

Staff Reports from Town Meetings

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**Town Administrator's Report
Town of Perryville, MD
For the April 7, 2015 Meeting**

Project Status Updates:

- **Cable TV Franchise Agreement:** The Focus Group is headed-up by Cathy McCardell. See Cathy McCardell's Administration report for an update.
- **Charter Amendments: NO UPDATE**
- **Elm Street** – 6 of the needed construction access easements have been received. March 17, 2015 Ralph Ryan and I met to discuss the Elm Street project. We prepared a letter and made sure we had all the correct (updated as needed) easement documents for the property owners. The letter has since been sent out to the property owners with another copy of the easement attached. Staff is calling property owners trying to set up meetings with them individually so that we can see what concerns they may have and, hopefully, get the easements signed and notarized. Fred Sussman has prepared a draft agreement for those property owners that are found to have illicit discharges, which will allow the town's contractor to make a new connection and require payment by the property owner. That agreement is on the agenda for vote tonight. Unfortunately, moving the electric, cable and phone utilities became cost prohibited and was removed from the project.
- **Employment** –
 - Perryville Police Department will be accepting applications to fill a vacancy in the department. They plan to hire someone to send to the police academy in June. Please see the town's website for more information.
 - Perryville is also seeking a F/T licensed Water and Sewer Superintendent. More details are on the website. As of this writing, three interviews have been conducted.
- **Greenway Committee (Perryville)** - The March 25, 2015 Perryville Greenway Committee meeting was cancelled and will be re-scheduled.
- **MARC Maintenance and Layover Facility** – A meeting was held on March 24, 2015 with the MTA officials regarding the proposed MARC Maintenance and Layover Facility in follow up to the December letter and February meeting. While they did look at an option for additional parking, they have not proposed any additional lots. In late spring / early summer they plan to do a repaving project and to fix some of the drainage issues associated with the lot. This project will cause a temporary reduction to parking spaces on the lot while they repave. I understood from the meeting that MTA is willing to lease space for a dog park on the property to the County for a nominal fee; however, they did not intend to build the park. Finally, in regard to additional mid-day service, it is not currently in their budget, but they did request that the Town include this request on the Transportation Priority letter that we send to MDOT, as it is a MARC priority as well.
- **Municipal Complex:** Ralph, Mary Ann and I met on March 24th to review the plans submitted by ARRO. We did provide a few comments to ARRO. **PLEASE** see Ralph Ryan's report for additional information on this project.
- **Reservoir / Dam:** Fred Sussman is, as the town budget allows, working on correcting deficiencies in the title. I understand from Ralph that Fisheries has requested that the Town wait until winter to drill the holes in the dam. Refer to

Ralph Ryan's report for additional updates on the dam project.

- **SWPPP (Stormwater Pollution Prevention Plan) NO UPDATE:** The SWPPP was completed and submitted to MDE along with the Notice of Intent (NOI), which has been accepted by MDE. A Nutrient Trade letter was sent to MDE requesting that during the next permitting cycle, the permitted TN load in the NPDES permit for the wastewater plant be reduced by 12.69 pounds per year (in accordance with the SWPPP). I have not heard back from Dr. Yen-Der Cheng of MDE on this issue yet, and it may be awhile before a determination is made since the NPDES permit does not renew until 2018. In the letter, I did request that even if the reduced TN load is approved for the 2018 NPDES renewal that the town not be required to implement it until 2020 (this would give us the 5 years that the legislation allows). Additionally, the updated SWPPP requires training for the staff. Gene Ashford and Alvin Hathaway have completed the training and Shawn Patchell is in the process of taking it.
- **Susquehanna River Bridge Reconstruction and Expansion Project (Amtrak): NO UPDATE:** The resolution and advisories that were approved at last month's town meeting have been posted on the website and sent to the State, Railroad and the City of Havre de Grace.
- **Town Hall** – Invoices have been submitted to the Town's insurer to cover the costs of the cleanup and remediation from the February 2 sewer backup in town hall. The offices are almost restored. The 2nd bathroom is on hold until water issues have been addressed. The town has contracted with Mr. Basement to install a French drain and a sump pump and to further seal the concrete to address the water issues. This is another step that is being taken to address a long term problem with water coming into town hall during heavy rains. Once this is complete, then the other downstairs bathroom can be replaced.
- **Triathlon** – had some correspondence with Neil Semmel regarding the July 11, 2015 Triathlon. Neil is planning to hold the annual volunteer coordination meeting on May 26th at 5pm in Town Hall. I plan to be present for that meeting.
- **VA**
 - **EUL: NO UPDATE**
 - **Truck Route Signs:** Charlie Coppage of SHA (note: he will be taking over for Larry Gredlein, who is retiring this month) is working to set a meeting between SHA, the town and the VA to deal with some of the signage issues. I expect this to happen in mid-April. During the meeting I will ask the VA to ensure that the old truck route is closed. It is my belief that by then a plan will have been put in place to allow continued access to the reed beds through the VA property.
- **Wastewater:**
 - **Licensure** – all of the wastewater plant staff have applied to the Maryland Board of Waterworks and Waste Systems Operators to get their temporary licenses for Class 4 Water Treatment. This is a first step in getting the operators cross-trained. The Health and Safety Committee is looking into any needed vaccinations for wastewater workers.
 - **MDE Delegation Agreement, Town Code Changes and Implementation of a wastewater pre-treatment program NO UPDATE:** This project is temporarily on hold due to changes in staffing at the wastewater plant.
- **Water:**
 - **Licensure** – all of the water plant staff have applied to the Maryland Board of

Waterworks and Waste Systems Operators to get their temporary licenses for Class 5A Wastewater Treatment. This is a first step in getting the operators cross-trained. The Health and Safety Committee is looking into any needed vaccinations for wastewater workers.

- **Water Plant alternate access:** Mayor Eberhardt, Comm. Fox and I met with Norfolk Southern Rep., Kelle Williams on July 11, 2014. Ms. Williams is a Senior Property Agent in the Real Estate Department. She was familiar with the access that the Town is looking for and seemed very willing to help the town get the needed access. In follow up to our meeting, Ms. Williams sent the Town a license agreement for the access area with an initial fee of \$250/year. Fred Sussman has reviewed the document and made suggested changes. The updated agreement, which has also been reviewed by LGIT and insurance certificate issued, is on the agenda for vote tonight.
- **St. Marks Church Road water connection** – A property owner on St. Marks Church Road has again requested a water connection to his property (just outside of town limits). The town had previously entered into an agreement to allow this property owner to connect to the town's water system for 2 EDU's. He abandoned the other proposal and is now hoping to make a connection through Penny Lane to his property. He has been asked to submit a preliminary design for town consideration. A letter was sent to the property owner on March 17th documenting the next steps needed to continue the project.
- **Verizon Wireless** – Verizon has requested to re-open discussions about a ground lease at the Cedar Corner Road location so they can locate their equipment on the SBA communications tower there. Verizon had put the project on hold while they explored needed structural improvements to the communications tower. Apparently, they have completed that due diligence and have said they are now ready to move forward with the ground lease. I expect this to be on the April work session agenda for discussion with an intended vote at the May town meeting.
- **EnerNOC – NO UPDATE** A letter was sent to EnerNOC giving them Notice of Termination of the Demand Response Sales and Service Agreement. EnerNOC has received the Notice of Termination letter and we would expect that they coordinate removal of their equipment with the water and wastewater plant staff.
- **Water Plant intake – NO UPDATE:** November 24, 2014 Met with Larry Frazier and water plant staff to discuss mussels. Some mussel shells were found in the intake during the recent cleaning, however, we do NOT believe the mussels to be zebra mussels. We will be sending the shells to DNR Fisheries for confirmation. Additionally, we understand that while these particular shells do not appear to be zebra mussels, zebra mussels have been found in sufficient quantities in the river to merit the town keeping a close eye on the intake. We plan to have the river side of the intake inspected in the spring. It may require a dive team as it did a few years ago. More information will follow.
- **Welcome Signage: NO UPDATE:** The MOU with SHA has been signed and forwarded to the State. The fully executed agreement has been received and the next steps include getting a design and budget.
- **General Government:**
 - Did follow up work to both last month's Town meeting and the work session.

- Worked on various personnel related issues. Due to the confidential nature of the personnel work, no further report will be given on this issue.
 - Attended to miscellaneous Town business including: communicating with Department Heads on issues related to their departments giving guidance and assistance where needed, wrote and sent various memos to staff as well as other governmental agencies, responded to inquiries from the press, responded to citizens' concerns, reviewed and approved time sheets and leave requests, reviewed accounts payable check runs and A/R aging reports, prepared public statements for closed meetings and proof-read minutes to meetings.
 - Reviewed and approved P.O.'s and invoices on things that I am working on for the Town directly. Forwarded the invoices to accounting for payment.
 - Daily monitoring of Town social media sites in compliance with the Social Media Policy
 - The 2014 Annual Report is complete and posted on the Town's website. Printed copies will be distributed to Board members.
- **Other Meetings:**
 - March 3, 2015 Attended a meeting at North East Town Hall regarding the issues with the County Master Water and Sewer Plan.
 - March 9, 2015 met with Mary Ann Skilling and Doreen Smith to review grant paperwork prior to signing a check request.
 - March 10, 2015 Attended a Tri-Agency meeting at the SHA Elkton Maintenance Shop
 - March 10, 2015 Mayor Eberhardt, Mary Ann Skilling, me and representatives from other municipalities attended a meeting with Cecil County representatives in regard to the County Master Water and Sewer Plan.
 - March 10, 2015 Prepared for and attended the Town Meeting.
 - March 13 and 16, 2015 Met with Rachel Deaner to go over the draft Fiscal Year 2016 Budget.
 - March 17, 2015 Prepared for and attended the Mayor and Commissioners Work Session.
 - March 20, 2015 Mayor Eberhardt, Mary Ann Skilling, Doreen Smith and I met with Lisa Webb, County Economic Development Director, to discuss how to better coordinate economic development efforts between the County and Town.
 - March 24 and 26, 2015 Attended both of the publicly advertised budget work sessions.

NOTE: MDTA plans to put cribbing around the camera pole at the boat ramp. This is to provide better and safer employee access to their equipment.

Treasurer's Report
Town of Perryville, Maryland
April 7, 2015

Projects:

- **FY 2016 Budget**

- Budget Meeting Calendar Final
 - March 24th @ 6:30 pm (for public input and discussion of 1st draft)
 - March 26th @ 6:30 pm (discussion of Operating Budget)
 - April 2nd @ 6:30 pm (discussion of Capital Budget etc)
 - April 9th @ 6:30 pm (discussion of salary and final review)
 - April 14th @ 6:30 pm (Public Budget Hearing and Introduction of Budget Ordinance)
- May 5, 2015 – Adoption of Budget by Ordinance

- **Disposal of Surplus Items (MUNICIPAL Auction)**

- Auction for 2003 Chevy Silverado Truck - ended January 26th and sold for \$5,600.
- Additional Surplus items sold to date:

Title	EndDate	WinnintBid
HP COLOR LASERJET PRINTER 3600N WITH 1 TONER CARTRIDGE	2/13/2015 16:00	\$21.00
Lot of (14) Various Computer Towers and (1) server (hard drives removed)	2/13/2015 16:02	\$41.00
Lot of (6) keyboards, (6) mice, (2) Cisco/Linksys wifi etc.	3/3/2015 14:34	\$17.00
Lot of (3) Dell Computer monitors	3/3/2015 14:30	\$11.00
Lot of (3) Konica Minolta Printers	3/13/2015 14:00	\$42.00
Lot of (3) Printers	3/13/2015 14:00	\$51.00

- **Retention Policy**

- Discussion at May's work session
- Discussion at November's work session – Finance
- Discussion at December's work session – Admin
- Discussion at February's work session – Planning & Zoning

- **Document Scanning System**

- Budgeted \$20,000 to be used in FY15

- **Bids**

Treasurer's Report
Town of Perryville, Maryland
April 7, 2015

- Chemicals – To be voted on by the Board at May's Town Meeting.
- **Trash Removal – To be voted on at April Town Meeting**
- Snow Removal
 - Contract with McGuirk for 3 years (FY15-FY17)
- Heating / Propane
 - Alger Oil won the bid (Dec14 to Dec15)
- **Portable Toilets**
 - **Regal Restrooms won the bid (Apr15 – Oct15)**
- **FY14 Audit – Complete (December-2014)**
- **Surplus / Used Equipment Policy – Complete (December-2014)**
- **Trash Carts at Beacon Point – Complete (November-2014)**
- **Susquehanna Overlook, LLC reimbursement – Complete (September-2014)**
- **Copier Lease – Complete (September-2014)**
- **FY15 Budget – Complete (June-2014)**
- **Local Impact spending plan for FY15-FY17 - Complete (June-2014)**
- **LGIT Renewal – Complete (June-2014)**
- **Water & Sewer Rates – Complete (February-2014)**

Meetings / Training attended:

- March 24 & 26, 2015 – Budget Work Sessions
- April 1, 2015 – LGIT Regional Workshop

February 2015 Statistics:

- 208 purchase orders were processed totaling \$280,408.11.
- 141 accounts payable checks were processed totaling \$262,827.95.
- Invoices sent out totaling \$4,987.88.
- Processed cash & equivalent receipts totaling \$204,797.48.
- On March 13th, received January's Slot revenue from Cecil County totaling **\$97,237.20**. We are anticipating \$97,228.82 for February's Slot Revenue. Life to date (Sep-10 to Jan-15) slot revenue received \$6,492,905.50.

Mayor & Commissioners
Planning Department Report for the Month of March 2015

Zoning Certificates – Processed eight (8) certificates and reviewed application for compliance with the Town’s zoning regulations; none within the Critical Area

Meetings – 3/3 North East Planning Mtg regarding Cecil County/Artesian water and sewer service area concerns and encroachment on growth areas; 3/9 Lower Ferry Pk bids opened publicly; 3/13 onsite meeting to discuss requirements for renovations; 3/17 Work Session; 3/18 attended Safety & Health Committee meeting; 3/18 meeting with Harvey and Sparks Play regarding playground equipment at Community and LF Parks; 3/20 held grant review meeting for requested funds; meeting with Gary Blazinski to discuss locations and requirements for bus shelters-six shelters are ready for Perryville, meeting with Lisa Webb Cecil County Economic Development regarding commercial properties in Perryville and their efforts for marketing such properties; 3/24 meeting with Ralph, Denise to review Town Hall property completed by Arro Engineering; Participated in the meeting with MTA regarding Town requests as a result of the MARC Maintenance Facility proposal; 3/26 planned and coordinated employee appreciation lunch; attended the Route 40 Visioning Workshop at Cecil College; 3/25 Attended Maryland Planning Directors’ quarterly workshop in Annapolis regarding broadband with a presentation by newly appointed Secretary David Craig; 3/20 Meeting with Kurt Sarac regarding his purchase of the Owens Marina and associated properties and his interest in expanding the marina. The property on the corner of Broad and Roundhouse Drive was part of the sale. He expressed an interest in selling the property should the Town be interested; 3/30 North East planning meeting regarding Secretary Craig’s visit to Perryville.

Planning Commission Meetings – no meeting held in March.

Board of Appeals – no hearing was held in March.

Projects, Reports and Agreements:

- Prepared Professional Service Agreement for Mr. and Mrs. Roane for the possible extension of town water to their property on St Marks Church Road from Gales Manor Subdivision with a letter explaining engineering requirements necessary for approval.
- Continue to work with Economic Development Coordinator on finalizing contracts for Façade and Revitalization Grants.
- Provided input on the brochure for Bassmaster event.
- Worked with engineer and DPW on locating water and sewer service lines for Dollar General and other lots associated with the minor subdivision.
- Received information from the County on formalizing the Assigning Obligation Agreement for Forest Conservation. An amendment to the Code is being prepared by Mr. Sussman to accompany the Assigning Obligation Agreement.
- Continue to research information requirements for Corporate Boundary Survey of the Town and document necessary for the project.
- Continue to work on Zoning Ordinance updates.
- Prepared information for Victor Vandellata, owner of the PV Outlets regarding rezoning in response to Mayor Eberhardt as well as Doreen who was also contacted regarding rezoning issues. A previous letter was sent to Mr. Vancellata on February 10, 2014 regarding the same issue after an extensive conversation with the owner. It was

explained that numerous options are available in the C-2 district and rezoning may not be necessary.

- Prepared bid report and recommendation based on the bids and the applicants understanding of the project for consideration at the work session. One bid was considered non responsive because subcontractors were not identified, Non Collusion Form was not notarized and costs were not itemized.
- Reviewed bid from Sparks Play for a band shell to be installed at Lower Ferry Pk.
- Reviewed the Annual Report and made one addition.
- Provided comments on the US 40 Visioning Workshop.
- Prepared a spread sheet of available properties for development in Perryville with SDAT data sheets for Cecil County Economic Development and staff.
- Made application for Main Street booth at the MML Summer Convention.
- Contacted consultant engineer for costs to develop plans for two bus shelters, one on Coudon Blvd across from the library and one at Perryville Station. Cecil County is requiring a design on their road that will require bridging their stormwater drainage ditch.
- The shelter at Principio Health Center has been installed.
- Staff continues to work with the property owner who recently purchased 724 Susquehanna Avenue that was in foreclosure. She has hired a contractor to repair the foundation and connect to the water and sewer service lines along Susquehanna as required by the town.

Code Enforcement

- Wrote 1 citation, sent 2 violation letters
- Gave DPW 2 work requests, abated 5 violations
- Continued to receive complaints, meet with property owners and conduct site visits
- Approved 653 rental licenses for 2015 year, mailed out all approved rental licenses, 37 units are no longer rentals
- Continued to work on updating current codes, conduct research
- Discussed “If I were Mayor” essay contest w/ mayor and coordinated shirt order for students
- In process of obtaining contractor for snow removal on sidewalks

Landlord Tenant Board – No meeting held.

Economic Development

FARMER’S MARKET:

- Attended Farmers’ Market Conference in Annapolis
- Attended Farmers’ Market Promotion Grant Workshop in Cockeysville
- Confirmed attendance of Rock Run Hollow, Calvert Farm, VanHouten Gardens, and Teresa Trczinka at the 2015 Market. Nine vendors for this year’s market.
- Prepared and set up display at the Perryville Library for the Farmers’ Market/MD Agriculture
- Started posting information concerning the 2015 Market Season on online sources

MEETINGS:

- Continued outreach to area businesses

- Attended EDC Meeting
- Attended CC Tourism Committee Meeting – Bassmaster Elite
- Attended Government Relations Committee Meeting
- Attended Cecil County Chamber Business Card Exchange
- Attended Army Alliance Luncheon – DBED Secretary Mike Gill was guest speaker
- Attended Mayor and Commissioner’s Meeting – Grant approvals for Arrowhead Properties and Teresa Cantone Barton (re-allocation of Façade (State) Grant Funds).
- Meeting with CC OED – Lisa Webb, Mary Ann Skilling, Mayor Eberhardt, and Denise Breder
- Perryville Chamber/Spring Fling meeting to discuss the Spring Fling and possibly reviving the Perryville Chamber.

GRANT OPPORTUNITITES/OTHER:

- Completed and submitted grant for Lower Ferry Park to MHAA/MHT.
- Contracts sent to Teresa Cantone Barton and Arrowhead Properties for new grant projects.
- Final request sent to Finance for Kreckman reimbursement. Money received from State.
- Preparing map/literature for handouts during Bassmaster Elite tournament
- Contact with LSHG concerning River Sweep 2015

Accounting – The Planning Department continues to generate monthly invoices for projects and Code Enforcement.

ADMINISTRATION REPORT MARCH 2015

In Process: Rodgers Tavern

- ADA Bathroom and all bathroom fixtures – Waiting on MHT approval.
- Upstairs Bathroom – Repairs in process.
- Repointing repair – Developing RFP.

Events:

- Safety Committee provide employee appreciation lunch on March 26, 2015.

Personnel Manual:

Updated:

- Cable Focus Group meeting will be held on April 8, 2015 at 6:00 pm in the Town Hall meeting room.
- Safety Meeting was held on March 18, 2015.
- Sent spring newsletters to printer.
- Held interviews for Outreach activities coordinator.

Statistics:

- There was 52 boat ramp sticker sold. Last one sold 128.
- Processed 2 payrolls. Along with A/P checks pertaining to Payroll and taxes.
- Door hanger and shut offs for water/sewer was March 19.
- Processed 7 Deeds.
- 1 dog tag sold.

1) Projects

a) Reservoir Road Dam

i) Reservoir is maintaining minimal water levels. Sent out dam breaching plan set with supporting calculations to Army Corps of Engineers (Stephen Elinsky), MDE (Tamene Dilnesahu, Louis Parnes), MDE Dam Safety (Bruce Harrington), Maryland Department of Natural Resources (Brett Coakley, Jim Thompson), Cecil Soil Conservation District, Cecil Department of Public Works (John Fabian, Van Funk) for approval. Received some comments back. From what I received so far from Cecil County, Soil Conservation District, Maryland Fisheries, the project should have no problems due to the minimum impact.

b) Elm Street

i) Received review comments back from the county concerning the Elm Street submission. In order to meet the SWM demands from the county, the Town proposes to plant various trees on a separated lot to appease the SWM criteria. Working with county DPW on how many trees and the location. Working to obtaining the necessary permits from the County to begin construction. Project main concerns are the following: Illicit connection payment plans for home owners, temporary easement documents, handicapped access to residence, driveway access where proposed upright curbs are located, possible illicit discharges, parking, and various fences and trees to be replaced / removed, electrical and cable conduits and duct banks. Working with Delmarva to get underground conduits and street lights. Construction plans to show underground conduits and street lights. Delmarva has given the Town a preliminary estimate of \$85,000 to do the following: Convert aerial secondary service to underground secondary service on required homes (the Town to provide conduit), Convert aerial primary wire to underground primary cable, Remove poles, relocate facilities, and place new facilities and obtain easement where necessary (the Town will help Delmarva with easement and property boundary information). Delmarva is asking for \$8,500 as a preliminary Design fee deposit. I asked Northern Bay for a quote on the property boundary research along Elm Street (\$15,000). This is required for permanent easements for street lights and electrical transformers. Since these events, during the March monthly Town Work Session Meeting: the Mayor and Commissioners has determined that the proposed underground electrical conduits are not economically feasible and plans to pursue the design have been cancelled. Received Verizon conduit duct bank drawings along Elm Street, plans are not definitive on depth and location, the Town will dig test pits with the help of Miss Utility to ascertain depth and location.

c) Town Hall Site

i) ARRO has conditional approval of the concept SWM plan for the Town Hall project provided we find an acceptable drainage outfall for the project. Construction plans by ARRO have been submitted to the railroad companies and county agencies for approval. Once I receive extra copies from ARRO, I will send the copies of the Town Hall plan set to the Perryville Planning Commission and Little League for approval. Once the concept plans are approved by the county and railroads, I will notify Landmark Engineering to complete their design of

the Police Station. The Police Station drainage design will tie into ARRO's proposed storm drain system along the railroad.

ii) McCrone has revised, signed and sealed their legal description documents of the Town Hall property and will be submitting the documents and record plats to the county for finalization, waiting for signatures.

d) Dollar General

i) It was determined by a private utility locating contractor that the existing SS laterals for the neighboring Relax Inn motel and liquor store are connected to the Town public sewer across Route 40, this was verified by cameras and dye test. It was determined that the Town is responsible to ascertain information as to how and where the SS laterals cross Route 40. In the future, manholes must be placed at the underground SS junctions, especially crossing Route 40. The Town has asked Video Pipe Services for a quote, to video survey specific SS manholes to verify the SS depth and where it crosses Route 40. May need to ask for more quotes from competing video survey companies. This will need to be done before FWA should propose a SS connection for the Dollar general.



Perryville Police Department

448 Otsego Street, P.O. Box 511 Perryville, MD 21903

Charles V. Wernz, Jr.
Chief of Police

TELEPHONE: 410-642-3725 FAX: 410-642-3724

James L. Eberhardt
Mayor

Monthly Report March 2015

Current Projects

- Training is ongoing for the new CAD / RMS. Expect total on-line conversion Oct. 2015
-

- Officer Huffstutler completed his field training and is now on patrol.
-

- We have firearms training scheduled for the first week of April.
-

- Working on policy for the approval of the use of body cameras for all sworn personnel.
-

- Several personnel attend Passenger Train Emergency Response training provided by Amtrak.
-

- The Department is currently accepting applications for a non-certified police officer with a closing date of April 13, 2015. We will send the selected applicant to the MDTA academy that starts on June 10, 2015.

Perryville Police Department Monthly Police Report
March, 2015

	January	February	March	Year to Date 2015
ROBBERY	0	0	0	0
ASSAULT	2	3	4	9
BURGLARY	2	0	2	4
THEFT	1	3	8	12
Auto Theft	0	0	2	2
CDS	1	3	3	7
DISORDERLY	1	0	1	2
MDOP	0	2	0	2
ADULT ARREST	6	9	25	40
JUVENILE ARREST	1	3	2	8
Referrals to Outreach	0	0	0	0
CITATIONS	16	17	30	63
WARNINGS	5	23	25	53
SEROS	0	2	2	4
ACCIDENTS	9	3	11	23
52 (Investigated)	6	2	6	14
89 (no Investigation)	3	1	5	9
Total calls for Service	144	214	277	635

March 31, 2015

Perryville Police Department

Outreach Program

Town Report

March 2015

Overall Monthly Attendance: 188

Number of New Referrals: 0

Number of New Members: 3

Announcements

The Outreach Program is excited for the upcoming spring and summer months. We will be conducting an outdoors fitness program for any youth who wish to participate. Our goal will be to improve physical fitness and overall physical health. We will do this through exercise including light weight lifting, stretching, and cardio work as well as continuing to teach proper nutrition and healthy eating habits. Outreach hopes to teach the youth the importance of taking care of their body and also to encourage and give confidence to youth to participate in after school sports if desired.

The outreach Program will be participating in River Sweep again this year. River Sweep is an event Outreach looks forward to every year since it not only offers an opportunity to clean up trash in our community but it also provides us with an opportunity to do so with many other locals who share a love for the Town of Perryville.

Outreach has conducted interviews for the activities coordinator position and hopes to have the position filled very soon.

The Outreach Program participated in Adopt-A-Highway and Park Clean Up, along with other usual monthly activities. Please like our Facebook page and share any good news or activities you see within our community. Also check our monthly calander for upcoming activities.

DPW Report - March 2015

Projects/Other Events:

Crosswalks/Detectable Warning Devices:

- DPW Staff will begin installing detectable warning devices and new crosswalks as weather becomes suitable.

Traffic Calming:

- DPW staff continues to investigate costs associated with other traffic calming devices (i.e speed humps, speed bumps, rumble strips, etc) that may be used in other areas of town to reduce speeding.
- DPW will continue installing stop bars at intersections throughout town as part of a traffic calming measure when the weather becomes suitable.

Paving/Sidewalk Repairs:

- DPW Staff continues to repair potholes throughout town that had developed as a result of winter weather. More extensive repairs and paving projects will begin as soon as weather becomes more stable and allow for the paving process.
- DPW staff repaired a section of sidewalk on Susquehanna Avenue and a section of sidewalk on Arch Street.

Water/Sewer/Stormwater:

- A new gate valve was installed in the Front Street Pump Station. The new valve replaces an existing valve that was beyond repair. This valve allows for isolation of a pump within the station that can be closed to perform maintenance. This valve was also necessary to be replaced in order to install the new, safer, more efficient pump that is to be installed in the coming weeks.
- After receiving complaints of low water pressure in the Gotham Bush neighborhood DPW discovered repairs that need to be made to a booster station for that area. Most of the necessary repairs have been made and pressure is back to normal. Other repairs are scheduled to be made when necessary parts are available.
- DPW employees assisted the WWTP staff in draining and washing down basins.
- A failing storm drain on the corner of Front Street and Locust Street was rehabilitated.
- Quarterly meter reading began on Monday, March 30th.

Training:

- DPW Staff continues to attend a 10 hour OSHA certified online training for General Industry Safety. 2 other DPW Staff members continue to attend a 30 hour OSHA certified online training for General Industry Safety.

Town Events:

- There were no Town Events to prepare for this month

Weather Related Events:

- DPW Staff spread salt and plowed streets as needed for multiple winter weather events throughout the month.

Other:

- More safety lighting was installed on the rear of the Town Hall as a safety precaution to better illuminate the rear parking lot area.
- DPW Staff finished painting the offices on the first floor of the Town Hall. Staff also replaced missing door and baseboard trim. A new high flow toilet was ordered and will be installed to help prevent future backups.
- A Purchase Order was issued to "Mr. Basement" to address areas of the Town Hall where water is entering the building during rain events.
- Electric hand dryers were ordered for the Town Hall in order to eliminate the need for paper towels in the restrooms.
- DPW will continue to install the upstairs restroom at Rodger's Tavern as time allows and other, higher priority tasks are completed.
- DPW staff prepared and hung a banner for the Restore Church Annual Easter Egg Hunt. DPW staff also removed the banner.
- A new electric gate opener was installed at the DPW Shop entrance. The previous gate was beyond repair due to some issues with voltage drop from the meter. The new gate is better suited to deal with such situations. The gate remains closed and can be open by a code or by remote control.
- Spring/Summer equipment such as mowers, weed eaters, etc. are being serviced and necessary repairs are being made in preparation for the upcoming warm weather months. Winter equipment has been serviced and placed in storage.

Daily Events:

- **Waste Water** -Check pumping stations to assure that all equipment is operating properly.
- **Flags**- Raised at locations throughout town. (Aiken Avenue, Town Hall, Community Center and Rodgers Tavern)
- **Utility markings**- utility markings throughout town are completed for contractors that are doing underground construction within town limits.
- **Work orders**- Meter readings, leak detection, re-reads, building repairs, vehicle repairs, etc.
- **Maintenance and repairs**- All town owned equipment by performing oil changes, repair fuel lines, grease fittings, replace brakes, etc. DPW also maintains infrastructure by cleaning storm drains, cleaning waste water collection lines, etc.
- **Building Maintenance** – A DPW employee is performing monthly facility inspections and making repairs and addressing issues as needed.
- **Mowing** - DPW will resume grass cutting responsibilities at the town owned properties. i.e, Town Hall, Community Center, Police Department, Lift Stations, Elevated Water Tanks, DPW Building, etc. in the spring.

Monthly/Scheduled events:

- **Bulk Trash** -picked up for those residents who scheduled for a removal.
- **Yard waste** – Was picked up for residents who have called and scheduled for removal.
- **Fire Hydrants/ Extinguishers** –Fire hydrants are being scheduled to be flushed again in April. Those dates will be advertised in the local newspaper, on the Town's website and on social media sites. Fire Extinguishers are inspected monthly to check for defects, loss of pressure, cracks in the hoses, etc.

Parks report for the month of March

- Snow plowing and salting of roads on 3/2/2015
- Cleaning of sidewalks at Rodgers Tavern and community park
Also plow the walking trail and clean off steps at the boat ramp
- Cut up and remove falling tree on park rd.
- 3/12/2015 fill in sink holes by the sidewalk at Rodgers Tavern
- Pick up toilets that was dumped in the woods on park road
- Straightened signs up in the community park (high winds)
- Replace missing bolts on the finger piers (Lower Ferry Pier)
- Mulching trees and flower beds in town and at the community park
Total of 60 yards
- Install floating pier at the boat ramp on 3/30/2015
- Cutting down dangerous trees along park road (contractors)

Playground at the community park

We have a design of the new playground in place, the name of the company is sparks play. I am waiting on a total price from them which I should have sometime next week. I can give you the design and materials pricing if want it, so that we can get everyone's opinion and move forward.

Monthly Water Plant Report for March 2015

- Produced 11.8 million gallons drinking water.
- All operators obtained there temporary Cass 5A wastewater license. And soon will start cross training.
- We had some electrical issues with the filters. These issues have been repaired by D&P electric.
- All Lab and state reports have been done and turned in.
- We were also having some communication problems with the SCADA system. GE's Tech support corrected the problems in 3 days.

Wastewater Plant Report-March 2015

- The wastewater plant had a total of 42.169 million gallons come in the plant and 40.149 million gallons of total flow was treated and 13.963 million gallons of V.A flow in March.
- We had a new flow meter installed by WG Maldon and all of the staff read the swppp and took the test.
- We are cleaning the filter feed pump filters two times a week.
- The yearly samples for discharge permit have been done.
- Sherwood & Logan came and checked out reed bed sludge pumps at no charge.
- We started feeding defoamer in the sbr's to help with removing the foam from the sbr's for better testing results.
- We hooked up a six inch pump from Godwin Pump's and pumped out sludge from the uv basins for better water leaving the plant.
- We had to replace chain links on filter feed pump filters.