



## **BERLIN MAYOR AND COUNCIL**

### **Meeting Agenda**

**Berlin Town Hall**

**10 William Street**

**Monday, January 9, 2023**

#### **7:00 PM REGULAR SESSION – Council Chambers**

1. Approval of the Minutes for:
  - a. Regular Session of 12.12.2022
2. First Reading - Ordinance 2023-01: Amending Chapter 22 of the Town Code, Parks and Recreation Article III Section 22-48, Hours and Section 22-49, Rules and Regulations for Henry Park Basketball Court Lighting/Hours - Town Administrator, Mary Bohlen (Public Hearing on January 23, 2023)
3. Motions for Approval:
  - a. 2023-01: Amendments to the Purchasing Policy - Town Administrator, Mary Bohlen
  - b. 2023-02: Use of Local Impact Grant (Ocean Downs Casino) Funds for LEOPS - Mayor, Zack Tyndall
  - c. 2023-03: Transfer of Unassigned General Funds – Mayor, Zack Tyndall
4. Quarterly Finance Report: July 1, 2022, to September 30, 2022 - Finance Director, Natalie Saleh
5. Town Administrator's Report
6. Departmental Reports
7. Comments from the Council
8. Comments from the Mayor
9. Comments from the Public
10. Comments from the Press
11. Adjournment

To access the Meeting via Facebook, please click the blue Facebook icon at the top of any page on [www.berlinmd.gov](http://www.berlinmd.gov), or type @townofberlinmd in the Facebook search bar. QR code links to online packet.

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**BERLIN MAYOR AND COUNCIL**  
**Meeting Minutes**  
**Monday, December 12, 2022**

**7:00 PM REGULAR 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, Finance Director Natalie Saleh, Electric Utility Director Tim Lawrence, Police Chief Arnold Downing, Public Works Director Jimmy Charles, Town Attorney David Gaskill, Human Resources Director Kelsey Jensen, and Administrative Assistant Kate Daub.

**Staff Absent:** Economic and Planning Director Ivy Wells, Planning Director David Englehart, and Water Resources Director Jamey Latchum.

This meeting was also broadcast live via Facebook. Following a moment of silence and the Pledge of Allegiance, Mayor Tyndall called the meeting to order at approximately 7:00 PM.

1. Approval of the Minutes for:

a. Work Session Minutes of 11.28.22:

On the motion of Councilmember Orris, second by Councilmember Nichols, the Work Session Minutes of 11.28.22 were 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. Regular Session Minutes of 11.28.22

On the motion of Councilmember Knerr, second by Vice President Burrell, the Regular Session Minutes of 11.28.22 were 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. Berlin Chamber of Commerce

a. Request to extend open alcohol permit times for New Year's Eve

Berlin Chamber of Commerce Executive Director Ryan Nellans was present to discuss the open alcohol permit extension for the Town of Berlin New Year's Eve celebration. He explained that alcohol is currently served from 10 PM to 12 AM; he said the Chamber of Commerce would like to

begin sales starting at 7:30 PM to 12 AM. Mr. Nellans said the children's celebration is expected to conclude at 7 PM and the hope is to open alcohol sales a half hour later. Councilmember Knerr asked what time the music starts. Mr. Nellans directed the question to Economic and Community Development Director Ivy Wells, however, Ms. Wells was not present at the meeting to provide clarification; he added he believes music starts at 10 PM. Mayor Zack Tyndall said he thought the initial request was from 8 PM to 12 AM; Mr. Nellans said 8 PM would suffice. Mayor Tyndall said the extension requires that a Special Event Permit application be completed; Mr. Nellans apologized for the oversight and said he thought it was taken care of. Town Administrator Mary Bohlen said approval can be granted but deemed contingent upon receipt of the paperwork.

Councilmember Green asked to confirm what type of alcohol would be sold. Mr. Nellans said they hope to provide canned beer to eliminate ticket sale issues, in addition to mulled wine and hot ciders. Councilmember Nichols asked to confirm the number of locations alcohol will be sold; Mr. Nellans said one. He added he was not certain of the exact location, but said he anticipates setting up along Main Street somewhere between the Broad Street and Main Street intersection and the Pitt Street and Main Street intersection.

On the motion of Councilmember Green, second by Councilmember Orris, the Berlin Chamber of Commerce alcohol extension request for New Year's Eve, moving the start time for sales from 10 PM to 8 PM at one location 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. Donation Presentation

Mr. Nellans explained that it is the tradition of the Chamber of Commerce to make a yearly donation as thanks to the Town of Berlin, the Police, and the Public Works Department for all their hard work. He said it is their hope that the contribution to the general fund can be used to ease any burdens. Mr. Nellans presented Mayor Tyndall with a donation in the amount of \$5,000; Mayor Tyndall asked Mr. Nellans to please let all members of the Chamber know the Town of Berlin greatly appreciates the donation.

3. Presentation: FY22 DRAFT Audit

In attendance for the presentation on behalf of PKS and Company, P.A. was business partner Mr. Mike Kleger and Audit Manager Ms. Leslie Michalik. Mr. Kleger referenced the report PKS and Company prepared to which all Council members received a copy for review prior to the presentation. He said the purpose of the report is to make it easier to understand the audit process. Mr. Kleger said their audit opinion on the Town of Berlin's financial statements for the year ending June 30, 2022, is unmodified; he stated this means that the financial statements present fairly with the financial position of the Town in accordance with generally accepted accounting principles. He said this is also commonly referred to as a clean audit or a clean opinion, which is the highest level of assurance they can provide as auditors. He added that they did not identify any material weaknesses in internal controls or compliance as a result of their testing.

Ms. Michalik provided an extensive overview of financial highlights as they pertained to Town funds. She described the services and activities covered under each fund and noted the expenditures and

revenues that were calculated as part of their findings. She stated the Town has four enterprise or business-type funds that are intended to be run similarly to a for-profit business and funded by user charges; she said the user charges are intended to be set at a level to cover Town expenses. She explained that the Electric Department had an operating income of \$317,000 compared to an operating income of \$501,000 in 2021. Mayor Tyndall brought attention to this data which showed that the Town's net positions have trended downward since 2020. He said he believes that they may close the Fiscal Year 2022 in the red with the Electric Fund. He asked if that is anticipated for the Fiscal Year 2023; Finance Director Natalie Saleh confirmed. Mayor Tyndall stated they believe the trend is due to the cost change relative to the fact the Town is approaching the end of a point with the rate evaluation for electric. He added they will be going back to the Public Service Commission with a request for a rate change. Ms. Saleh clarified that the estimated projection for the half year is not favorable but added there are six months left and they will continue to work on rate studies during that time.

Further discussion followed regarding the findings of the audit report. Councilmember Orris commented on the Stormwater fund; he asked that the Mayor and Council take a step back and look at the whole utility to see what can be done for the upcoming budget season. He then asked to clarify that as of June 30, 2022, stormwater owed the general fund \$172,000 which was the amount used from the general fund to cover expenses. Ms. Michalik explained that the stormwater fund was not generating enough cash to cover its operating and capital expenses, so it had to borrow from the general fund.

Councilmember Green asked Ms. Michalik to explain what makes up the Unassigned Balance. She said Unassigned funds include everything that does not fit into the other restricted categories. Councilmember Green said the Council should be proud that the Unassigned fund number is healthier than in years past. Mayor Tyndall added that the Council assigned the transfer of certain funds into different categories which contributes to the downward slope of non-spendable expenses.

Mayor Tyndall referred back to the Stormwater fund; he said they are trying to fix the fact that it has been closing in the red or at a loss despite fees being adopted to help the fund break even. He explained that when the fund closes at a loss, it pulls money from the general fund. Councilmember Nichols added that the numbers seem to be trending in the right direction.

Councilmember Knerr asked if it would be the opinion of PKS and Company that the Town of Berlin is on solid financial ground. Ms. Michalik said that the books and records of the Town are in good order. She added they did not have any difficulties performing the audit and received a lot of cooperation from Ms. Saleh, Senior Accountant Rondell Wise, and Fiscal Specialist Shirley White. Mr. Kleger said there is additional funding coming from COVID that will be implemented into the current fiscal year; he said this will benefit the Town as well.

Councilmember Knerr thanked Ms. Saleh and the Finance Department for their hard work in keeping the Town on track.

Vice President Burrell asked Ms. Saleh how the new software helped their preparation for the audit. Ms. Saleh said it has made their jobs a lot easier and smoother; she added they have more transparency as all information is being recorded and documented.

4. Public Hearing – Ordinance 2022-08: Text Amendment requested by the Burley Oak Brewing Company to Section 108-163(b) of the Town Code  
Mayor Tyndall opened the Public Hearing at approximately 7:42 PM.

Present at the meeting on behalf of Burley Oak Brewing Company were Burley Oak Brewing Company Attorney Mr. Mark Cropper and Chief of Operations Mr. Adam Davis. Mr. Cropper said that he submitted the text amendment by letter to the Town of Berlin on September 20, 2022. He said it is important to note that the text amendment proposed is intended to enable legislation; he added that it permits any property owner in the B2 or B3 Zoning Districts to make an application with the Board of Appeals for a special exception at which time the Board of Appeals would determine on a case-by-case basis whether a silo can be permitted as part of a brewery operation. Mr. Cropper said an advantage of the special exception is that it would give the public an opportunity after public notification to appear and either support or oppose the request, as well as express any concerns relating to the request.

Mr. Cropper distributed a handout prepared by Mr. Davis to explain more about why the request was made. Mr. Davis said the proposed silo will stand 31 and a half feet tall and approximately eight and a half feet in diameter. He explained the biggest advantage of the silo concerns employee safety; he said it would help reduce the potential for workplace injuries and accidents. He added that the number of deliveries will also decrease which he believes would help minimize the number of non-recyclable supplies they receive in addition to the number of trucks that come through the area. Mr. Davis closed his presentation by addressing concerns that he anticipated the Mayor and Council having regarding the proposal.

Councilmember Orris asked if the image displayed in the handout is what they are expecting the silo to look like; he asked if the silo would include lighting. Mr. Davis said it does not need to include lighting for functionality. Mr. Copper said that the Board of Appeals can impose conditions on the approval which includes lighting features should the special exception be granted.

Vice President Burrell asked to confirm that the Board of Appeals does not currently have the authority to grant the special exception; Town Attorney David Gaskill confirmed and said it is not a listed exception in their order. Vice President Burrell asked to confirm that the amendment being proposed would only be added as one of the possibilities for a special exception; Mr. Gaskill and Mr. Cropper confirmed.

Councilmember Knerr said the paperwork states the silo would be filled approximately ten and a half times a year; he asked if this is the only time the auger would be run. Mr. Davis said the truck would have an auger that feeds the grain up to the top of the silo; he said the auger would be attached to the base of the silo and its motor would be placed inside the building. Councilmember Knerr asked how long it takes to fill the silo; Mr. Davis said he does not know the exact answer but added he cannot imagine it taking more than one to two hours. He said the process would be done during work hours and not take place overnight or in the early morning. Councilmember Knerr asked what type of cleaning cycle the silo would need. Mr. Davis explained that he would order extra pallets once a year of the same grain that would be stored in the silo to keep operations going; however, he added that he would let the silo finish out what is being stored and empty it out at that time. He said a powder would remain once the grain has emptied, which can be disposed of into a trash can by unhooking the bottom of the silo.

Councilmember Nichols asked if the special exception could apply to other businesses in the future, specifically Forgotten 50 Distilling on Old Ocean City Boulevard. Mr. Gaskill clarified that the amendment is specific to a brewing operation and does not believe Forgotten 50 falls into that category.

Mayor Tyndall closed the Public Hearing at approximately 8:49 PM.

On the motion of Councilmember Knerr, second by Vice President Burrell, Ordinance 2022-08 Text Amendment requested by the Burley Oak Brewing Company to Section 108-163(b) of the Town Code 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				

5. Motion for Approval: 2022-21 Berlin Fire and EMS Budget Text Revision

Town Administrator Mary Bohlen explained that the language in the motion being presented was requested by the Berlin Fire Company and Emergency Medical Service. She said the version included in the meeting packet was changed; she added the signed copy is the correct version. Ms. Bohlen said the fourth line of the signed version which begins with the word “BUDGET” now includes the text “as requested by Berlin Fire Company/Emergency Medical Service.” She clarified the purpose of this is to provide the distinction between the two entities.

Mayor Tyndall stated he believed the language insertion came verbatim at the request of the Berlin Fire Company. Ms. Bohlen confirmed that it was specifically requested, however, she said she could not say it was verbatim. She continued by saying the only caveat that must be made clear regarding the request by the Fire Company and Emergency Medical Services is that there is a character limitation when data is entered into the Tyler software. She said they will do their best to have the information read exactly as they want but she prefaced it was very likely it will not contain the full number.

On the motion of Vice President Burrell, second by Councilmember Nichols, Motion 2022-21: Berlin Fire and EMS Budget Text Revision 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				

Councilmember Orris asked if D3 is still working on the webpage to get information up on the Town of Berlin site. Mayor Tyndall said yes and confirmed the page would include the breakdown of funding and an FAQ section.

Councilmember Green added that he would like to revisit the workgroup to get the conversation moving. He said the County has a task force meeting in mid-January and wanted to bring this to Council’s attention. Mayor Tyndall said they are going to determine whether the next meeting with the Fire Company should be a work session or an executive session depending on the parameters of what is to be discussed; he added that he thinks it is the best way to move forward at this time.

Ms. Saleh provided clarification that the amounts which have been budgeted for Fiscal Year 23 remain unchanged. She added that the distribution and separation of funds are requested for the contract by the Fire Company and Emergency Medical Service; she stated that those funds have already been distributed except for capital contributions. Ms. Saleh explained the Fire Company is to submit the invoice for additional staffing that the Town provided funding for, in addition to the \$125,000 for the fiscal year; she stated the language in the text revision will be changed on the budget only.

#### 6. Town Administrator's Report

Ms. Bohlen began her report by sharing updates on behalf of Department Heads that were not in attendance. She said the Planning Department has a meeting with the representatives of 7-19 North Main Street later in the week; she said the intent is to discuss the property's exterior work that is scheduled to begin after the holidays.

Ms. Bohlen brought attention to an email from the Water Department that was included in the Mayor and Council binders concerning the purchase of a system batch reactor. She said the total amount of the purchase is \$31, 136.14 and is something she is seeking action on. Councilmember Green asked if the dollars would come from the increase in hauler fees; Ms. Bohlen confirmed.

On the motion of Councilmember Green, second by Councilmember Orris, the expenditure of \$31,136.14 to come from hauler fees for a sequence batch reactor 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				

Councilmember Knerr asked if the installation would be completed in-house; Ms. Bohlen answered she believes so.

Ms. Bohlen reminded the Council of the Holiday Luncheon scheduled for Thursday, December 15<sup>th</sup>; she said most town offices will be closing at noon so staff can attend. She added that the lighting equipment for Henry Park was delivered a week in advance. She said they are moving forward with the Paypoint HR Salary Study and will be having a virtual meeting with Paypoint and Department Heads on Wednesday, December 14<sup>th</sup>. To conclude her report, Ms. Bohlen said the Public Access Channel remains down and they are working hard to fix the issue. She added that she got word from State Highway that they will be applying reflective paint to the streets following the roadwork on December 14<sup>th</sup>.

#### 7. Departmental Reports:

##### a. Electric Utility Director – Tim Lawrence

Mr. Lawrence said over the past few weeks, the Electric Department has performed meter readings and demand reads. He said they assisted with the Berlin Christmas Parade, which he said was a great success. He added they have continued with streetlight repairs and tree trimming. Mr. Lawrence said that they replaced a secondary pedestal at Decatur Street Extended and removed old anchor rods at various locations downtown, as well as continued with pole top maintenance. He said they assisted the Wastewater Department with pulling a pump for cleaning at West Street

and had some maintenance completed at the Power Plant. Lastly, Mr. Lawrence stated there is a scheduled power outage on Jefferson Street Tuesday, December 13<sup>th</sup> because of an upgrade to a transformer; he said he expects six homes to be out of power for approximately an hour and a half. He added that the lighting material for Henry Park was delivered a week in advance and expects the project to be completed ahead of schedule by the first or second week of January 2023.

Councilmember Orris asked how tall the light posts are. Mr. Lawrence said they are close to sixty feet tall; he added they are similar to the lights at the Decatur Park tennis courts. Councilmember Orris asked if the Town had the capability to change a bulb if needed; Mr. Lawrence said no, they would likely need an aerial crane with a man-lift basket to assist. Ms. Bohlen said she wanted to thank members of the Electric and Public Works Departments for their flexibility when the delivery was made. She asked Mr. Lawrence to explain how the lighting will work; he said the lights are monitored remotely by satellite and the information can be viewed via an application program. He added that if a bulb goes out, the lighting company will contact him and provide the details. Mr. Lawrence asked what time the Council would like the lights to turn off. Ms. Bohlen clarified that an amendment must be made to the ordinance as its language only addresses the hours for the tennis courts; she said the tennis court lights currently turn off at 11 PM.

Mayor Tyndall asked if the application program Mr. Lawrence referred to will monitor the usage of the lighting; Mr. Lawrence confirmed. He continued by saying the basketball courts are next to a housing project and residents may not want the lights on at 11 PM. Ms. Bohlen stated that the neighborhood survey done at the start of the project listed a preferred turnoff time as 10 PM; she added that it would be best to have the revised ordinance to amend the open hours for the basketball courts in place for Council approval before the project concludes. Mayor Tyndall suggested that a notice be posted at Henry Park to make residents aware that the Public Hearing will be held to discuss the ordinance and recommended that the information also be provided to the property owners that would be directly impacted by the lighting.

**b. Police Chief – Arnold Downing**

Chief Downing began his report by acknowledging the success of the Christmas Parade and Tree Lighting; he said credit should be given to Ms. Wells and Allison Early for their coordination. He also thanked Pocomoke City, Ocean City, Worcester County Fire Police, and the Worcester County Sheriff's Office for their help at the events. He said he had several meetings over the last couple of weeks, one including a retreat with the Maryland Municipal League (MML) Board of Directors in Baltimore. Chief Downing explained that the MML is currently pushing for legislation that allows each municipality to have the option of having its own Police Accountability Boards, Charging Committees, and Trail Boards. He added Lieutenant Lawson reviewed First Amendment Training with Town Hall staff and Department Heads. Chief Downing ended his report by informing the Council that they finished the background checks for two candidates, and they have been offered employment with the Town of Berlin.

Vice President Burrell asked how many vacancies the Police Department would have after the onboarding of the two new candidates is complete. Chief Downing said they currently have one officer out on medical leave, and they are trying to determine how that will be handled going forward; Human Resources Director Kelsey Jensen said that the Council authorized the hire for two positions, but currently one true vacancy remains.

Councilmember Nichols asked if either of the new hires are bilingual; Chief Downing confirmed.



## c. Finance Director - Natalie Saleh

Ms. Saleh reported that the audit is finished. She said they have discussed the upcoming budget schedule internally and will present it once the details are finalized for Fiscal Year 24. Ms. Saleh stated they are working on the Electric Rate Study with Booth and Associates; she added they will be going to the annual ACA hearing on December 19<sup>th</sup> to learn more about the reconciliation of the monthly rates for the past twelve months. She explained that the department continues to work on journal entries, bank reconciliations, debt payments, and financial highlights that will be presented at the Council Meeting on January 9, 2023.

## d. Public Works Director – Jimmy Charles

Mr. Charles highlighted the success of the Berlin Christmas Parade; he said his department helped with the setup and breakdown of the event. He provided a reminder of the upcoming holiday trash schedule; he explained that trash pickup on Friday, December 23<sup>rd</sup> will be done on Thursday, December 22<sup>nd</sup>, and Monday, December 26<sup>th</sup>'s recycling collection will take place on Tuesday, December 27<sup>th</sup>. He said they collected 1.4 tons of waste because of the Yard Waste pickup on December 7<sup>th</sup>; he added the next pickup is scheduled for Wednesday, December 14<sup>th</sup>. Mr. Charles closed his report by acknowledging that one of his employees, Adam Paul, passed his Maryland Pesticide and Safety Certification Course. He said it is very valuable for the Town to have qualified technicians in vegetation control. He said he will continue to monitor the line painting project throughout the week to make sure State Highway is getting it done.

Mayor Tyndall said it may be beneficial to apply reflective line painting to Seahawk Road. Mr. Charles said they have been looking at that over the past few months and have just received a contract with State Highway to paint the streets of Berlin, which he said includes the Town of Berlin portion of Seahawk Road.

## e. Human Resources Director – Kelsey Jensen

Ms. Jensen mentioned that two offers were accepted from the Police Department; she added that they made an offer for the Spray Site operator position and said there are four interviews scheduled on Wednesday, December 14<sup>th</sup> for the Electric Line Worker Apprentice position. She stated they have received several applications to be considered for the Mayor's Assistant/Public Information Officer position and they are continuing to move forward with the Paypoint HR Wage Compensation and Classification Study. She noted that the one-time payments were run and will be distributed to staff on Friday, December 16<sup>th</sup>. Ms. Jensen said she met with Mr. Lawrence to review the positions he has available and had an additional meeting with Ms. Bohlen and the Mayor to go over succession planning for the Electric Department. She mentioned that the First Amendment Audit training was held in Town Hall on December 7<sup>th</sup> and conducted by Lieutenant Lawson; she added that she and Administrative Assistant Kate Daub attended the quarterly Maryland Municipal Clerks Association meeting on Thursday, December 8<sup>th</sup> and the audit was a topic of discussion. She said she was awarded a scholarship by the Association to attend the Region Two Conference in January 2023; Ms. Jensen said she and Ms. Daub will both be attending.

Vice President Burrell asked how many vacant employment positions remain townwide; Ms. Jensen answered about six. Vice Present Burrell asked how many announcements of retirement the Town has received; Ms. Jensen said there is one in the Electric Department but says she anticipates two to three more. Mayor Tyndall commented on how proactive Mr. Lawrence has been in the way he has structured the Electric Department for potential staffing changes. Mr. Lawrence said he has put a succession plan in place for the past three or four years to help staff better understand their duties. Ms. Jensen added that retention is very

important because it allows the Town to retain staff that has gained valuable on-the-job training.

f. Administrative Assistant – Kate Daub

Ms. Daub reminded the Mayor and Council of the Holiday Luncheon on Thursday, December 15th. She emphasized the need for additional side dishes and party supplies.

8. Comments from the Council

Vice President Burrell extended season wishes to the Council and all Town employees. He congratulated Ms. Saleh and her staff for the clean audit report.

Councilmember Knerr wished everyone a Merry Christmas and a Happy New Year.

Councilmember Nichols said she feels that 2022 was a good year for the Town of Berlin; she added that staff has done a phenomenal job maintaining the status of the Town and keeping Berlin a highly sought-after place to visit on the Eastern Shore. She asked to confirm the dates of the Christmas Tree Curbside Pick Up. Ms. Bohlen answered it is scheduled for January 4<sup>th</sup> and January 11<sup>th</sup>, 2023.

Councilmember Orris said he would like to echo the comments of his colleagues and wished everyone a Merry Christmas and a safe New Year.

9. Comments from the Mayor

Mayor Tyndall recognized the success of the Berlin Christmas Parade and thanked all those that helped throughout the event. He wished everyone a Merry Christmas and Happy New Year.

10. Comment from the Public – none.

11. Comments from the Press – none.

12. Adjournment:

On the motion of Vice President Burrell, second by Councilmember Knerr, the Mayor, and Council meeting was adjourned at approximately 9:00 PM.

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

Respectfully Submitted,

*Kate Daub*

Kate Daub  
Administrative Assistant



## ORDINANCE 2023-01

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE TOWN OF BERLIN, MARYLAND, A MARYLAND MUNICIPAL CORPORATION, AMENDING CHAPTER 22, PARKS AND RECREATION, ARTICLE III, SECTION 22-48, HOURS AND SECTION 22-49, RULES AND REGULATIONS.

BE IT ENACTED BY THE MAYOR AND COUNCIL OF THE TOWN OF BERLIN THAT CHAPTER 22, ARTICLE III, SECTIONS 22-48 AND 22-49 BE AMENDED AS FOLLOWS:

### Sec. 22-48. - Hours.

The public parks in the town shall not be occupied, except as hereinafter set forth, between the hours of one-half hour after sundown to one-half hour before sunrise in each day. **THE SPECIFIC FACILITIES NAMED BELOW SHALL BE PERMITTED TO BE IN USE AFTER SUNDOWN AS SPECIFIED:**

**(1) The lighted tennis courts and handball courts located in the Stephen Decatur Park shall be permitted to be used after sunset up to and including the hour of 11:00 p.m. Any play on said courts after the hour of 11:00 p.m. and prior to sunrise shall be prohibited.**

**(2) THE BASKETBALL COURTS LOCATED IN THE DR. WILLIAM HENRY PARK SHALL BE PERMITTED TO BE USED AFTER SUNSET UP TO \_\_\_\_\_ PM. ANY PLAY ON SAID COURTS AFTER \_\_\_\_\_ PM AND PRIOR TO SUNRISE SHALL BE PROHIBITED**

### Sec. 22-49. - Rules and regulations.

The rules and regulations for the use of the parks are as set forth herein:

- (1) The washing, waxing, cleaning or repairing of any type of motor vehicle shall be prohibited in the parks.
- (2) The operation and/or parking of unauthorized motor vehicles as defined herein in any area of the parks not designated as a parking area or otherwise authorized by the police department of the town or its authorized agent shall be prohibited.
- (3) All applicable provisions of chapter 4, animals, shall apply.
- (4) No motor vehicle shall be parked in the parks, whether in the parking areas or otherwise, overnight.
- (5) No mobile home or any other type of structure shall be used for sleeping in the parks, including the parking areas thereof, without permission being obtained from the Mayor and Council.
- (6) No open container of alcoholic beverages shall be possessed in any of the parks, unless explicitly approved in advance by the Mayor and Council as part of an organized special event. The organizer of said event shall be responsible for obtaining any additional permitting required by Worcester County or the State of Maryland regarding the possession, distribution/sale, and/or consumption of alcohol.
- (7) Smoking or vaping of tobacco products, medical marijuana, illegal substances or any other

substances shall be prohibited in all town owned public parks.

- (8) The following parks facilities are available for reservation upon completion of a park reservation form and by payment of associated fees as established by the Mayor and Council and detailed on the park reservation form:
- a. The pavilion at Stephen Decatur Park during regular park hours.
  - b. One or more of the tennis courts at Stephen Decatur Park during the hours as set forth in section 22-48.
  - c. The pavilion at Dr. William Henry Park during regular park hours.
  - d. One or more of the basketball courts at Dr. William Henry Park ~~during regular park hours.~~ **DURING THE HOURS AS SET FORTH IN SECTION 22-48.**

Individuals or organizations desiring to reserve these facilities must complete a reservation form as provided by the Town of Berlin and make payment of associated fees, which shall be established by the Mayor and Council and set-forth on the reservation form. Fees shall be waived only by the express permission of the Mayor and Council or, in the case of reservation by a certified non-profit agency or organization, by the town administrator upon request and with verification of non-profit status.

Reservation of the above facilities takes precedence over any other use. If no prior reservation of any of the above-named facilities exists, all facilities are available on a first-come-first-served basis.

- (9) Organizers of special events shall file a special event application and any associated documents as appropriate a minimum of 60 days prior to the scheduled event. Such application shall be subject to review and approval by the Mayor and Council.
- (10) Special events must be free to all attendees unless a business use of park form, along with all other appropriate documentation, has been submitted and explicitly authorized by the Mayor and Council.

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

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

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

This Ordinance was approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_ by the Mayor of the Town of Berlin and was therefore effective twenty (20) calendar days later on the

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

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

ATTEST:

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



**MOTION OF THE MAYOR AND COUNCIL 2023-01**

A Motion of the Mayor and Council of the Town of Berlin authorizing AMENDMENTS TO THE PURCHASING POLICY as attached.

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

## PURCHASING POLICY

### 1. INTRODUCTION

This policy is intended to provide the guidance, requirements and procedures necessary for the conduct of purchasing activities for the Town of Berlin. The policy is designed to:

- a) Encourage maximum competition through fair and equal opportunity to those qualified and interested bidders;
- b) Provide a uniform procedure for the procurement of material, equipment, supplies, and services;
- c) Ensure that the taxpayers are getting the “best overall value” for their dollars;
- d) Promote transparency by requiring additional reporting to the Mayor, Council and the public;
- e) Foster green purchasing that considers materials (including energy and water to manufacture products), production, packaging/distribution, and distance of transport; and
- f) Ensure the purchase of recycled and other environmentally preferable products whenever practicable.

### 2. PURCHASING PROCEDURES

- a) Purchase orders shall be issued prior to purchase unless:
  - i. the purchase is made by Credit Card, or
  - ii. the purchase is one of the following:
    - 1. Administrative payroll and health care fees
    - 2. Debt related transactions
    - 3. Utility services
    - 4. Oil and gasoline purchases
    - 5. Telephone and internet services
    - 6. Annual fire inspections
    - 7. Employee reimbursements or per diem advances
    - 8. Landfill charges
    - 9. Planning and building inspections
    - 10. Park fee refunds
    - 11. An annual agreement of over \$10,000.01 as approved by motion of the Mayor and Council
    - ~~10-12.~~ A specific purchase or contract identified in the detail of a line item of the annual budget and approved with the adoption of the budget
- b) All purchases require prior approval of the Department Director.
- c) Additional approval authority is required as follows:
  - i. Purchases valued at \$5,000 or less – Department Director
  - ii. Purchases valued at \$5,000.01 to \$10,000 – Town Administrator

- iii. New purchases<sup>1</sup> or purchases valued at \$10,000.01 and higher - Town Council as indicated below:-
  - 1. Approval shall be made publicly during a Regular Meeting of the Mayor and Council; or
  - ~~iii.2.~~ Approval shall be by poll vote of the Council if purchase is considered an emergency or if other timing factors make approval at a Regular Meeting impractical. If approved by poll vote, such approval shall be announced at the next Regular Meeting of the Mayor and Council.
- d) Blanket purchase orders should be used for contracts related to professional services and construction, as well as recurring purchases from the same vendor.
- e) Town issued credit cards are:
  - i. Limited to the following positions:
    - 1. Town Administrator
    - 2. Department Directors
    - 3. Superintendents, with the approval of the Department Director
    - 4. Administrative Assistant in Town Hall
  - ii. Subject to the following financial limits:
    - 1. Town Administrator - ~~\$5,000~~10,000
    - 2. Department Directors - \$5,000
    - 3. Superintendents and ~~Town Hall~~designated Administrative Assistant(s) - \$1,500
  - iii. Encouraged for purchases under \$500.
- f) Sustainability factors for incorporation when writing specifications for, or procuring, materials, products, or services.
  - i. Environmental factors to consider include: toxicity, waste generation, greenhouse gas emissions, energy consumption, and depletion of natural resources.
  - ii. Social factors to consider are human health impacts, use of local businesses, and use of State of MD Minority, Women, and Emerging Small Businesses.
  - iii. Fiscal factors include: use reduction (buy only what you really need), product performance and quality, life cycle cost assessment, leveraging buying power, and long term financial/market changes.
  - iv. Some of the factors considered when determining the “best overall value” are:

<sup>1</sup> The Town recognizes the following categories of expenditures: routine, ongoing operations, emergency, budgeted purchases and new purchases. New purchases are considered goods or services that have not been purchased before and do not hinder the Town's ability to deliver services to citizens or hinder day to day operations. Based on this definition, new purchases made by the Town in the past several years would be limited to the Power Town display.

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- Price
- Quality
- Warranty
- Service
- Availability
- Past Performance with Town of Berlin
- References

g) Reports shall be provided as follows:

- i. Staff will provide a weekly check report to the Mayor and Council including the date, name of vendor, PO number, description of the purchase and amount.
- ii. Staff will provide a check run report for the Mayor and Council's review as part of the Council meeting packet at least once a month.

V. **COMPETITIVE BIDDING REQUIREMENTS** – The Department Directors are responsible for ensuring that the Town staff members follow best practices that comply with the policies and procedures. The Town Administrator shall be responsible for dissemination and enforcement of the policy as well as its incorporation into routine training sessions.

- a. **Under \$1,000:** Department Directors are encouraged to do whatever is practical to secure competitive pricing from multiple sources.
- b. **Between \$1,000 and \$5,000:** Quotes should be attached to the purchase order.
- c. **Between \$5,000.01 and \$10,000:** Informal bids from at least three sources must be obtained. Bids should be documented by written quotations from vendors. This documentation should be attached to the purchase order.
- d. **Over \$10,000:** The formal sealed bid is used for major purchases. An invitation to bid must be publicly advertised in the legal paper of record at least fourteen (14) days prior to the date set for opening. Bid specifications require the approval of the Town Administrator. Formal bids must be received, in sealed envelopes by a posted deadline. Original signatures are required; email submissions are not allowed.

All bids shall be opened ~~before the~~ publicly at a date, time and place designated in the bid request. The ~~Town Administrator, Public Works Director, Finance Director, Administrative Service Director~~ appropriate Department Head, or their designee shall open all bids ~~under dual control~~ with at least one other member of staff or other representative (such as an independent

consultant) present, at which time the submitting bidders' names and bid amounts shall be read aloud and recorded. Late bids will not be accepted.

If at least three bids are not received the Town Administrator may require a re-bid.

An invitation to bid, request for proposal, or other solicitation may be canceled, or any or all bids or proposals may be rejected, in whole or part, when it is in the best interest of the Town. For example, the Town will not consider bids from a vendor who has an overdue balance on a Town account. The reason for the rejection shall be made part of the formal bid file.

The Town at any time, in its discretion, may employ its own forces for the construction or reconstruction of public improvements without advertising for or re-advertising for or receiving bids.

Upon obtaining the prior approval of the Council, the Town, acting through the Mayor and Town Administrator may enter into the following contracts without solicitation of competitive bids:

1. Contracts of lease or purchase of real estate.
2. Contracts of lease or purchase of motor vehicles.
3. Accounting service contracts.
4. Insurance contracts.
5. Architectural services contracts.
6. Engineering services contracts.
7. Surveying services contracts.
8. Legal services contracts.
9. Computer hardware and software contracts.
10. Interior design and decorating contracts.

#### **VI. PROFESSIONAL SERVICE CONTRACTS**

The Request for Proposal (RFP) or Request for Qualifications (RFQ) process is used. The proposal includes a scope of work and a cost proposal.

The RFP/RFQ must be:

- Approved by the Town Administrator,
- In writing and
- Posted in the Town's official posting place, and publicly advertised in the legal paper of record at least fourteen (14) days prior to the date set for opening.

Proposals shall be opened publicly at a date, time and place designated in the bid request. The appropriate Department Head, or their designee shall open all proposals with at least one other member of staff or other representative (such as an independent consultant) present, at which time the submitting proposers' names shall be read aloud and recorded before the public at a date, time and place designated in the RFP/RFQ. ~~All proposals shall be opened under dual control by the Town Administrator, Public Works Director, Finance Director (or their designee) and other pertinent Town staff.~~ The proposals shall be analyzed (based upon the "best overall value" to the Town) and documented including staff recommendation. Award shall be made by the Town Administrator or the Town Council based on the dollar limits described in this policy.

#### **VII. PUBLIC AUCTION**

With the approval of the Town Administrator, purchases may be made through public auction. The Department must provide to the Town Administrator in writing, quotes from like products in order to provide a realistic price comparison. Upon receiving this information, and verifying budget availability, written authorization indicating the amount "not to exceed" may be granted allowing the department head or their designee to attend the auction and bid on that particular product.

If a purchase is made through a public auction, all documentation must be retained and submitted to the Finance Department.

#### **VIII. EMERGENCY PROCUREMENTS**

Emergency procurements may be made when a threat exists to public health, welfare or safety, provided that such emergency procurement shall be made with such competition as is practical under the circumstances.

In case of an emergency requiring immediate purchase of materials, supplies, equipment or services, the Town Administrator hereby authorizes the Department Heads to approve such emergency purchase if the situation permits. The Town Administrator shall be notified as soon as possible as to the emergency and the associated purchases. A written determination for the basis of the emergency and for the selection of the particular contractor or vendor shall accompany the purchase order. As soon as is practicable, standard purchasing procedures will be reinstated.

#### **IX. ARTIFICIAL DIVISION PROHIBITED**

Purchases shall not be artificially divided so as to create lower purchase amounts and therefore avoid some requirements of this policy. Whether or not a proposed purchase constitutes artificial division shall be determined by the Town Administrator.

**X. EXCEPTIONS**

Exceptions to the policy will be determined on a case-by-case basis by the Town Administrator.

**XI. ETHICS IN PUBLIC PURCHASING AND CONTRACTING**

All purchases and contracts are subject to the Town's Code of Ethics.

**XII. PURCHASING FROM VENDORS/OTHERS IN ARREARS.**

In addition to bids not being accepted from vendors or others whose accounts with the Town are overdue, general, purchases shall not be made from vendors or others whose payable accounts with the Town are in arrears. This can include, but is not necessarily limited to: A) Utilities; B) Real or Personal Property Taxes (including those collected by others on behalf of the Town); Trash Collection; D) Other miscellaneous payables.

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## APPENDIX A: DEFINITIONS

~~“Biodiversity”: the total diversity of all organisms and ecosystems at various spatial scales (genes, populations, species, ecosystems, and biomes). Biodiversity is often used as a measure of the health of biological systems.~~

“Environmentally Preferable”: products or services that have a lesser or reduced effect on human health and the environment when compared with competing products or services that serve the same purpose. This comparison may consider raw materials acquisition, production, manufacturing, packaging, distribution, reuse, operation, maintenance, or disposal of the product or service.

~~“Life Cycle Assessment or Life Cycle Analysis (LCA)”: the comprehensive examination of a product’s environmental and economic effects throughout its lifetime including new material extraction, transportation, manufacturing, use, and disposal.~~

“Life Cycle Cost Assessment (LCCA)”: the comprehensive accounting of the total cost of ownership, including initial costs, energy and operational costs, longevity and efficacy of service, and disposal costs.

~~“Sustainable Procurement”: purchasing materials, products, and services in a manner that integrates fiscal responsibility, social equity, and community and environmental stewardship.~~

“Toxicity”: the quality, relative degree, or specific degree of being toxic or poisonous.

**Commented [MB1]:** Deleted terms not used elsewhere in the policy.



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12. A specific purchase or contract identified in the detail of a line item of the annual budget and approved with the adoption of the budget
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“Life Cycle Cost Assessment (LCCA)”: the comprehensive accounting of the total cost of ownership, including initial costs, energy and operational costs, longevity and efficacy of service, and disposal costs.

“Toxicity”: the quality, relative degree, or specific degree of being toxic or poisonous.



# **MOTION OF THE MAYOR AND COUNCIL 2023-02**

A Motion of the Mayor and Council of the Town of Berlin to SUPPORT THE FUTURE USE OF THE LOCAL IMPACT GRANT (OCEAN DOWNS CASINO) FUNDS TO COVER THE ADDITIONAL COSTS OF FUNDING THE LAW ENFORCEMENT OFFICERS PENSION SYSTEM (LEOPS) for Town of Berlin municipal law enforcement officers actively employed beginning July 1, 2023 and hired thereafter.

The Mayor and Council recognize the current challenges that exist in recruiting and retaining law enforcement officers and understand that an investment in our human capital by adding a LEOPS benefit for our law enforcement officers will have a positive impact on public safety within the Town of Berlin.

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 2023-03**

A Motion of the Mayor and Council of the Town of Berlin to TRANSFER FROM UNASSIGNED GENERAL FUND BALANCE monies identified in the Financial Audit for Fiscal Year 2022 TO ASSIGNED GENERAL FUND BALANCE as follows:

- One Million Dollars (\$1,000,000) to Capital Reserves Fund allocated to:
  - \$500,000 toward Town Hall Renovations
  - \$400,000 toward a new Public Works facility
  - \$100,000 toward future general fund capital projects
- Stabilization Reserve Fund
  - \$166,000

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

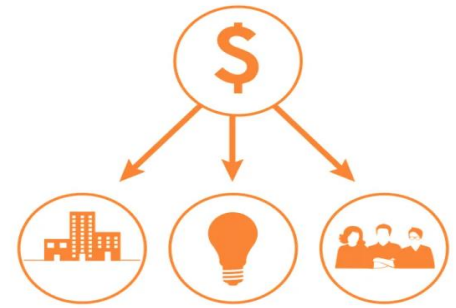


# Town of Berlin, Maryland

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## **FY 2023 FIRST QUARTER FINANCIAL OVERVIEW**

# General Fund



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**The General Fund is the general operating fund of the Town.**

**General Fund** – used to account and report all the financial resources not accounted for and reported in other funds. It includes all transactions for general governmental services.

Revenues are derived primarily from:

- Taxes, grants, licenses and permit fees, intergovernmental revenues (highway user revenue, slots revenue).

Resources generated by fund are spent for general government and in accordance with the annual appropriated budget approved by Mayor and Council.

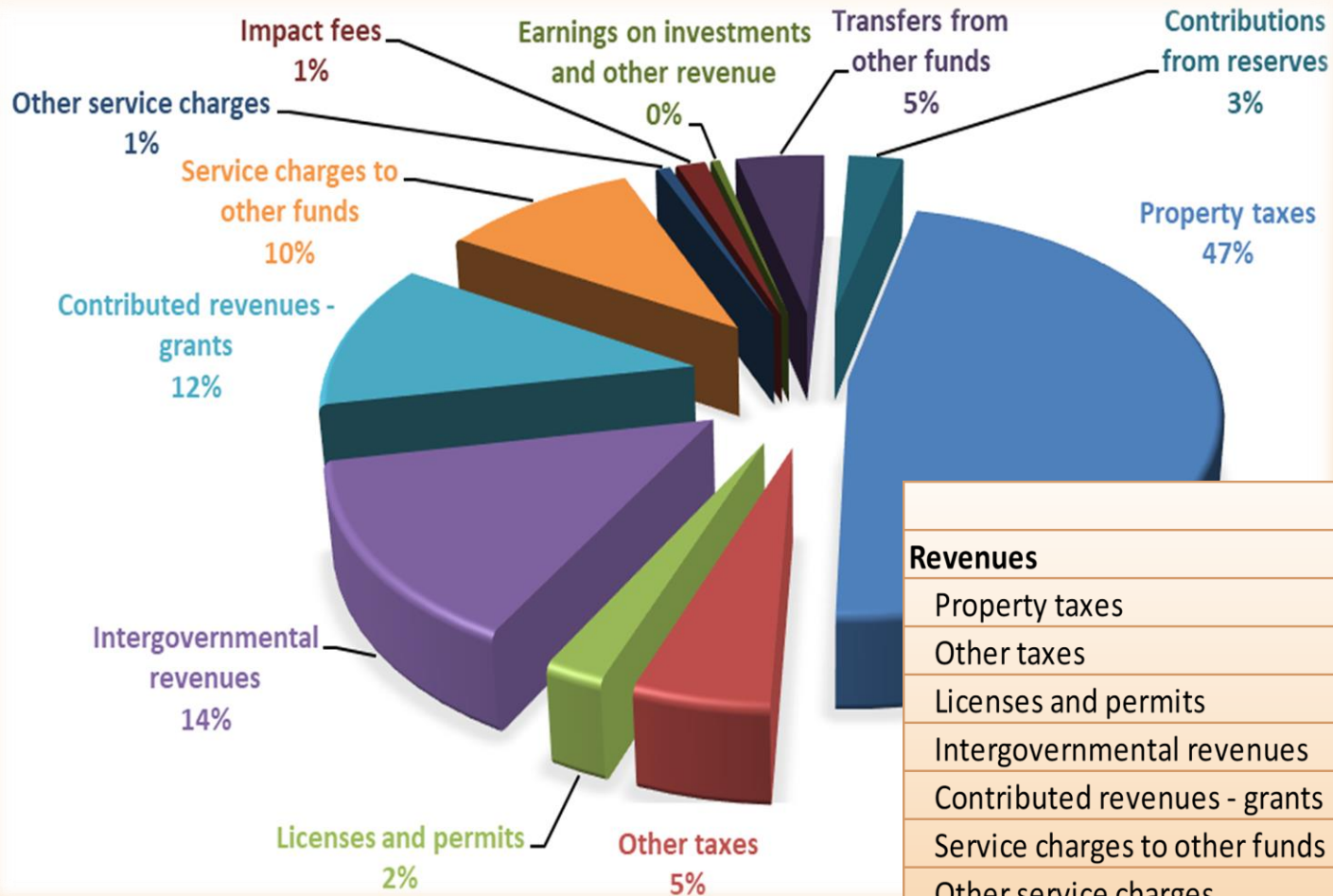


# FINANCIAL HIGHLIGHTS GENERAL FUND

## FY 2023 THREE MONTHS ENDED SEPTEMBER 30, 2022

	FY 2023						FY 2022
				July-September			Jul-Sept
	Budget		Actual	Diff \$	Diff %		Actual
<b>Revenues</b>							
Property taxes	\$ 4,244,509	\$	2,567,078	1,677,431	-40%	\$	2,624,859
Other taxes	447,000		97,538	349,462	-78%		16,587
Licenses and permits	198,000		16,384	181,616	-92%		13,306
Intergovernmental revenues	1,278,248		680,695	597,553	-47%		584,844
Contributed revenues - grants	1,055,627		-	1,055,627	-100%		2,287,136
Service charges to other funds	907,075		226,769	680,306	-75%		207,570
Other service charges	61,000		32,550	28,450	-47%		20,274
Impact fees	135,000		-	135,000	-100%		-
Earnings on investments and other revenue	39,500		13,397	26,103	-66%		15,760
Transfers from other funds	410,000		-	410,000	-100%		-
Contributions from reserves	252,950		-	252,950	-100%		-
Total revenues	\$ 9,028,909	\$	3,634,411	5,394,498	-60%	\$	5,770,336

# GENERAL FUND FY 23 BUDGETED REVENUES BY SOURCE



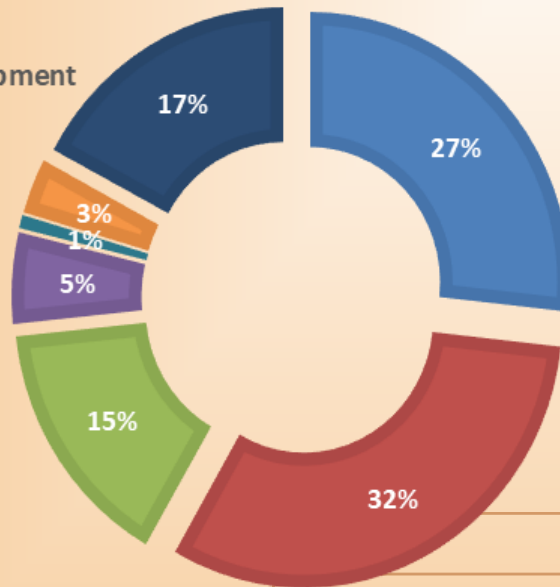
Revenues	2023 Budget	
	\$	%
Property taxes	4,244,509	47.0%
Other taxes	447,000	5.0%
Licenses and permits	198,000	2.2%
Intergovernmental revenues	1,278,248	14.2%
Contributed revenues - grants	1,055,627	11.7%
Service charges to other funds	907,075	10.0%
Other service charges	61,000	0.7%
Impact fees	135,000	1.5%
Earnings on investments and other revenue	39,500	0.4%
Transfers from other funds	410,000	4.5%
Contributions from reserves	252,950	2.8%
Total revenues	9,028,909	100.0%

**FINANCIAL HIGHLIGHTS GENERAL FUND**  
**FY 2023 THREE MONTHS ENDED SEPTEMBER 30, 2022**

	FY 2023						FY 2022
			July-September				Jul-Sept
	Budget		Actual		Diff \$	Diff %	Actual
<b>Expenditures</b>							
General government	2,413,735		377,024		2,036,711	-84%	343,105
Public safety	2,851,412		986,508		1,864,904	-65%	732,066
Public works	1,360,308		286,030		1,074,278	-79%	214,361
Planning and community development	486,304		56,652		429,652	-88%	93,720
Recreation and parks	70,210		23,506		46,704	-67%	25,377
Debt service	294,845		11,001		283,844	-96%	11,714
Capital outlay	1,552,095		112,894		1,439,201	-93%	335,213
Total expenditures	\$ 9,028,909	\$	1,853,615		7,175,294	-79%	\$ 1,755,556
<b>Net change in fund balance as of 09/30/22</b>	\$	\$	1,780,796				\$ 4,014,780

# GENERAL FUND FY 23 BUDGETED EXPENSES BY CATEGORY

- General government
- Public safety
- Public works
- Planning and community development
- Recreation and parks
- Debt service
- Capital outlay



## Expenditures

	2023 Budget	
	\$	%
General government	2,413,735	26.7%
Public safety	2,851,412	31.6%
Public works	1,360,308	15.1%
Planning and community development	486,304	5.4%
Recreation and parks	70,210	0.8%
Debt service	294,845	3.3%
Capital outlay	1,552,095	17.2%
Total expenditures	9,028,909	100.0%

**CHANGES IN GENERAL FUND BALANCE  
FY 2023 THREE MONTHS ENDED SEPTEMBER 30, 2022**

			<b>FY 2023</b>		<b>FY 2022</b>
			<b>Actual</b>		<b>Actual</b>
<b>Fund balances, end of September</b>					
Nonspendable (due to/due from other funds)		\$	1,684,137	\$	1,684,137
Restricted (slots)			150,200		96,692
Committed (impact fees, debt reduction, disaster recovery)			1,499,434		802,857
Assigned (insurance, police forfeiture, stabilization and community center)			2,212,495		931,948
Unassigned			1,780,796		1,643,276
<b>Total fund balances, end of September</b>		\$	<b>7,327,062</b>	\$	<b>5,158,910</b>

# General Fund Balance

Nonspendable fund balance - amounts that cannot be spent because they are either not in a spendable form (such as inventories and prepaid amounts) or are legally or contractually required to be maintained intact.

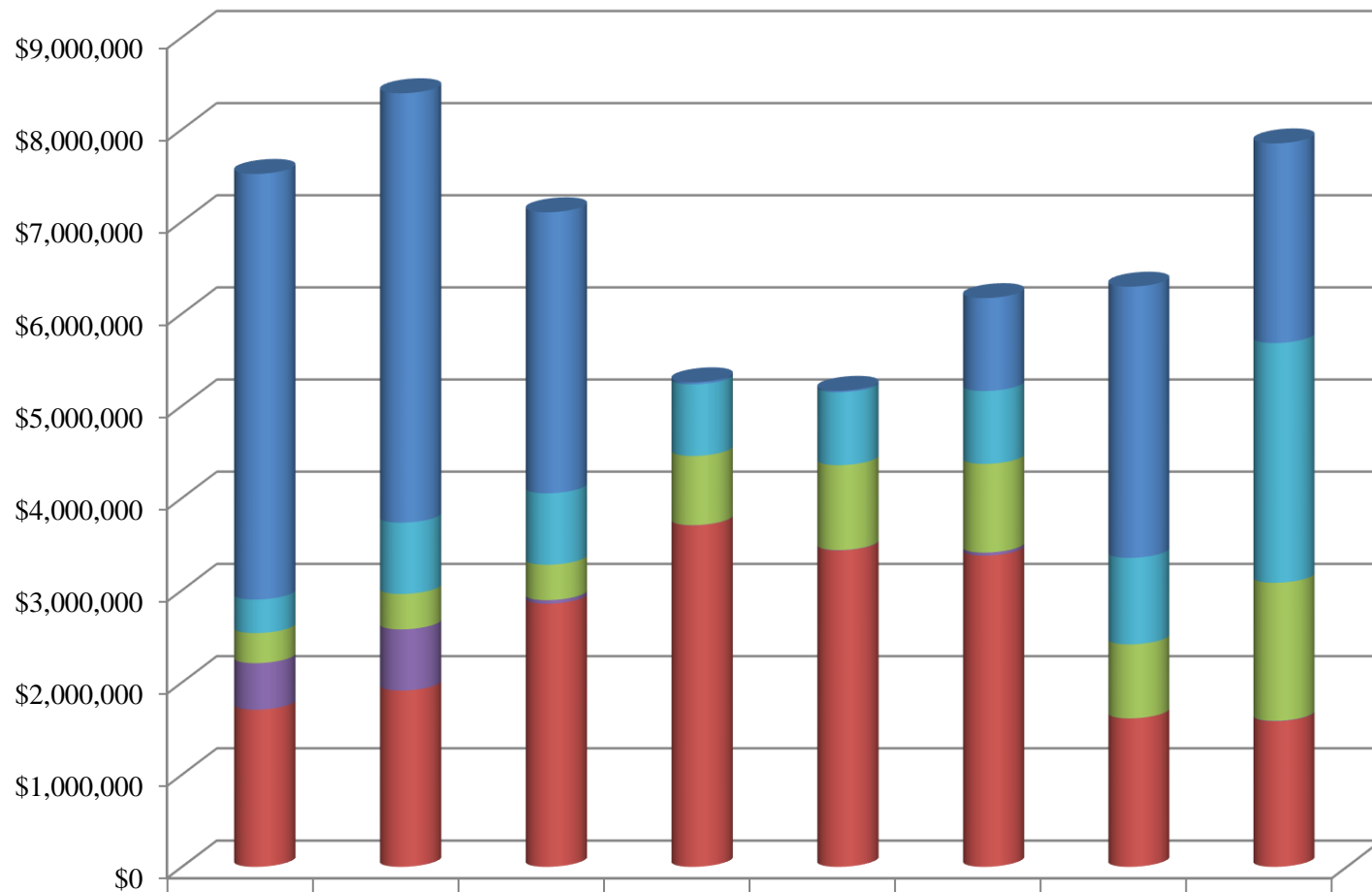
Restricted fund balance - amounts that can be spent only for specific purposes because of constraints imposed by external providers (such as grantors, bondholders, and higher levels of government), or imposed by constitutional provisions or enabling legislation.

Committed fund balance - amounts that can be spent only for specific purposes determined by a formal action of the Mayor and Council.

Assigned fund balance - amounts the Mayor and Council intend to use for specific purposes that do not meet the criteria to be classified as restricted or committed.

Unassigned fund balance - amounts that are available for any purpose; these amounts can be reported only in the Town's General Fund.

# GENERAL FUND BALANCES FISCAL YEARS 2015-2022



	2015	2016	2017	2018	2019	2020	2021	2022
■ Unassigned	4,618,214	4,659,485	3,049,111	21,927	15,782	1,008,044	2,941,969	2,166,752
■ Assigned (Health,Comm.Cntr,Stabilization, Police,Capital Reserve)	363,843	773,305	775,247	777,201	790,676	791,005	938,602	2,600,983
■ Committed (Impact fees,Debt Reduction, Disaster Recovery)	325,810	383,769	383,769	750,414	921,293	961,743	802,215	1,496,878
■ Restricted (Local Impact Grant-Ocean Downs)	505,721	663,568	39,082	2,407	4,233	32,886	1,277	4,587
■ Nonspendable (Due from other funds)	1,703,469	1,912,242	2,853,376	3,703,396	3,430,930	3,375,304	1,609,137	1,579,137

## GENERAL FUND BALANCE OS OF JUNE 30, 2022

■ **Nonspendable** \$ 1,579,137

Due from Sewer and Storm Water Funds-reduced by half in FY'21

■ **Restricted** 4,587\*

Slot revenues – limitations on how monies can be spent by higher level of government. \*Balance as of 06/30/2022

■ **Committed** 1,496,878

Impact fees, debt reduction, disaster recovery – limitations on how monies can be spent placed by M&C by ordinance.

■ **Assigned** 2,600,983

Health care, community center, police forfeiture, stabilization reserve, capital reserve – M&C assigned specific purposes for the funds.

■ **Unassigned** 1,579,137

Amount available for spending in the event of unexpected contingencies.

**Total fund balance , end of June 30, 2022** **\$ 7,848,337**



# General Fund Capital Projects and Assets FY 2023 as of September 30, 2022

<b>Police Department:</b>			
	Duty Handguns		\$ 2,571
<b>Streets:</b>			
	Streets and Paths Paving		\$ 106,342
<b>Parks and Recreation:</b>			
	Playground Equipment		\$ 2,981
	Stephen Decatur Comfort Station		\$ 1,000



**FINANCIAL HIGHLIGHTS ELECTRIC FUND**  
**FY 2023 THREE MONTHS ENDED SEPTEMBER 30, 2022**

	<b>2023</b>					<b>2022</b>
			July-September			Jul-Sept
	Budget		Actual	Diff \$	Diff %	Actual
Revenues						
Operating revenues						
Charges for services	\$ 5,725,570	\$	1,192,835	4,532,735	-79%	\$ 911,918
Sales and Services	413,500		17,589	395,911	-96%	12,136
Interest on delinquent accounts	25,000		4,915	20,085	-80%	8,034
Miscellaneous	210,600		20	210,580	-100%	56
Total operating revenues	\$ 6,374,670	\$	1,215,359	5,159,311	-81%	\$ 932,144
Operating expenses						
Purchased power	2,516,135		898,792	1,617,343	-64%	600,047
Personnel expenses	1,170,780		311,190	859,590	-73%	260,522
Supplies and operating	692,795		99,620	593,175	-86%	78,968
Professional services	270,000		9,346	260,654	-97%	27,367
Contracted services	79,570		4,194	75,376	-95%	1,640
Insurance	26,965		25,468	1,497	-6%	23,200
Repairs and maintenance	49,000		6,671	42,329	-86%	8,026
General overhead	400,450		100,113	300,337	-75%	97,889
Debt service	473,075		30,917	442,158	-93%	30,620
Capital outlay	695,900		17,390	678,510	-98%	1,244
Total operating expenses	\$ 6,374,670	\$	1,503,701	4,870,969	-76%	\$ 1,129,523
Operating income (loss) as of 09/30/22	\$ -	\$	(288,342)			\$ (197,379)

**Electric Fund  
Capital Projects  
and Assets  
FY 2023 as of  
September 30,  
2022**

**Power Plant:**

Transformers 167 KVA

\$ 17,390



**FINANCIAL HIGHLIGHTS WATER FUND**  
**FY 2023 THREE MONTHS ENDED SEPTEMBER 30, 2022**

	FY 2023						FY 2022
			July-September				Jul-Sept
	Budget		Actual	Diff \$	Diff %		Actual
Revenues							
Operating revenues							
Water service	\$	725,000	\$	137,717	587,283	-81%	\$ 131,404
Service charges		29,000		3,923	25,077	-86%	5,576
Special connection fees		442,500		-	442,500	-100%	-
Sales and Services		20,000		15,729	4,271	-21%	117
Contributed revenues - grants		1,704,990		-	1,704,990	-100%	-
Interest on delinquent accounts		7,100		2,244	4,856	-68%	2,223
Miscellaneous		167,500		12,985	154,515	-92%	12,920
Total operating revenues	\$	3,096,090	\$	172,598	2,923,492	-94%	\$ 152,240
Operating expenses							
Personnel expenses		384,150		73,052	311,098	-81%	80,738
Supplies and operating		173,991		40,023	133,968	-77%	31,341
Contracted services		44,000		2,329	41,671	-95%	4,398
Insurance		11,265		11,012	253	-2%	9,640
Repairs and maintenance		501,600		43,676	457,924	-91%	46,089
General overhead		156,094		39,023	117,071	-75%	41,765
Capital outlay		1,824,990		1,534	1,823,456	-100%	23,368
Total operating expenses	\$	3,096,090	\$	210,649	2,885,441	-93%	\$ 237,339
Operating income (loss) as of 09/30/22	\$	-	\$	(38,051)			\$ (85,099)

# FINANCIAL HIGHLIGHTS SEWER FUND

## FY 2023 THREE MONTHS ENDED SEPTEMBER 30, 2022

	FY 2023						FY 2022
			July-September				Jul-Sept
	Budget		Actual	Diff \$	Diff %		Actual
Revenues							
Operating revenues							
Sewer service	\$ 2,000,000	\$	409,386	1,590,614	-80%	\$	381,673
Service charges	104,000		17,317	86,683	-83%		17,423
Special connection fees	1,226,100		-	1,226,100	-100%		-
Sales and Services	1,000		-	1,000	-100%		-
Hauler fees	150,000		201,859	(51,859)	35%		175,855
Contributed revenues - grants	1,000,000		0	1,000,000	-100%		-
Interest on delinquent accounts	11,000		6,445	4,555	-41%		6,612
Miscellaneous	3,100		14	3,086	-100%		-
Total operating revenues	\$ 4,495,200	\$	635,021	3,860,179	-86%	\$	581,563
Operating expenses							
Personnel expenses	818,895		213,721	605,174	-74%		188,723
Supplies and operating	539,275		95,511	443,764	-82%		75,370
Contracted services	43,200		10,184	33,016	-76%		16,965
Insurance	24,055		23,152	903	-4%		20,600
Repairs and maintenance	115,125		40,163	74,962	-65%		6,739
General overhead	346,050		86,513	259,537	-75%		67,916
Debt service	560,500		53,290	507,210	-90%		53,953
Capital outlay	1,000,000		1,743	998,257	-100%		1,400
Total operating expenses	\$ 3,447,100	\$	524,277	2,922,823	-85%	\$	431,666
Contribution to capital reserve	648,100		-				-
Transfers to general fund	400,000		-				-
Operating income (loss) as of 09/30/22	\$ -	\$	110,744			\$	149,897

## WATER & SEWER FUNDS CAPITAL PROJECTS, ASSETS FY 23 AS OF SEPTEMBER 30, 2022

### Water Fund

#### Distribution:

Branch Street Well	\$ 1,374
Smart Metering Project	\$ 160

### Sewer Fund

#### Collection:

William St. Pump Station	\$ 1,583
Broad St. Lift Station	\$ 160





**FINANCIAL HIGHLIGHTS STORM WATER FUND**  
**FY 2023 THREE MONTHS ENDED SEPTEMBER 30, 2022**

	FY 2023						FY 2022
			July-September				Jul-Sept
	Budget		Actual		Diff \$	Diff %	Actual
Revenues							
Operating revenues							
Service charges	\$ 184,600	\$	34,418		150,182	-81%	\$ 33,384
Contributed revenues - grants	288,000		-		288,000	-100%	110,000
Interest on delinquent accounts	700		205		495	-71%	173
Miscellaneous	50		14		36	-72%	-
Total operating revenues	\$ 473,350	\$	34,637		438,713	-93%	\$ 143,557
Operating expenses							
Personnel expenses	116,100		22,504		93,596	-81%	25,708
Supplies and operating	35,520		3,516		32,004	-90%	4,718
Professional services	22,000		-		22,000	-100%	4,693
Contracted services	5,980		4,311		1,669	-28%	129
Insurance	1,265		1,584		(319)	25%	1,200
General overhead	4,485		1,121		3,364	-75%	-
Capital outlay	288,000		9,408		278,592	-97%	-
Total operating expenses	\$ 473,350	\$	42,444		430,906	-91%	\$ 36,448
Operating income (loss) as of 09/30/22	\$ -	\$	(7,807)				\$ 107,109

**Storm Water  
Fund  
Capital Projects  
and Assets  
FY 2023 as of  
September 30,  
2022**

**Storm Water:**

Washington St. Storm Drain Replacement      \$ 9,408





# In Conclusion ...

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**Questions?**  
**Comments?**



## Check Run Reports for:

12.08.22

12.12.22

12.13.22

12.14.22

12.16.22

12.21.22

CREDIT CARD STATEMENTS

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



Town of Berlin, MD

# Payment Register

APPKT02540 - 20221214SW

01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number	Vendor Name	Total Vendor Amount			
<a href="#">0003429</a>	COMPTROLLER OF MARYLAND	7,116.03			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		12/14/2022	7,116.03		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
<a href="#">FORM 29E DEC FY 22</a>	MD FRANCHISE TAX DEC 15	12/14/2022	12/14/2022	0.00	7,116.03

Payment Register

APPKT02540 - 20221214SW

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Check	1	1	0.00	7,116.03
Packet Totals:		1	1	0.00	7,116.03



Town of Berlin, MD

# Payment Register

APPKT02548 - 20221216SW

01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000511</a>	CHOPTANK ELECTRIC COOPERATIVE, INC.					1,269.85
Payment Type	Payment Number					
Check						
Payable Number	Description	Payable Date	Due Date	Payment Date	Payment Amount	
<a href="#">9913024900 DEC FY 23</a>	UTILITY - SPRAY SITES	12/16/2022	12/16/2022	12/16/2022	1,269.85	
				Discount Amount	Payable Amount	
				0.00	1,269.85	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002647</a>	CINTAS RUGS					499.40
Payment Type	Payment Number					
Check						
Payable Number	Description	Payable Date	Due Date	Payment Date	Payment Amount	
<a href="#">17363075 NOV FY 23</a>	FLOOR MATS, COVERALLS AND RUGS - POWER PLANT	12/16/2022	12/16/2022	12/16/2022	499.40	
				Discount Amount	Payable Amount	
				0.00	499.40	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001083</a>	J & A BOTTLELESS WATER COOLERS INC					87.00
Payment Type	Payment Number					
Check						
Payable Number	Description	Payable Date	Due Date	Payment Date	Payment Amount	
<a href="#">63881</a>	DRINKING WATER FOR ELECTRIC DEPT	12/16/2022	12/16/2022	12/16/2022	87.00	
				Discount Amount	Payable Amount	
				0.00	87.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003492</a>	JESSICA VITJATHORN					734.93
Payment Type	Payment Number					
Check						
Payable Number	Description	Payable Date	Due Date	Payment Date	Payment Amount	
<a href="#">12162022</a>	CLOTHING/UNIFORMS REIMBURSEMENT	12/16/2022	12/16/2022	12/16/2022	734.93	
				Discount Amount	Payable Amount	
				0.00	734.93	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003468</a>	KATHRYN DAUB					89.22
Payment Type	Payment Number					
Check						
Payable Number	Description	Payable Date	Due Date	Payment Date	Payment Amount	
<a href="#">12162022</a>	FOOD ITEMS AND SUPPLIES FOR HOLIDAY PARTY	12/16/2022	12/16/2022	12/16/2022	89.22	
				Discount Amount	Payable Amount	
				0.00	89.22	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003297</a>	PHYLLIS G KIMMEL LAW OFFICE PLLC					1,840.00
Payment Type	Payment Number					
Check						
Payable Number	Description	Payable Date	Due Date	Payment Date	Payment Amount	
<a href="#">182</a>	ELECTRIC MATTERS	12/16/2022	12/16/2022	12/16/2022	1,840.00	
				Discount Amount	Payable Amount	
				0.00	1,840.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002928</a>	UNIFIRST CORPORATION					112.41
Payment Type	Payment Number					
Check						
Payable Number	Description	Payable Date	Due Date	Payment Date	Payment Amount	
<a href="#">1430043656</a>	UNIFORM AND CLEANING SERVICE - PUBLIC WORKS	12/16/2022	12/16/2022	12/16/2022	112.41	
				Discount Amount	Payable Amount	
				0.00	112.41	

**Payment Register****APPKT02548 - 20221216SW**

Vendor Number	Vendor Name	Total Vendor Amount			
<a href="#">0002304</a>	WEST OCEAN CITY ILLNESS & INJURY CENTER	45.00			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		12/16/2022	45.00		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
<a href="#">19312476</a>	DRUG TEST SCREENING	12/16/2022	12/16/2022	0.00	45.00

Payment Register

APPKT02548 - 20221216SW

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Check	8	8	0.00	4,677.81
Packet Totals:		8	8	0.00	4,677.81



Town of Berlin, MD

# Payment Register

APPKT02529 - 20221207SW

01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003171</a>	RICKY JARMON					866.71
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/08/2022	866.71	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">NOV FY 23</a>	MONTHLY CLEANING SERVICE POLICE BUILDING	12/08/2022	12/08/2022	0.00	866.71	



## Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Check	1	1	0.00	866.71
Packet Totals:		1	1	0.00	866.71



Town of Berlin, MD

# Payment Register

APPKT02531 - 20221212SW

01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003345</a>	HALL ADAM					150.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		12/12/2022	150.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	

Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002724</a>	ADAMS TYRIE					150.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		12/12/2022	150.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	

Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000380</a>	BIRELEY CHRISTOPHER					150.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		12/12/2022	150.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	

Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000393</a>	BOHLEN MARY					150.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		12/12/2022	150.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	

Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000399</a>	BRAGG MERLE					150.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		12/12/2022	150.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	

Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002636</a>	BRATTEN GARY					150.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		12/12/2022	150.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	

Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003495</a>	BRIDDELL SHAMAR					100.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check		12/12/2022	100.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/12/2022	12/12/2022	0.00	100.00	

# Payment Register

APPKT02531 - 20221212SW

<b>Vendor Number</b> <a href="#">0000435</a>	<b>Vendor Name</b> BURRELL DEAN SR					<b>Total Vendor Amount</b> 150.00
<b>Payment Type</b> Check	<b>Payment Number</b>					<b>Payment Date</b> 12/12/2022
<b>Payable Number</b> <a href="#">2ND QRT FY 23</a>	<b>Description</b> CELL PHONE ALLOWANCE	<b>Payable Date</b> 12/07/2022	<b>Due Date</b> 12/07/2022	<b>Discount Amount</b> 0.00	<b>Payment Amount</b> 150.00	
<b>Vendor Number</b> <a href="#">0000451</a>	<b>Vendor Name</b> CAMPBELL MICHAEL					<b>Total Vendor Amount</b> 150.00
<b>Payment Type</b> Check	<b>Payment Number</b>					<b>Payment Date</b> 12/12/2022
<b>Payable Number</b> <a href="#">2ND QRT FY 23</a>	<b>Description</b> CELL PHONE ALLOWANCE	<b>Payable Date</b> 12/07/2022	<b>Due Date</b> 12/07/2022	<b>Discount Amount</b> 0.00	<b>Payment Amount</b> 150.00	
<b>Vendor Number</b> <a href="#">0003230</a>	<b>Vendor Name</b> CHARLES JAMES					<b>Total Vendor Amount</b> 150.00
<b>Payment Type</b> Check	<b>Payment Number</b>					<b>Payment Date</b> 12/12/2022
<b>Payable Number</b> <a href="#">2ND QRT FY 23</a>	<b>Description</b> CELL PHONE ALLOWANCE	<b>Payable Date</b> 12/07/2022	<b>Due Date</b> 12/07/2022	<b>Discount Amount</b> 0.00	<b>Payment Amount</b> 150.00	
<b>Vendor Number</b> <a href="#">0003079</a>	<b>Vendor Name</b> CHESSER CODY					<b>Total Vendor Amount</b> 150.00
<b>Payment Type</b> Check	<b>Payment Number</b>					<b>Payment Date</b> 12/12/2022
<b>Payable Number</b> <a href="#">2ND QRT FY 23</a>	<b>Description</b> CELL PHONE ALLOWANCE	<b>Payable Date</b> 12/07/2022	<b>Due Date</b> 12/07/2022	<b>Discount Amount</b> 0.00	<b>Payment Amount</b> 150.00	
<b>Vendor Number</b> <a href="#">0000541</a>	<b>Vendor Name</b> CLARK ROBERT					<b>Total Vendor Amount</b> 150.00
<b>Payment Type</b> Check	<b>Payment Number</b>					<b>Payment Date</b> 12/12/2022
<b>Payable Number</b> <a href="#">2ND QRT FY 23</a>	<b>Description</b> CELL PHONE ALLOWANCE	<b>Payable Date</b> 12/07/2022	<b>Due Date</b> 12/07/2022	<b>Discount Amount</b> 0.00	<b>Payment Amount</b> 150.00	
<b>Vendor Number</b> <a href="#">0000553</a>	<b>Vendor Name</b> COARD CHRIS					<b>Total Vendor Amount</b> 150.00
<b>Payment Type</b> Check	<b>Payment Number</b>					<b>Payment Date</b> 12/12/2022
<b>Payable Number</b> <a href="#">2ND QRT FY 23</a>	<b>Description</b> CELL PHONE ALLOWANCE	<b>Payable Date</b> 12/07/2022	<b>Due Date</b> 12/07/2022	<b>Discount Amount</b> 0.00	<b>Payment Amount</b> 150.00	
<b>Vendor Number</b> <a href="#">0000564</a>	<b>Vendor Name</b> COFFEY MELISSA					<b>Total Vendor Amount</b> 150.00
<b>Payment Type</b> Check	<b>Payment Number</b>					<b>Payment Date</b> 12/12/2022
<b>Payable Number</b> <a href="#">2ND QRT FY 23</a>	<b>Description</b> CELL PHONE ALLOWANCE	<b>Payable Date</b> 12/07/2022	<b>Due Date</b> 12/07/2022	<b>Discount Amount</b> 0.00	<b>Payment Amount</b> 150.00	
<b>Vendor Number</b> <a href="#">0000599</a>	<b>Vendor Name</b> CORBIN SAMUEL					<b>Total Vendor Amount</b> 150.00
<b>Payment Type</b> Check	<b>Payment Number</b>					<b>Payment Date</b> 12/12/2022
<b>Payable Number</b> <a href="#">2ND QRT FY 23</a>	<b>Description</b> CELL PHONE ALLOWANCE	<b>Payable Date</b> 12/07/2022	<b>Due Date</b> 12/07/2022	<b>Discount Amount</b> 0.00	<b>Payment Amount</b> 150.00	

# Payment Register

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Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000668</a>	DAVID C GASKILL, ATTORNEY AT LAW					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003098</a>	DAVIS JR DAVID					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000728</a>	DENNIS RICKY C					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000775</a>	DOWNING ARNOLD					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000777</a>	DUFFY CAROLYN					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000778</a>	DUKES KEITH ALAN					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002956</a>	EARLY ALLISON					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000843</a>	ENGELHART DAVID					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	

# Payment Register

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Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001581</a>	EVANS NOAH DAVID					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000905</a>	FISHER ROBERT					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002920</a>	FORTUNE BRIAN					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003496</a>	GREEN STEVE					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/09/2022	12/09/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001029</a>	HIGGASON JIM					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002971</a>	HUNTER CALEB					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001054</a>	HURLEY DONALD M. III					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002532</a>	JENSEN KELSEY					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	

# Payment Register

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Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003468</a>	KATHRYN DAUB					100.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	100.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	100.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001228</a>	KERR JOSEPH					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003202</a>	KNERR JAY					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001268</a>	LATCHUM JAMES					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001278</a>	LAWRENCE TIM					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001280</a>	LAWSON JEFFREY D					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002800</a>	LLOYD KEVIN					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001318</a>	LOCKWOOD JAMES					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	

# Payment Register

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Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003219</a>	MARSHALL AVERY					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003449</a>	MILLER PAUL					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001534</a>	MUMFORD WILLIE					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003344</a>	NEWSOME JUSTIN					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003203</a>	NICHOLS SHANEKA					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001593</a>	O'CONNOR MICHAEL					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001649</a>	PARKINSON ALAN					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001688</a>	PFALLER MEGHAN					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	

# Payment Register

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Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002942</a>	ROMBLAD CONNOR A					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001555</a>	SALEH NATALIE					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001885</a>	SATCHELL SR EARLEST M					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003140</a>	SHORD ELIZABETH					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002632</a>	THOMAS TUBBS					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002166</a>	TOWNSEND MICHELLE					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002294</a>	WEBB EDWARD					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002299</a>	WELLS IVY					150.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/12/2022	150.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	



**Payment Register**

**APPKT02531 - 20221212SW**

Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002309</a>	WHITE SHIRLEY					150.00
Payment Type	Payment Number					Payment Date      Payment Amount
Check						12/12/2022      150.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	

Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002316</a>	WIENHOLD AUGUST J.					150.00
Payment Type	Payment Number					Payment Date      Payment Amount
Check						12/12/2022      150.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	

Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002338</a>	WISE RONDELL					150.00
Payment Type	Payment Number					Payment Date      Payment Amount
Check						12/12/2022      150.00
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/07/2022	12/07/2022	0.00	150.00	

Payment Register

APPKT02531 - 20221212SW

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Check	58	58	0.00	8,600.00
Packet Totals:		58	58	0.00	8,600.00



Town of Berlin, MD

# Payment Register

APPKT02536 - 20221213SW

01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number	Vendor Name	Total Vendor Amount			
<a href="#">0002202</a>	UNITED STATES POSTAL SERVICE	5,000.00			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		12/13/2022	5,000.00		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
<a href="#">12132022</a>	POSTAGE FOR BULK MAILING UTILITY BILLINGS	12/13/2022	12/13/2022	0.00	5,000.00

**Payment Register**

APPKT02536 - 20221213SW

**Payment Summary**

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Check	1	1	0.00	5,000.00
<b>Packet Totals:</b>		<b>1</b>	<b>1</b>	<b>0.00</b>	<b>5,000.00</b>



Town of Berlin, MD

# Payment Register

APPKT02538 - 20221214SW

01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number	Vendor Name	Total Vendor Amount	
<a href="#">0000187</a>	SULLIVAN ANTHONY	150.00	
Payment Type	Payment Number	Payment Date	Payment Amount
Check		12/14/2022	150.00
Payable Number	Description	Payable Date	Due Date
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/14/2022	12/14/2022
		Discount Amount	Payable Amount
		0.00	150.00

Payment Register

APPKT02538 - 20221214SW

Payment Summary

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



Town of Berlin, MD

# Payment Register

APPKT02545 - 20221216SW

01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number	Vendor Name			Total Vendor Amount
<a href="#">0000031</a>	A.C. SCHULTES OF DELAWARE INC			26,969.00
Payment Type	Payment Number	Payment Date	Payment Amount	
Check		12/16/2022	26,969.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
<a href="#">12558</a>	REPLACE NONPOTABLE PUMP	12/13/2022	12/13/2022	0.00 7,159.00
<a href="#">12559</a>	REPAIR EFFLUENT PUMP	12/13/2022	12/13/2022	0.00 19,810.00

Vendor Number	Vendor Name			Total Vendor Amount
<a href="#">0000015</a>	ABC PRINTERS INC			3,865.00
Payment Type	Payment Number	Payment Date	Payment Amount	
Check		12/16/2022	3,865.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
<a href="#">61871</a>	ENVELOPES - BILLING AND YELLOW LATE NOTICES	12/12/2022	12/12/2022	0.00 3,555.00
<a href="#">62145, 62144</a>	PRINTED SUPPLIES	12/14/2022	12/14/2022	0.00 310.00

Vendor Number	Vendor Name			Total Vendor Amount
<a href="#">0000090</a>	AFLAC			725.78
Payment Type	Payment Number	Payment Date	Payment Amount	
Check		12/16/2022	725.78	
Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
<a href="#">033604</a>	AFLAC SUPPLEMENTAL INSURANCE	12/13/2022	12/13/2022	0.00 725.78

Vendor Number	Vendor Name			Total Vendor Amount
<a href="#">0000244</a>	ATLANTIC MACHINERY, INC			450.38
Payment Type	Payment Number	Payment Date	Payment Amount	
Check		12/16/2022	450.38	
Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
<a href="#">100768</a>	SUCTION HOSE VAC TRUCK	12/13/2022	12/13/2022	0.00 450.38

Vendor Number	Vendor Name			Total Vendor Amount
<a href="#">0003168</a>	ATLANTIC TACTICAL INC			3,840.50
Payment Type	Payment Number	Payment Date	Payment Amount	
Check		12/16/2022	3,840.50	
Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
<a href="#">S I-80790492, 90585</a>	VEST AND GUNS	12/14/2022	12/14/2022	0.00 3,840.50

Vendor Number	Vendor Name			Total Vendor Amount
<a href="#">0000255</a>	ATT:DATA CONTROLL DIV-PAYROLL MARYLAND STATE RE1			384,579.00
Payment Type	Payment Number	Payment Date	Payment Amount	
Check		12/16/2022	384,579.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
<a href="#">8466</a>	ANNUAL CONTRIBUTION TO MSRS 10.93%	12/13/2022	12/13/2022	0.00 384,579.00

Vendor Number	Vendor Name			Total Vendor Amount
<a href="#">0002056</a>	AXON ENTERPRISES INC			1,032.50
Payment Type	Payment Number	Payment Date	Payment Amount	
Check		12/16/2022	1,032.50	
Payable Number	Description	Payable Date	Due Date	Discount Amount Payable Amount
<a href="#">INUS5120261</a>	AXON 3 CAMERA BUNDLE	12/13/2022	12/13/2022	0.00 1,032.50

# Payment Register

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Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000312</a>	BENEFITMALL					82,228.66
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	82,228.66	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">321525 JAN FY 23</a>	BENEFITMALL JANUARY 2023 COVERAGE MED, DENT, VIS	12/14/2022	12/14/2022	0.00	82,228.66	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000323</a>	BERLIN AUTOMOTIVE					1,441.21
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	1,338.34	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">426937,425260,424206,42874</a>	PARTS FOR TRUCKS REPAIR	12/14/2022	12/14/2022	0.00	505.82	
<a href="#">431495,426031,425151,42215</a>	NAPA PART FOR TRUCKS	12/14/2022	12/14/2022	0.00	832.52	
Check				12/16/2022	102.87	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">433021</a>	OIL	12/13/2022	12/13/2022	0.00	102.87	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000394</a>	BOOTH & ASSOCIATES INC					19,699.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	19,699.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">56956</a>	POWER PLANT BOX STRUCTURE CONVERSION	12/13/2022	12/13/2022	0.00	543.00	
<a href="#">57052</a>	IG BURTON SERVICE TRANSFER	12/13/2022	12/13/2022	0.00	643.50	
<a href="#">57143</a>	ELECTRIC ENGINEERING SERVICES	12/13/2022	12/13/2022	0.00	9,269.25	
<a href="#">57144</a>	MISCELLANEOUS ENGINEERING SERVICES	12/13/2022	12/13/2022	0.00	195.00	
<a href="#">57526</a>	ELECTRIC ENGINEERING SERVICES	12/13/2022	12/13/2022	0.00	9,048.25	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000453</a>	CAPITAL ELECTRIC SUPPLY COMPANY					4,719.94
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	4,719.94	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">S048653020.001</a>	EVENT POWER PANEL WITH BASE	12/14/2022	12/14/2022	0.00	2,928.45	
<a href="#">S050205687.001</a>	HEATER FOR SHOP	12/13/2022	12/13/2022	0.00	1,791.49	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003317</a>	CARTER MACHINERY COMPANY INC					1,952.40
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	1,952.40	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">00335004</a>	POWER PLANT TRANS MAINTENANCE GENERATOR	12/13/2022	12/13/2022	0.00	1,952.40	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000529</a>	CINTAS FIRST AID & SAFETY					541.96
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	541.96	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">1903501540</a>	FIRST AID CABINET	12/13/2022	12/13/2022	0.00	215.00	
<a href="#">5123862560</a>	FIRST AID KIT AND SUPPLIES	12/13/2022	12/13/2022	0.00	117.62	
<a href="#">8405999585</a>	FIRST AID CABINET	12/13/2022	12/13/2022	0.00	209.34	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000534</a>	CJIS-CR					2,540.75
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	2,540.75	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">APP-BM-025</a>	FRINGER PRINTING	12/13/2022	12/13/2022	0.00	2,540.75	



# Payment Register

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Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003481</a>	CLAIRE M TONER					300.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	300.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">78</a>	MUSIC FOR NEW YEARS EVE	12/14/2022	12/14/2022	0.00	300.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000694</a>	DEJANA TRUCK AND UTILITY EQUIPMENT					1,268.09
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	1,268.09	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">APS5862</a>	SALT SPREADER PARTS	12/14/2022	12/14/2022	0.00	1,268.09	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003494</a>	DR JACK LEEB					1,030.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	1,030.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">3032</a>	PSYCH FOR TWO APPLICANTS	12/13/2022	12/13/2022	0.00	1,030.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000784</a>	EA ENGINEERING, SCIENCE AND TECHNOLOGY INC PBC					9,314.99
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	9,314.99	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">159060</a>	EA PROJ 1470404	12/15/2022	12/15/2022	0.00	9,314.99	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000794</a>	EASTERN SHORE COFFEE					46.70
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	46.70	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">286010</a>	DRINKING WATER AND COOLER RENTAL FEE	12/13/2022	12/13/2022	0.00	8.75	
<a href="#">770929</a>	DISTILLED WATER	12/13/2022	12/13/2022	0.00	37.95	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000847</a>	ENVIROCORP, INC.					959.50
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	959.50	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">IN2203119</a>	MONITORING WELL SAMPLES	12/13/2022	12/13/2022	0.00	959.50	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000897</a>	FERGUSON ENTERPRISES					1,073.71
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	1,073.71	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">0608170</a>	PIPE FOR CHEMICALS	12/13/2022	12/13/2022	0.00	329.78	
<a href="#">0608270</a>	COUPLINGS	12/13/2022	12/13/2022	0.00	308.24	
<a href="#">0609335</a>	VALVE BOX RISERS	12/13/2022	12/13/2022	0.00	435.69	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000907</a>	FLAG PUBLICATIONS INC					75.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	75.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">354711</a>	ADVERTISING	12/14/2022	12/14/2022	0.00	75.00	

# Payment Register

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Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003447</a>	GLEND A HOLDEN					500.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	500.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">12-5 12-18</a>	FY23 CLEANING SERVICES	12/14/2022	12/14/2022	0.00	500.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000977</a>	GREAT AMERICA FINANCIAL					137.04
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	137.04	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">32964534</a>	COPIER LEASE POLICE DEPT	12/13/2022	12/13/2022	0.00	137.04	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000993</a>	HACH COMPANY					1,112.91
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	1,112.91	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">13329312</a>	LDO2 SENSOR CAPS	12/13/2022	12/13/2022	0.00	1,112.91	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001032</a>	HILL'S ELECTRIC MOTOR SERVICE INC.					520.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	520.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">0136919</a>	WEST STREET LIFT STATION/BRANCH STREET WELL	12/13/2022	12/13/2022	0.00	520.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001068</a>	INTERCOASTAL TRADING INC.					19,290.79
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	19,290.79	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">224471,4640,4642,4643</a>	BLEACH	12/13/2022	12/13/2022	0.00	3,024.00	
<a href="#">224641,224638</a>	PH CONTROL FOR WELLS	12/13/2022	12/13/2022	0.00	16,266.79	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003461</a>	INTERGRATED COMPUTER SOLUTIONS OF VESTAL LLC					31,556.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	31,556.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">2023963</a>	IT SEVICES	12/13/2022	12/13/2022	0.00	1,145.00	
<a href="#">203870</a>	IT SERVICES	12/13/2022	12/13/2022	0.00	30,411.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001083</a>	J & A BOTTLELESS WATER COOLERS INC					174.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	174.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">64391</a>	QUARTERLY BOTTLELESS WATER TOWN HALL RENTAL	12/13/2022	12/13/2022	0.00	174.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003371</a>	LASER DISPLAY COMPANY					1,500.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	1,500.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">1231</a>	GRANT FUNDED NEW YEARS EVE LASER SHOW	12/14/2022	12/14/2022	0.00	1,500.00	

# Payment Register

APPKT02545 - 20221216SW

Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001286</a>	LEGAL SHIELD					31.90
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	31.90	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">139007 DEC FY 23</a>	LEGALSHIELD SUPPLMENTAL EMPLOYEE PAID INSURANCE	12/14/2022	12/14/2022	0.00	31.90	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003483</a>	NICHOLAS CLARK					500.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	500.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">24</a>	MUSIC FOR NEW YEARS EVE - ROGUE CITIZENS	12/14/2022	12/14/2022	0.00	500.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002600</a>	PARKSON CORPORATION					415.46
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	415.46	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">69122.05</a>	TRACTION CONTROL SENSOR	12/13/2022	12/13/2022	0.00	415.46	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001677</a>	PENINSULA DRY CLEANERS, INC					70.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	70.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">20-3943</a>	DRY CLEANING SERVICES	12/13/2022	12/13/2022	0.00	70.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001757</a>	RACETRACK AUTO CENTER					947.93
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	947.93	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">146028</a>	AUXILIARY RELAY 6735	12/13/2022	12/13/2022	0.00	180.12	
<a href="#">146234, 146200</a>	REPAIRS 6747	12/14/2022	12/14/2022	0.00	767.81	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0001997</a>	STAPLES BUSINESS CREDIT					294.45
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	294.45	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">1645588242</a>	OFFICE SUPPLIES	12/13/2022	12/13/2022	0.00	294.45	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003467</a>	SUNRISE SAFETY SERVICES INC					415.45
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	415.45	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">INV0036339</a>	HI VIS TOWN TONE ZIPPED HOODIE	12/13/2022	12/13/2022	0.00	415.45	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002092</a>	THE DEPT OF PUBLIC SAFETY & CORRECTIONAL SVC					63.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	63.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">AB2-11-420</a>	METER LOG ON FEE	12/13/2022	12/13/2022	0.00	63.00	

**Payment Register**
**APPKT02545 - 20221216SW**

Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002163</a>	TOWN OF BERLIN					28,459.06
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	28,459.06	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">DEC FY 23</a>	TOWN UTILITY BILLINGS	12/14/2022	12/14/2022	0.00	28,459.06	
<b>Vendor Number</b>	<b>Vendor Name</b>					<b>Total Vendor Amount</b>
<a href="#">0002928</a>	UNIFIRST CORPORATION					224.84
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	224.84	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">1430040095</a>	UNIFORM AND CLEANING SERVICE - PUBLIC WORKS	12/13/2022	12/13/2022	0.00	112.42	
<a href="#">1430042337</a>	UNIFORM AND CLEANING SERVICE - PUBLIC WORKS	12/13/2022	12/13/2022	0.00	112.42	
<b>Vendor Number</b>	<b>Vendor Name</b>					<b>Total Vendor Amount</b>
<a href="#">0002304</a>	WEST OCEAN CITY ILLNESS & INJURY CENTER					387.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	387.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">19268931</a>	CHARLES DOT PHYSICAL WITH DRUG TESTING	12/13/2022	12/13/2022	0.00	125.00	
<a href="#">19310396,19295474</a>	MEDICAL FOR CADETS	12/14/2022	12/14/2022	0.00	262.00	
<b>Vendor Number</b>	<b>Vendor Name</b>					<b>Total Vendor Amount</b>
<a href="#">0002348</a>	WOR WIC COMMUNITY COLLEGE					40.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	40.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">12945</a>	K-9 AND EMPLOYEE TRAINING	12/14/2022	12/14/2022	0.00	40.00	
<b>Vendor Number</b>	<b>Vendor Name</b>					<b>Total Vendor Amount</b>
<a href="#">0002363</a>	WORCESTER COUNTY LANDFILL					14,288.60
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	14,288.60	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">124 NOV FY 23</a>	REFUSE, RECYCLE AND CAN PULLS	12/13/2022	12/13/2022	0.00	13,011.00	
<a href="#">309 NOV FY 23</a>	SLUDGE	12/13/2022	12/13/2022	0.00	1,277.60	
<b>Vendor Number</b>	<b>Vendor Name</b>					<b>Total Vendor Amount</b>
<a href="#">0002384</a>	WORCESTER YOUTH & FAMILY COUNSELING SERVICES					2,219.28
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	2,219.28	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">DEC FY 23</a>	FY2023 ANNUAL CONTRACT	12/13/2022	12/13/2022	0.00	2,219.28	

## Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Check	64	45	0.00	651,801.78
Packet Totals:		64	45	0.00	651,801.78



Town of Berlin, MD

# Payment Register

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01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000031</a>	AC SCHULTES OF DELAWARE INC					92,262.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	<a href="#">23686</a>			12/21/2022	92,262.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">12557</a>	WELL REPLACEMENT #3	12/20/2022	12/20/2022	0.00	92,262.00	

Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002448</a>	ATLANTIC GENERAL HOSPITAL CORPORATION					15,000.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	<a href="#">23687</a>			12/21/2022	15,000.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">PLEDGE FY 23</a>	AGH CANCER CENTER CONTRIBUTION FY23	12/20/2022	12/20/2022	0.00	15,000.00	

Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003500</a>	B4 SALES LLC					15,549.02
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	<a href="#">23688</a>			12/21/2022	15,549.02	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">16577</a>	GRANT FUNDED SECURITY CAMERAS	12/20/2022	12/20/2022	0.00	15,549.02	

Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000464</a>	CARLTON SCALE					342.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	<a href="#">23689</a>			12/21/2022	342.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">INV33099</a>	CALIBRATE LAB BALANCE	12/20/2022	12/20/2022	0.00	342.00	

Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000511</a>	CHOPTANK ELECTRIC COOPERATIVE, INC.					3,499.27
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	<a href="#">23690</a>			12/21/2022	3,499.27	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">414700 DEC FY 23</a>	UTILITY -SPRAY SITES	12/20/2022	12/20/2022	0.00	3,499.27	

Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002647</a>	CINTAS RUGS					61.30
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	<a href="#">23691</a>			12/21/2022	61.30	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">4140143654</a>	RUG SERVICE	12/20/2022	12/20/2022	0.00	61.30	

Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000569</a>	COLLEGE OF SOUTHERN MD / MCET					124.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check	<a href="#">23692</a>			12/21/2022	124.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">17254</a>	TRAINING DEVANS	12/20/2022	12/20/2022	0.00	124.00	

**Payment Register**
**APPKT02553 - 20221221SW**

Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000572</a>	COMCAST					1,072.15
Payment Type	Payment Number	Payment Date	Payment Amount			
Check	<a href="#">23693</a>	12/21/2022	185.53			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">41 016 0042184 JAN FY 23</a>	COMCAST INTERNET & DIGITAL SVCS	12/20/2022	12/20/2022	0.00	185.53	
Check	<a href="#">23694</a>	12/21/2022			165.58	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">41 016 0043547 JAN FY 23</a>	COMCAST INTERNET & DIGITAL SVCS	12/20/2022	12/20/2022	0.00	165.58	
Check	<a href="#">23695</a>	12/21/2022			158.39	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">41 016 0043323 JAN FY 23</a>	COMCAST INTERNET & DIGITAL SVCS	12/20/2022	12/20/2022	0.00	158.39	
Check	<a href="#">23696</a>	12/21/2022			27.03	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">41 016 0053157 DEC FY 23</a>	TELEVISION SERVICE - POLICE DEPARTMENT	12/21/2022	12/21/2022	0.00	27.03	
Check	<a href="#">23697</a>	12/21/2022			165.58	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">41 016 0023325 JAN FY 23</a>	COMCAST INTERNET & DIGITAL SVCS	12/20/2022	12/20/2022	0.00	165.58	
Check	<a href="#">23698</a>	12/21/2022			370.04	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">41 016 0052845 JAN FY 23</a>	COMCAST INTERNET & DIGITAL SVCS	12/21/2022	12/21/2022	0.00	370.04	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000581</a>	COMPTROLLER OF MARYLAND					566.58
Payment Type	Payment Number	Payment Date	Payment Amount			
Check	<a href="#">23699</a>	12/21/2022	566.58			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">NOV FY 23</a>	ENVIRONMENTAL TRUST FUND REPORT	12/20/2022	12/20/2022	0.00	566.58	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000584</a>	COMPTROLLER OF MARYLAND					2,393.61
Payment Type	Payment Number	Payment Date	Payment Amount			
Check	<a href="#">23700</a>	12/21/2022	2,393.61			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">NOV FY 23</a>	ELECTRIC UNIVERSAL SERVICE PROGRAM FUND	12/20/2022	12/20/2022	0.00	2,393.61	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0000622</a>	CROPPERS INC					20.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check	<a href="#">23701</a>	12/21/2022	20.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">11863</a>	PLUG TIRE TRUCK 45	12/20/2022	12/20/2022	0.00	20.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003501</a>	DALE G SHORD					300.00
Payment Type	Payment Number	Payment Date	Payment Amount			
Check	<a href="#">23702</a>	12/21/2022	300.00			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">507603</a>	FREE ART GALLERY FOR WELCOME CENTER	12/20/2022	12/20/2022	0.00	300.00	
Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003098</a>	DAVIS JR DAVID					4.90
Payment Type	Payment Number	Payment Date	Payment Amount			
Check	<a href="#">23703</a>	12/21/2022	4.90			
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">12/20/2022 REIMB</a>	REPLMNT STRING LIGHTS KIDS NEW YR EVE	12/20/2022	12/20/2022	0.00	4.90	

**Payment Register**
**APPKT02553 - 20221221SW**

<b>Vendor Number</b> <a href="#">0000794</a>	<b>Vendor Name</b> EASTERN SHORE COFFEE					<b>Total Vendor Amount</b> 58.31
<b>Payment Type</b> Check	<b>Payment Number</b> <a href="#">23704</a>			<b>Payment Date</b> 12/21/2022	<b>Payment Amount</b> 58.31	
<b>Payable Number</b> <a href="#">771982</a>	<b>Description</b> DRINKING WATER AND COOLER RENTAL FEE	<b>Payable Date</b> 12/21/2022	<b>Due Date</b> 12/21/2022	<b>Discount Amount</b> 0.00	<b>Payable Amount</b> 58.31	
<b>Vendor Number</b> <a href="#">0000847</a>	<b>Vendor Name</b> ENVIROCORP, INC.					<b>Total Vendor Amount</b> 442.50
<b>Payment Type</b> Check	<b>Payment Number</b> <a href="#">23705</a>			<b>Payment Date</b> 12/21/2022	<b>Payment Amount</b> 442.50	
<b>Payable Number</b> <a href="#">IN2203221</a>	<b>Description</b> WEEKLY DISCHARGE MONITORING SAMPLES	<b>Payable Date</b> 12/20/2022	<b>Due Date</b> 12/20/2022	<b>Discount Amount</b> 0.00	<b>Payable Amount</b> 442.50	
<b>Vendor Number</b> <a href="#">0000899</a>	<b>Vendor Name</b> FIRE PROTECTIVE SERVICE					<b>Total Vendor Amount</b> 91.00
<b>Payment Type</b> Check	<b>Payment Number</b> <a href="#">23706</a>			<b>Payment Date</b> 12/21/2022	<b>Payment Amount</b> 91.00	
<b>Payable Number</b> <a href="#">106118</a>	<b>Description</b> POWER PLANT - FIRE EXTINGUISHER SERVICING	<b>Payable Date</b> 12/21/2022	<b>Due Date</b> 12/21/2022	<b>Discount Amount</b> 0.00	<b>Payable Amount</b> 91.00	
<b>Vendor Number</b> <a href="#">0000907</a>	<b>Vendor Name</b> FLAG PUBLICATIONS INC					<b>Total Vendor Amount</b> 193.00
<b>Payment Type</b> Check	<b>Payment Number</b> <a href="#">23707</a>			<b>Payment Date</b> 12/21/2022	<b>Payment Amount</b> 193.00	
<b>Payable Number</b> <a href="#">354953</a>	<b>Description</b> ADVERTISING	<b>Payable Date</b> 12/21/2022	<b>Due Date</b> 12/21/2022	<b>Discount Amount</b> 0.00	<b>Payable Amount</b> 75.00	
<b>Payable Number</b> <a href="#">355054</a>	<b>Description</b> ADVERTISING	<b>Payable Date</b> 12/21/2022	<b>Due Date</b> 12/21/2022	<b>Discount Amount</b> 0.00	<b>Payable Amount</b> 118.00	
<b>Vendor Number</b> <a href="#">0000930</a>	<b>Vendor Name</b> GALLS LLC					<b>Total Vendor Amount</b> 466.00
<b>Payment Type</b> Check	<b>Payment Number</b> <a href="#">23708</a>			<b>Payment Date</b> 12/21/2022	<b>Payment Amount</b> 466.00	
<b>Payable Number</b> <a href="#">022999058,022998339</a>	<b>Description</b> UNIFORM SUPPLIES NEW HIRES	<b>Payable Date</b> 12/20/2022	<b>Due Date</b> 12/20/2022	<b>Discount Amount</b> 0.00	<b>Payable Amount</b> 466.00	
<b>Vendor Number</b> <a href="#">0001040</a>	<b>Vendor Name</b> HOME DEPOT CREDIT CARD SERVICES					<b>Total Vendor Amount</b> 5,015.34
<b>Payment Type</b> Check	<b>Payment Number</b> <a href="#">23709</a>			<b>Payment Date</b> 12/21/2022	<b>Payment Amount</b> 5,015.34	
<b>Payable Number</b> <a href="#">7016622, 4020682</a>	<b>Description</b> TOOLS, PARTS AND OTHER SUPPLIES	<b>Payable Date</b> 12/21/2022	<b>Due Date</b> 12/21/2022	<b>Discount Amount</b> 0.00	<b>Payable Amount</b> 524.77	
<b>Payable Number</b> <a href="#">VAR INVS FY NOV DEC FY 23</a>	<b>Description</b> TOOLS, PARTS & OTHER SUPPLIES	<b>Payable Date</b> 12/21/2022	<b>Due Date</b> 12/21/2022	<b>Discount Amount</b> 0.00	<b>Payable Amount</b> 4,284.61	
<b>Payable Number</b> <a href="#">-VAR INVS NOV DEC FY 21</a>	<b>Description</b> TOOLS,PARTS & OTHER SUPPLIES	<b>Payable Date</b> 12/21/2022	<b>Due Date</b> 12/21/2022	<b>Discount Amount</b> 0.00	<b>Payable Amount</b> 205.96	
<b>Vendor Number</b> <a href="#">0002578</a>	<b>Vendor Name</b> IAN JANES					<b>Total Vendor Amount</b> 750.00
<b>Payment Type</b> Check	<b>Payment Number</b> <a href="#">23710</a>			<b>Payment Date</b> 12/21/2022	<b>Payment Amount</b> 750.00	
<b>Payable Number</b> <a href="#">531-</a>	<b>Description</b> SOUND TECH NYE	<b>Payable Date</b> 12/20/2022	<b>Due Date</b> 12/20/2022	<b>Discount Amount</b> 0.00	<b>Payable Amount</b> 750.00	
<b>Vendor Number</b> <a href="#">0001228</a>	<b>Vendor Name</b> KERR JOSEPH					<b>Total Vendor Amount</b> 3,821.41
<b>Payment Type</b> Check	<b>Payment Number</b> <a href="#">23711</a>			<b>Payment Date</b> 12/21/2022	<b>Payment Amount</b> 3,821.41	
<b>Payable Number</b> <a href="#">12/21/2022</a>	<b>Description</b> LIBERTY UNIVERSITY FALL 2022	<b>Payable Date</b> 12/21/2022	<b>Due Date</b> 12/21/2022	<b>Discount Amount</b> 0.00	<b>Payable Amount</b> 3,821.41	



**Payment Register**
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<b>Vendor Number</b> <a href="#">0002593</a>	<b>Vendor Name</b> MUSCO SPORTS LIGHTING LLC					<b>Total Vendor Amount</b> 56,226.00
<b>Payment Type</b> Check	<b>Payment Number</b> <a href="#">23712</a>				<b>Payment Date</b> 12/21/2022	<b>Payment Amount</b> 56,226.00
<b>Payable Number</b> <a href="#">401541</a>	<b>Description</b> HENRY PK BASKETBALL CT LIGHTS SOURCEWELL #071619	<b>Payable Date</b> 12/20/2022	<b>Due Date</b> 12/20/2022	<b>Discount Amount</b> 0.00	<b>Payable Amount</b> 56,226.00	
<b>Vendor Number</b> <a href="#">0001565</a>	<b>Vendor Name</b> NATIONWIDE RETIREMENT SOLUTIONS					<b>Total Vendor Amount</b> 4,439.96
<b>Payment Type</b> Check	<b>Payment Number</b> <a href="#">23713</a>				<b>Payment Date</b> 12/21/2022	<b>Payment Amount</b> 4,439.96
<b>Payable Number</b> <a href="#">PPE 1218/2022</a>	<b>Description</b> NATIONWIDE RETIREMENT EMPLOYEE CONTRIBUTIONS	<b>Payable Date</b> 12/20/2022	<b>Due Date</b> 12/20/2022	<b>Discount Amount</b> 0.00	<b>Payable Amount</b> 4,439.96	
<b>Vendor Number</b> <a href="#">0001676</a>	<b>Vendor Name</b> PENINSULA AUTO & TRUCK PARTS, INC					<b>Total Vendor Amount</b> 171.34
<b>Payment Type</b> Check	<b>Payment Number</b> <a href="#">23714</a>				<b>Payment Date</b> 12/21/2022	<b>Payment Amount</b> 171.34
<b>Payable Number</b> <a href="#">203517</a>	<b>Description</b> BATTERY 27	<b>Payable Date</b> 12/20/2022	<b>Due Date</b> 12/20/2022	<b>Discount Amount</b> 0.00	<b>Payable Amount</b> 171.34	
<b>Vendor Number</b> <a href="#">0001693</a>	<b>Vendor Name</b> PHILLIPS SIGNS					<b>Total Vendor Amount</b> 312.00
<b>Payment Type</b> Check	<b>Payment Number</b> <a href="#">23715</a>				<b>Payment Date</b> 12/21/2022	<b>Payment Amount</b> 312.00
<b>Payable Number</b> <a href="#">20302</a>	<b>Description</b> WATER RESOURCES TRUCK LOGO	<b>Payable Date</b> 12/20/2022	<b>Due Date</b> 12/20/2022	<b>Discount Amount</b> 0.00	<b>Payable Amount</b> 312.00	
<b>Vendor Number</b> <a href="#">0001757</a>	<b>Vendor Name</b> RACETRACK AUTO CENTER					<b>Total Vendor Amount</b> 422.02
<b>Payment Type</b> Check	<b>Payment Number</b> <a href="#">23716</a>				<b>Payment Date</b> 12/21/2022	<b>Payment Amount</b> 422.02
<b>Payable Number</b> <a href="#">146266,146196,146353</a>	<b>Description</b> VEHICLE MAINTENANCE	<b>Payable Date</b> 12/20/2022	<b>Due Date</b> 12/20/2022	<b>Discount Amount</b> 0.00	<b>Payable Amount</b> 422.02	
<b>Vendor Number</b> <a href="#">0003446</a>	<b>Vendor Name</b> RENT EQUIP MD & PARTY CENTRAL MD					<b>Total Vendor Amount</b> 302.29
<b>Payment Type</b> Check	<b>Payment Number</b> <a href="#">23717</a>				<b>Payment Date</b> 12/21/2022	<b>Payment Amount</b> 302.29
<b>Payable Number</b> <a href="#">26955-1</a>	<b>Description</b> ALUMINUM SIDING BRAKE	<b>Payable Date</b> 12/20/2022	<b>Due Date</b> 12/20/2022	<b>Discount Amount</b> 0.00	<b>Payable Amount</b> 302.29	
<b>Vendor Number</b> <a href="#">0002795</a>	<b>Vendor Name</b> SANDPIPER ENERGY INC					<b>Total Vendor Amount</b> 83.31
<b>Payment Type</b> Check	<b>Payment Number</b> <a href="#">23718</a>				<b>Payment Date</b> 12/21/2022	<b>Payment Amount</b> 83.31
<b>Payable Number</b> <a href="#">06-605972-67941-1 DEC FY 23</a>	<b>Description</b> GAS FOR POLICE DEPT	<b>Payable Date</b> 12/21/2022	<b>Due Date</b> 12/21/2022	<b>Discount Amount</b> 0.00	<b>Payable Amount</b> 83.31	
<b>Vendor Number</b> <a href="#">0002169</a>	<b>Vendor Name</b> TRACTOR SUPPLY CO					<b>Total Vendor Amount</b> 115.94
<b>Payment Type</b> Check	<b>Payment Number</b> <a href="#">23719</a>				<b>Payment Date</b> 12/21/2022	<b>Payment Amount</b> 115.94
<b>Payable Number</b> <a href="#">306780,311998</a>	<b>Description</b> TOOLS, PARTS AND OTHER SUPPLIES	<b>Payable Date</b> 12/20/2022	<b>Due Date</b> 12/20/2022	<b>Discount Amount</b> 0.00	<b>Payable Amount</b> 115.94	
<b>Vendor Number</b> <a href="#">0002928</a>	<b>Vendor Name</b> UNIFIRST CORPORATION					<b>Total Vendor Amount</b> 258.45
<b>Payment Type</b> Check	<b>Payment Number</b> <a href="#">23720</a>				<b>Payment Date</b> 12/21/2022	<b>Payment Amount</b> 258.45
<b>Payable Number</b> <a href="#">1430040094</a>	<b>Description</b> UNIFORM AND CLEANING SERVICE - PUBLIC WORKS	<b>Payable Date</b> 12/20/2022	<b>Due Date</b> 12/20/2022	<b>Discount Amount</b> 0.00	<b>Payable Amount</b> 142.38	

**Payment Register**
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<a href="#">1430045033</a>	UNIFORM AND CLEANING SERVICE - PUBLIC WORKS	12/20/2022	12/20/2022	0.00	116.07
<b>Vendor Number</b>	<b>Vendor Name</b>	<b>Total Vendor Amount</b>			
<a href="#">0003207</a>	UNITED ENERGY TRADING LLC	1,126.90			
<b>Payment Type</b>	<b>Payment Number</b>	<b>Payment Date</b>	<b>Payment Amount</b>		
Check	<a href="#">23721</a>	12/21/2022	1,126.90		
<b>Payable Number</b>	<b>Description</b>	<b>Payable Date</b>	<b>Due Date</b>	<b>Discount Amount</b>	<b>Payable Amount</b>
<a href="#">219577</a>	NATURAL GAS TRANSPORTATION - POWER PLANT	12/20/2022	12/20/2022	0.00	1,126.90
<b>Vendor Number</b>	<b>Vendor Name</b>	<b>Total Vendor Amount</b>			
<a href="#">0002205</a>	UNITED WAY OF THE EASTERN SHORE	35.00			
<b>Payment Type</b>	<b>Payment Number</b>	<b>Payment Date</b>	<b>Payment Amount</b>		
Check	<a href="#">23722</a>	12/21/2022	35.00		
<b>Payable Number</b>	<b>Description</b>	<b>Payable Date</b>	<b>Due Date</b>	<b>Discount Amount</b>	<b>Payable Amount</b>
<a href="#">PPE 12/18/2022</a>	UNITED WAY EMPLOYEE CONTRIBUTIONS	12/20/2022	12/20/2022	0.00	35.00
<b>Vendor Number</b>	<b>Vendor Name</b>	<b>Total Vendor Amount</b>			
<a href="#">0002220</a>	USA BLUEBOOK	1,929.57			
<b>Payment Type</b>	<b>Payment Number</b>	<b>Payment Date</b>	<b>Payment Amount</b>		
Check	<a href="#">23723</a>	12/21/2022	1,929.57		
<b>Payable Number</b>	<b>Description</b>	<b>Payable Date</b>	<b>Due Date</b>	<b>Discount Amount</b>	<b>Payable Amount</b>
<a href="#">185540.173714</a>	INJECTION QUILLS	12/20/2022	12/20/2022	0.00	713.32
<a href="#">199012</a>	WELL SUPPLIES	12/20/2022	12/20/2022	0.00	1,216.25

Payment Register

APPKT02553 - 20221221SW

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Check	43	38	0.00	207,455.17
Packet Totals:		43	38	0.00	207,455.17



Town of Berlin, MD

# Payment Register

APPKT02533 - 20221212SW

01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number	Vendor Name	Total Vendor Amount	
<a href="#">0002916</a>	BASSETT DAVID	150.00	
Payment Type	Payment Number	Payment Date	Payment Amount
Check		12/12/2022	150.00
Payable Number	Description	Payable Date	Due Date
<a href="#">2ND QRT FY 23</a>	CELL PHONE ALLOWANCE	12/12/2022	12/12/2022
		Discount Amount	Payable Amount
		0.00	150.00

**Payment Register**

APPKT02533 - 20221212SW

**Payment Summary**

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



Town of Berlin, MD

# Payment Register

APPKT02543 - 20221214SW

01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number	Vendor Name	Total Vendor Amount			
<a href="#">0003459</a>	MARYLAND DEPT OF ASSESSMENTS & TAXATION	7,116.03			
Payment Type	Payment Number	Payment Date	Payment Amount		
Check		12/14/2022	7,116.03		
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount
<a href="#">FORM 29E DEC FY 22</a>	MD FRANCHISE TAX DEC 15	12/14/2022	12/14/2022	0.00	7,116.03

Payment Register

APPKT02543 - 20221214SW

Payment Summary

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Check	1	1	0.00	7,116.03
Packet Totals:		1	1	0.00	7,116.03



Town of Berlin, MD

## Payment Register

APPKT02550 - 20221216SW

01 - Vendor Set 01

Bank: BOC AP - BOC AP Checks

Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0002971</a>	HUNTER CALEB					500.00
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	500.00	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">001167</a>	ONE TIME PAYMENT 2022- REPL CHECK	12/16/2022	12/16/2022	0.00	500.00	

Vendor Number	Vendor Name					Total Vendor Amount
<a href="#">0003449</a>	MILLER PAUL					1,410.42
Payment Type	Payment Number			Payment Date	Payment Amount	
Check				12/16/2022	1,410.42	
Payable Number	Description	Payable Date	Due Date	Discount Amount	Payable Amount	
<a href="#">001200</a>	REISSUE LOST PAYROLL CHECK #51038147 DATE 8/19	12/16/2022	12/16/2022	0.00	1,410.42	



**Payment Register**

APPKT02550 - 20221216SW

**Payment Summary**

Bank Code	Type	Payable Count	Payment Count	Discount	Payment
BOC AP	Check	2	2	0.00	1,910.42
<b>Packet Totals:</b>		<b>2</b>	<b>2</b>	<b>0.00</b>	<b>1,910.42</b>



Town of Berlin, MD

# Refund Check Register

## Refund Check Detail

### UBPKT09096 - Refunds 1 UBPKT09095 Single Billing

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
11-1110401-08	Harhai, Matthew	12/14/2022	23628	133.64			133.64	Generated From Billing
<b>Total Refunds: 1</b>			<b>Total Refunded Amount:</b>	133.64				

## Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS / REFUNDS	133.64
<b>Revenue Total:</b>	133.64

## General Ledger Distribution

Posting Date: 10/25/2022

	Account Number	Account Name	Posting Amount	IFT
<b>Fund:</b>	10 - ELECTRIC			
	10-1110-1098	CLAIM ON CASH-FUND 10	-133.64	Yes
	10-2010-2074	UNAPPLIED CREDITS	133.64	
		<b>10 Total:</b>	0.00	
<b>Fund:</b>	98 - POOLED CASH			
	98-1098-1000	CENTRAL DEPOSITORY CASH	-133.64	
	98-2498-2200	DUE TO OTHER FUNDS	133.64	Yes
		<b>98 Total:</b>	0.00	
		<b>Distribution Total:</b>	0.00	



Town of Berlin, MD

# Refund Check Register

## Refund Check Detail

UBPKT09236 - 20221212MT

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
22-0180201-12	DENNIS, SIGNE	12/12/2022	23626	161.62			161.62	Deposit
66-0370021-02	PURNELL, MARTINA	12/12/2022	23627	269.22			269.22	Deposit
<b>Total Refunds: 2</b>			<b>Total Refunded Amount:</b>	430.84				

## Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS / REFUNDS	430.84
<b>Revenue Total:</b>	430.84

## General Ledger Distribution

Posting Date: 12/14/2022

	Account Number	Account Name	Posting Amount	IFT
<b>Fund:</b>	10 - ELECTRIC			
	10-1110-1098	CLAIM ON CASH-FUND 10	-430.84	Yes
	10-2010-2074	UNAPPLIED CREDITS	430.84	
		<b>10 Total:</b>	0.00	
<b>Fund:</b>	98 - POOLED CASH			
	98-1098-1000	CENTRAL DEPOSITORY CASH	-430.84	
	98-2498-2200	DUE TO OTHER FUNDS	430.84	Yes
		<b>98 Total:</b>	0.00	
		<b>Distribution Total:</b>	0.00	