTP US*4G6A98IF3 AMZN.COM/BILL WA	\$87.95
01/04	01/04	554887205BM9M972H	MD DEPT ENVIRONMENT 4109901090 MD	\$207.20
01/04	01/04	5548872052MGJ6GV	MD.GOV SERVICE FEE 4109901090 MD	\$6.22
TOTAL *FINANCE CHARGE* BILLED IN 2022				\$0.00

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

Account Number: XXXX XXXX XXXX
New Balance: \$251.37
Minimum Payment Due: \$25.00
Payment Due Date: February 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	\$1,353.80
- Payments	\$1,353.80
- Other Credits	\$100.00
+ Purchases	\$2,233.34
+ Cash Advances	\$0.00
+ Fees Charged	\$0.00
+ Interest Charged	\$0.00
= New Balance	\$2,133.34
Account Number	XXXX XXXX XXXX
Credit Limit	\$5,000.00
Available Credit	\$2,429.00
Statement Closing Date	January 10, 2023
Days in Billing Cycle	32

PAYMENT INFORMATION

New Balance:	\$2,133.34
Minimum Payment Due:	\$107.00
Payment Due Date:	February 4, 2023

MESSAGES

Help us "Go Green" by reducing paper. Visit our website www.24-7cardaccess.com to sign up for electronic statements or to make a payment online.

TRANSACTIONS

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

Tran Date	Post Date	Reference Number	Transaction Description	Amount
12/13	12/13	F148500PB000LM900	PAYBACK REWARDS REDEEMED CREDIT	\$100.00-
01/04	01/04	85421200500XSMKZW	PAYMENT - THANK YOU	\$1,353.80-
12/09	12/10	0543684P78PMQGYJ5	FSP*MMCA 301-809-3029 MD	\$516.00
12/09	12/10	0543684P8EHVN77NZ	DOLLAR-GENERAL #0489 BERLIN MD	\$12.75
12/09	12/10	5543687P77MB0YWK5	HILTON ADVPURCH8002367 800-2367113 TN	\$311.12
		CHECK-IN 12/07/22	FOLIO #1351209090	
12/11	12/11	5543286P96301M453	AMZN MKTP US*TN04T34A3 AMZN.COM/BILL WA	\$23.72

Transactions continued on next page

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

Account Number: XXXX XXXX XXXX

New Balance: \$2,133.34

Minimum Payment Due: \$107.00

Payment Due Date: February 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

TRANSACTIONS (continued)

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

Tran Date	Post Date	Reference Number	Transaction Description	Amount
12/13	12/13	0541019PB323LY85T	STAPLES DIRECT 800-3333330 MA	\$122.90
12/17	12/17	0541019PG31Y0HN4W	STAPLS7370662798000001 877-8267755 NJ	\$75.49
12/27	12/27	0513437PSHESMMJEZ	FMCSA D&A CLEARINGHOUS 202-366-0928 DC	\$62.50
01/03	01/03	552635203N039XH4Z	ADP PAYROLL & TAX S 973-974-7265 NJ	\$983.86
01/06	01/06	0522702068PM7N7AY	GRADLEADERS 614-339-2080 OH	\$125.00

TOTAL *FINANCE CHARGE* BILLED IN 2022 \$0.00

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	17.99% (v)	\$0.00	32	\$0.00
Cash Advances	21.49% (v)	\$0.00	32	\$0.00

(v) - variable

Account Number: XXXX XXXX XXXX

Billing Questions:

800-854-7642

Send Billing Inquiries To:

SUMMARY OF ACCOUNT ACTIVITY

Previous Balance	\$519.84
- Payments	\$519.84
- Other Credits	\$100.00
+ Purchases	\$295.00
+ Cash Advances	\$0.00
+ Fees Charged	\$0.00
+ Interest Charged	\$0.00
= New Balance	\$195.00

Account Number XXXX XXXX XXXX
Credit Limit \$5,000.00
Available Credit \$4,805.00
Statement Closing Date January 10, 2023
Days in Billing Cycle 32

PAYMENT INFORMATION

New Balance: \$195.00
Minimum Payment Due: \$25.00
Payment Due Date: February 4, 2023

MESSAGES

Help us "Go Green" by reducing paper. Visit our website www.24-7cardaccess.com to sign up for electronic statements or to make a payment online.

TRANSACTIONS

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

Tran Date	Post Date	Reference Number	Transaction Description	Amount
12/13	12/13	F148500PB000LM900	PAYBACK REWARDS REDEEMED CREDIT	\$100.00-
01/04	01/04	85421200500XSMKZW	PAYMENT - THANK YOU	\$519.84-
12/16	12/16	5542950PERTJ2V3PT	PESTEDCOMLL 8454814048 NY	\$295.00
TOTAL *FINANCE CHARGE* BILLED IN 2022				\$0.00

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

Account Number: XXXX XXXX XXXX
New Balance: \$195.00
Minimum Payment Due: \$25.00
Payment Due Date: February 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	\$774.72
- Payments	\$774.72
- Other Credits	\$0.00
+ Purchases	\$184.89
+ Cash Advances	\$0.00
+ Fees Charged	\$0.00
+ Interest Charged	\$0.00
= New Balance	\$184.89

Account Number XXXX XXXX XXXX
Credit Limit \$1,500.00
Available Credit \$1,300.00
Statement Closing Date January 10, 2023
Days in Billing Cycle 32

PAYMENT INFORMATION

New Balance: \$184.89
Minimum Payment Due: \$25.00
Payment Due Date: February 4, 2023

MESSAGES

Help us "Go Green" by reducing paper. Visit our website www.24-7cardaccess.com to sign up for electronic statements or to make a payment online.

TRANSACTIONS

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

Tran Date	Post Date	Reference Number	Transaction Description	Amount
01/04	01/04	85421200500XSMKZW	PAYMENT - THANK YOU	\$774.72-
12/13	12/13	0531461PQEHVWN2NW	THE ADKINS COMPANY BERLIN MD	\$4.34
12/14	12/14	5543286PQ5SHQPG89	AMZN MKTP US*FP6K79JB3 AMZN.COM/BILL WA	\$14.79
12/14	12/14	5543286PQ5SJ33DBW	AMZN MKTP US*FY5HR8RJ3 AMZN.COM/BILL WA	\$7.18
12/21	12/21	5548382PLBLH3QQYS	WAL-MART #2560 BERLIN MD	\$83.48
12/21	12/21	0531461PLEHXGWFPG	THE ADKINS COMPANY BERLIN MD	\$1.93
01/04	01/04	053146105EHSW5B5J	THE ADKINS COMPANY BERLIN MD	\$25.58
01/07	01/07	55432860760X74K3V	AMZN MKTP US*9T2YM2B23 AMZN.COM/BILL WA	\$47.59
TOTAL *FINANCE CHARGE* BILLED IN 2022				\$0.00

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

Account Number: XXXX XXXX XXXX
New Balance: \$184.89
Minimum Payment Due: \$25.00
Payment Due Date: February 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