

Staff Reports from Town Meetings

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**Town Administrator's Report
Town of Perryville, MD
For the May 6, 2014 Meeting**

Project Status Updates:

- **Annexation:** A Petition for Annexation has been submitted to the Town for approximately 2 acres of property to be annexed. The property is located at the intersection of MD 222, Heather Lane and Reservoir Road. The proposed development of the property is for a fast food restaurant. **NO UPDATE:** We are still waiting on an executed Professional Services Agreement and other documentation from the petitioner in order to move forward with evaluating and considering the request to annex.
- **Cable TV Franchise Agreement: NO UPDATE:** The existing franchise agreement ends in November of 2016. The franchisee is invoking the formal renewal provisions, Section 626, of the 1984 Cable Communications Policy Act, so I expect Perryville will be entering into an informal process of negotiation with the franchisee. More information will become available as we go through the process. Sue Ellen Ferguson of Council, Baradel, Kosmerl and Nolan is assisting the Town with the legal elements of the process.
- **Charter** – A Charter Amendment Resolution is proposed to allow for the budget to be adopted by Ordinance instead of Resolution.
- **Grants - Façade, Revitalization and 501(c):** All of the FY 2014 grant funding is committed to projects. You will receive updates on those projects when they reach completion. A listing of projects, by grant type, is below:

501(c) Grants

The Community Fire Company of Perryville, MD, Inc. \$5,910

Perryville Little League \$10,000

- A zero turn riding mower was purchased and a check for \$10,000 was paid to the Little League; Grant is complete.

Restore Church \$4,090

- An advance of \$3,000 was given to Restore Church for the Easter Egg Hunt. The event was held on April 19th with a few thousand people in attendance. We are waiting for the paperwork to finalize the grant.

Total 501(c) \$20,000

Revitalization Grants

Arthur Wood \$9,297

Theresa Cantone \$9,036

Robert Bailey \$14,688.75

Arrowhead Properties, LLC \$10,978.25

Total Revitalization \$44,000

Façade Grants

Lori Thompson \$10,012.50

Tony Barber \$3,840

Kim and Dorothy Kreckman \$831

Georgine Porter \$14,627.75

Arrowhead Properties, LLC
Total Façade

\$20,688.75
\$50,000

- **MARC Maintenance and Layover Facility:** A draft Professional Services Agreement, prepared by Fred Sussman with scope of services prepared by Mary Ann Skilling, was submitted to MTA. The Professional Services Agreement is the first step in evaluating this project and will ensure that the Town is reimbursed for any and all costs incurred in review and consideration of the project, **whether or not** the Town approves the water and sewer connection. Once the Agreement is executed, staff and consultants will proceed with review and recommendations. **UPDATE:** The State rejected the Professional Services Agreement and proposed instead an "Intergovernmental Cooperative Agreement". The Intergovernmental Cooperative Agreement is on the agenda for your vote tonight.
- **Reservoir / Dam:**
 - **UPDATE:** The project is in process and we expect a report from consultant T&M before the end of the fiscal year.
- **Susquehanna River Bridge Reconstruction and Expansion Project (Amtrak):**
 - **UPDATE:** A meeting was held in Havre de Grace on April 28th to share information about the project and to gather public. I attended the meeting, as well as Commissioners Linkey and Fox, on behalf of the Town. **See the attached** information sheet that was distributed at the meeting.
- **VA EUL: NO UPDATE**
- **Wastewater:**
 - **Overflow: NO UPDATE** On 11/25/13 there was a sanitary sewer overflow on Broad Street. It was appropriately dealt with and cleaned up by DPW with proper notification being sent to MDE.
 - **Unlawful Discharge NO UPDATE:** Received a letter from the user's consultant on 8/19/13 requesting to re-connect with no pre-treatment requirements. A reply letter was sent to user and consultant on 8/29/13 requesting additional information and clarification of inconsistencies. We are still waiting on reply letter from user or consultant. The user remains disconnected from the plant. On November 19, 2013 an email was sent to the user asking if they had a reply to our letter. I have not received a response to that email.
 - **Overflow NO UPDATE:** 02/05/14 there was a non-compliance (overflow) at the wastewater plant. The overflow was approximately 500 – 600 gallons and was appropriately reported to MDE.
 - **MDE Delegation Agreement, Town Code Changes and Implementation of a wastewater pre-treatment program:** Sue Ford of CBKN has submitted a draft amendment to the Town Wastewater Code. DBF has submitted a proposal to assist the Town with the Code review and pre-treatment program. There is no funding left in the current year budget to continue this initiative; however, there is funding in the proposed FY'15 budget. Assuming the funding remains in the budget upon adoption, this project will resume after the start of the new fiscal year.
- **Water:**
 - **Water Plant alternate access UPDATE:** I sent an email to Scott Muir of Norfolk Southern on 03/03/14 and a voice mail on 04/29/14 requesting the direct contact with the N.S. Real Estate Department so that the Town can move forward with acquiring an access easement. I have not heard back from Scott yet.

- **Water Overflow at water plant on 11/13/13** The Town was fined \$5000 for this overflow.
- **Cellular Tower and Communication Company Requests:** Perryville has received written requests from the following:
 - **SBA** – to extend the term of the existing lease; proposed terms and conditions to extend the lease were not very beneficial to the Town and were postponed, but SBA has requested that we resume discussions.
 - **AT&T** – to co-locate equipment on the SBA tower and to enter into an agreement with the Town for ground lease
 - **Verizon Wireless** – initial meeting request to look at leasing ground space near the SBA tower

Due to the interest in the property, the specialized industry and the desire to maximize the lease terms and conditions, including the amount of revenue the Town's Water Fund (property owner) could receive, a purchase order for was issued to Steel in the Air (SITA) to act as a consultant to assist the Town with recommendations on pricing and some of the specialized terms and conditions. SITA did provide a report on their findings. Negotiations are continuing to include trying to make sure that the agreements include terms and conditions that are acceptable to the Town. We are expecting to have agreements for your consideration in the May/June time frame.

- **Website Request for Proposals (RFP):**
 - **UPDATE:** At the February 12th Town Meeting the bids were voted on and the award went to Virtual Towns and Schools (VTS). The contract with VTS has been executed and they are in the process of creating the new website.
- **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: ensuring contracts are sent out for execution, 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, reviewed and approved time sheets and leave requests, reviewed accounts payable check runs and A/R aging reports, 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.
- **Other Meetings:**
 - April 1, 2014 Prepared for and attended Town Meeting.
 - April 2, 2014 Prepared for and attended a Staff Meeting. Topics discussed included: Departmental Reports, distribution of hard copy of the LGIT Hazard Evaluation and related discussion/assignments, review of Town meeting/ work session, website updates, events to include road closure notification. The next meeting is scheduled for May 13th at 10am.
 - April 3, 8, 10 & 22, 2014 Prepared for and attended the budget work sessions and hearing.

- April 8, 2014 Participated in a conference call with Commissioner Brown, Harvey Cage and American Forests. The tree planting has been postponed. We are hopeful it will occur in the fall.
- April 9, 2014 Harvey Cage and I met with Terry Maxwell and Al Califano of National Rec Trails (NRT) and Mary Ann Lisanti and Brigitte Carty of LSHG for NRT's inspection of Grant RT0715, which consisted of improvements and amenities at Lower Ferry Pier and was completed a few years ago. NRT was pleased with the project. Additionally, Shirley Miles pulled the grant files and provided paperwork documentation for the inspection.
- April 15, 2014 Prepared for and attended the Mayor and Commissioner work session.
- April 23, 2014 Took the CPR/AED training in Town Hall, and received a certification card.
- April 24, 2014 Phone conference with Fred Sussman regarding the Social Media policy
- April 29, 2014 Submitted the LGIT loss control survey, Chief Wernz also assisted with this to answer the questions related to law enforcement. This survey is a tool that they use to determine possible premium refunds.

Treasurer's Report
Town of Perryville, Maryland
May 6, 2014

Projects:

- FY15 Budget
 - Scheduled to begin February 2014
 - Budget Calendar – posted on Town's Website
 - Feb. 14th – Constant Yield Due from State – emailed to Board on 02/19/14.
 - Budget Work Session – Tuesday, March 25, 2014 @ 6:30pm
 - Budget Work Session W&S Fund – Thursday, April 3, 2014 @ 6:30 pm
 - Budget Work Session Gen. Fund – Tuesday, April 8, 2014 @ 6:30 pm
 - Final Budget Work Session – Thursday, April 10, 2014 @ 6:30 pm
 - Budget Hearing – Tuesday, April 22, 2014 @ 6:30 pm
 - Adoption of Budget – Tuesday, May 6, 2014 @ Town Meeting
- Bids
 - Snow Removal – To be voted on by the Board at May's Town Meeting.
 - To be discussed at April's work session.
 - Trash Removal – To be voted on by the Board at May's Town Meeting.
 - Chemical – To be voted on by the Board at May's Town Meeting.
 - Heating / Propane
 - Alger Oil won the bid December 2013
 - Portable Toilets
 - A Flush Away won the bid March 2014
- Copier Lease
 - Review of proposals received to replace Copier Lease agreements for Town Hall Copiers (2).
 - Possible discussion at May's work session
- Retention Policy
 - In Progress – Final review
 - Possible discussion at May's work session
- Local Impact spending plan for FY15-FY17
 - November 21st - Public Meeting with Board review and discussion.
 - Meeting minutes approved at Jan. 7th Town Meeting
 - Jan 2014 - Submission of plans to Local Development Council (LDC).
 - Multi-year budget sent to LDC on Dec. 16th
 - Feb 2014 – LDC meeting to review and make recommendations on plan submitted. – Plan approved by LDC (03-26-14)
 - May 2014 – Adoption of multi-year plan with Budget.
- Water & Sewer Rates
 - Discussed at December's work session
 - Discussed at January's work session and revised
 - Approved at February's Town Meeting

Meetings attended:

- April 15th - Town Work Session
- April 2nd - Department Head staff meeting

April 2014 Statistics:

- 212 purchase orders were processed totaling \$410,318.26.
- 111 accounts payable checks were processed totaling \$335,277.07.
- 18 invoices were sent out totaling \$204,853.37.46 which includes the VA 3rd Qtr. wastewater treatment and debt payment totaling \$194,894.73.
- Processed cash & equivalent receipts totaling \$215,727.69.
- On March 28th, received February's Slot revenue from Cecil County totaling \$93,369.77.

Mayor & Commissioners
Planning Department Report for the Month of April 2014

Zoning Certificates – Processed nine (9) certificates and reviewed application for compliance with the Town's zoning regulations; two (2) within the Critical Area.

Meetings – 4/2 Attended Staff Meeting; 4/3 Meeting with County Executive regarding CDBG Grant and assistance with CDBG relocation requirements; 4/8 Participated in Town Budget Meeting in support of Planning Department budget; 4/10 Attended CDBG Workshop in Annapolis; 4/9 Dianna volunteered to help MML to read submitted essays for "If I Were Mayor, I Would...";; 4/15 Attended Work Session and arranged speaker to discuss CDBG grant process; 4/17 attended Cecil County Transit meeting;; 4/21 Employee Healthy Lunch; 4/23 CPR/AED employee training; 4/28 Attended Cecil County WIP meeting; 4/30 Lower Ferry Park Public Meeting.

Board of Appeals – No meeting is scheduled for April.

P&Z Meetings – Meeting was held 4/21--reviewed and approved 2013 Annual Report to Maryland Department of Planning.

Projects, Reports and Agreements:

- Continue to work with MDTA on developing a MOU between the Town and MDTA to pay for our consultant to review upgrades to their facility to determine the requirements for a pretreatment plan and permit.
- Cecil Transit Meeting 4/17 –Staff reported ridership up 9% over 1st quarter 2013, Perryville service continues increasing passengers with one day record of 154 passengers, 298 students to Cecil College are registered, service is provided to IKEA 7 days a week for multiple shifts, Greyhound service between Wilmington and Baltimore on US40 include a stop in Perryville at 5404 Pulaski Highway, Veterans Bus Pass program is provided to 889 veterans, new routing program will go live the week of 6/9 and the new passenger information systems will go live the week of 7/21. The County is finalizing the MOU with SHA and the new bus shelters have been ordered.
- Prepared information for Public Meeting on Concept Plans for Lower Ferry Park to be held on April 30 at 6:30 in Town Hall. Letters were sent to surrounding property owners and to Owens Landing HOA.
- Continue to work on finalizing contracts with Economic Development Coordinator for Façade and Revitalization Grants.
- Continued researching and collecting data for the write up for the Maryland Sustainable Communities Grant application.
- Prepared calendar and data for revitalization project.
- Continue to follow up on Amendment to Zoning Ordinance with Town Staff.
- Prepared the 2013 Annual Report for Planning Commission approval to be submitted to the Maryland Department of Planning (MDP). A copy has been provided to the Board as required.
- Prepared the Priority Funding Area (PFA) review for MDP concurrence for the Susquehanna Overlook annexation (Happy Valley).
- Considerable time was spent working with Mr. Hodgett, Ms. Stone from DHCD and Cecil County on acquiring property for housing project with Community Development

ADMINISTRATION REPORT APRIL 2014

In Process: Rodgers Tavern

Events:

- Little League Parade for April 12th.
- Restore Church Easter Egg Hunt April 19th.
- Good Shepherd Walk May 10th.
- First Baptist Church Perryville Block Party for May 17th.
- Cody Richardson Memorial Scholarship 5K Run and Fun Walk for May 31st.

Personnel Manual:

Updated:

- Increase in water/sewer rates to start July 1, 2014 that will be billed October 15, 2014. This is a three year increase.
- Spring newsletter out March 27th.
- CPR and AED Training

Statistics:

- There were 82 boat ramp stickers sold. Last one sold 207.
- Processed 2 payrolls. Along with A/P checks pertaining to Payroll and taxes.
- Processed 4 Deeds.
- Sold out of dog tags.

1) Projects

- a) Reservoir Road Dam Emergency Action Plan
 - i) Expecting the T&M Associate Dam report by the end of this month. After phone conversations, T&M believes that immediate action should be taken to drain the reservoir water level down to relieve structural stress. Ultimately T&M believes that the dam should not be salvaged or revitalized. If it is the wish of the Town, I will correspond with the state dam authorities to drain the reservoir permanently.
- b) Elm Street & Otsego Street
 - i) Finished the Temporary Construction Easement documents.
 - ii) Working on a SWM report to submit to Cecil DPW in order to warrant a waiver to build and service SWM facilities.
- c) Town Hall Site
 - i) ARRO should submit their concept plans for the Town Hall and Little League to the county before the end of the month. Set up a coordination meeting with Landmark and ARRO in order to design the drainage and SWM for both the Police Station and Town Hall.
 - ii) McCrone is nearly finished with the Town Hall re-subdivision plan, I created worksheets for the Mayor and Commissioners to decide how the Town Hall property should be subdivided.
 - iii) ARRO is planning to conduct soil borings this week around the foundations of the new Town Hall Building. Some of these soil borings unfortunately coincide inside the little league ball field. The infield third base line will be affected and must be coordinated with little league officials.
- d) 1232 Cedar Corner Road –
 - i) Corresponded with Atlantic Broadband in order to document fiber optic and other underground utility lines. Provided Verizon and AT&T's design engineers (Advantage Engineering) with additional information and design alternatives. They are currently working on a new layout for the equipment based on my suggestions.



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 April 2014

Current Projects

- Working with Architect Manns Woodward for the new police building.

- Received \$22,800 from the Department of Justice. Proceeds from a K-9 scan for MSP. Currently working with Rachael (finance) to purchase equipment using these funds.

- Provided support for the Little League parade on April 12, 2014.

- Cecil County Chiefs are working with a consultant for the new CAD / RMS.

- Joined forces with Cecil & Harford County Task Force personnel and conducted a joint saturation patrol. .

- National Prescription Drug Take back on April 26, 2014 produced approx. 45 lbs.

- Provided support for the Restore Church Easter egg hunt on April 19, 2014.

Perryville Police Department Monthly Police Report
April, 2014

	A	B	C	D	E	F
1						
2						
3		February	March	April	Year to Date 2014	
4	ROBBERY	0	0	0	0	
5	ASSAULT	2	2	2	10	
6	BURGLARY	0	1	1	2	
7	THEFT	5	9	6	26	
8	Auto Theft	1	0	0	1	
9	CDS	1	3	1	6	
10	DISORDERLY	1	1	0	3	
11	MDOP	1	0	0	2	
12	ADULT ARREST	10	18	12	49	
13	JUVENILE ARREST	0	0	0	1	
14	Referrals to Outreach	0	0	0	0	
15	CITATIONS	10	15	10	51	
16	WARNINGS	12	15	10	49	
17	SEROS	1	1	0	2	
18	ACCIDENTS	9	10	10	45	
19	52 (Investigated)	1	3	0	7	
20	89 (no Investigation)	8	7	10	38	
21						
22	Total calls for Service	263	269	335	1200	

April 29, 2014

Perryville Police Department

Outreach Program

Town Report

April 2014

(As of 4/28/14)

Overall Monthly Attendance: 253

Number of New Referrals: 0

Number of New Members: 0

Announcements

The Outreach Program had to say goodbye to administrative assistant, Emily Pierce, this month. Although her time with us was short, she will be missed. We are currently in the process of filling this position.

The Outreach Program had a blast at this year's annual River Sweep! We would like to thank everyone who played a role in making our community a cleaner, safer place for its residents and its animals!

The Outreach Program is happy to hear the Community Garden will be hosting one more growing season in its current location next door, and our staff and members are ready to lend a helping hand!

The Outreach Program is looking forward to participating in two events this month. At the Spring Fling, we plan on setting up a table with information available on the Outreach Program, as well as volunteer with the set-up and clean-up processes. The same day, the Outreach Program will also be running an information table at the First Baptist Church of Perryville Block Party!

The Outreach Program and its members are once again excited for this year's CGR Relentless Run in memory of Cody Glen Richardson, who in July 2011 lost his life too soon in a tragic car accident. This event not only honors this young man's life and memory, but benefits the surrounding community by raising money for Cecil and Harford County Seniors pursuing a college education. Please go to cgrrelentless.com for more information on this event! In preparation for this event the Outreach program will be increasing our physical activities during after school hours with participating members.

DPW Report- April 2014

Projects/Other Events:

Crosswalks/Detectable Warning Devices:

- Improvements to crosswalks and detectable warning devices will continue when warmer weather returns.

Traffic Calming

- DPW staff is investigating 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 staff will continue to install stop bars at intersections throughout town as part of a traffic calming measure. (These devices will have to wait for warmer weather before installation resumes)

Paving

- The RFP for the patching/paving of Frenchtown Road will be advertised in early May. The project is expected to be completed prior to July 2014.
- DPW Staff continues to temporarily filling potholes as they appear from the aggressive winter weather.

Water/Sewer/Stormwater

- A section of sanitary sewer on Cole Street that was found to be beyond repair has been replaced by Stewart and Tate.
- A storm drain on the corner of Cedar Corner Road has been repaired.
- A storm drain on the corner of Aiken Avenue Extended and Charles street was rehabilitated to allow for better drainage.
- An antiquated VFD burnt up at the Front Street pump station has been replaced by a new updated VFD that is the same brand/model/make as the two previously replaced VFD.
- New controls and floats were installed at the River Shore PS to replace controls that had failed.
- DPW is acquiring quotes to update the antiquated controls and equipment in Front Street Pump Station.
- DPW began upgrading the meters on Starboard Court to RF (Radio Frequency) meters. This was part of the FY 2014 budget plan. More upgrades will be made as the FY 2015 budget allows.

- DPW continues to look into a possible leak on McLhinney Avenue. One discovered leak was repaired and we are awaiting a return visit from MRWA leak detection specialist to see if any other leaks exist. DPW is also in contact with a camera crew regarding the inspection of the discovered to storm water management line that appears to have been previously abandoned to determine if the line should remain active.

Training

- DPW employees attended a brief mathematics refresher in Havre De Grace in preparation for licensing exam on May 2.

Town Events:

- DPW staff hanged banners to advertise local events such as the Restore Church Easter Egg Hunt and the Town's Farmers Market.

Weather Related Events:

- DPW Staff worked throughout April 30 monitoring flooding conditions, blocking roads and maintaining lift stations as a result of the torrential rains that came through the area.

Daily:

- **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. A large project for Aiken Avenue has led to the marking of all town owned utilities from Rte. 40 to Broad Street.
- **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. The DPW continues to operate, clean and maintain snow equipment for predicted upcoming events. DPW also maintains infrastructure by cleaning storm drains, cleaning waste water collection lines, etc. A vehicle lift was installed in the DPW building to allow for a more efficient vehicle maintenance program.
- **Building Maintenance** – DPW employee is performing monthly facility inspections and making repairs and addressing issues as needed.

- **Mowing** - DPW has begun maintaining grass cutting at the town owned properties. i.e, Town Hall, Community Center, Police Department, Lift Stations, Elevated Water Tanks, DPW, etc.

Monthly/Scheduled events:

- **Bulk Trash** -picked up for those residents who scheduled for a removal.
- **Yard waste** –On the first and third Tuesday in April, DPW staff picked up yard waste throughout town for all residents who placed items at the curbside for removal.
- **Fire Hydrants/ Extinguishers** –Fire hydrants were flushed April 21st through April 24th as part of the the twice yearly flushing schedule. Dates were advertised in local newspaper, town website, social media and on town bulletin boards. Fire extinguishers are inspected monthly for correct pressure, cracking hoses, or any other issues that may cause the extinguisher to fail.

April Monthly Report (Parks)

- Mulching all flower beds on the walking trail and boat ramp area also finished mulching in the community park
- Repaired drinking fountain at the community park (leaking)
- Clean drains out at the park for heavy rains
- Removed rotten split rails at Rodgers Tavern
- Install DNR sign at the fishing pier (must have fishing license)
- Paint grills at the community park
- Replace two grills at the park(rusted out)
- Aerate the multipurpose fields
- Repair down spout on Rodgers Tavern
- Clean bathrooms at the comfort stations (weekly basis
- Repair fence around dumpster
- Clean up and trim trees on the v a trail (not finished)
- 4/26/2014- river sweep Harvey, Jeff, Jared
- Cut down dangerous trees at Stumps Pt. (safety)

Monthly Operating Report

April 2014

Water Treatment:

- Treated 16.7 million gallons of river water and produced 15.2 million gallons of potable drinking water for the residents and businesses
- Completed SRBC Quarterly report
- Operators performed a Citric Acid recovery clean on membrane train #4
- Had H&B Plumbing onsite to repair sewage grinder pump
- Performed fire hydrant flushing with DPW and kept an operator on duty to keep towers full during flushing
- Completed AED and Choking training
- Larry Frazier attended budget meeting for fiscal year 2015
- Had 1000 gallon delivery of Del-Pac 20/20
- Sherwood Logan was here evaluating sluice gate for membrane train 4. It keeps draining down overnight. We found that a piece of the sluice gate is broken and it will have to be pulled from the basin and taken apart to install the new slide piece.

Wastewater Treatment:

- Treated 24.6 million gallons of raw sewage from which 7.2 million gallons came from the Veterans Administration.
- Operators performed a Chloramine wash maintenance clean on both disc filters
- Operators sprayed weed kill around pipes at Reed Bed site around the pipes that are exposed.
- Accurate Air was here to make a temporary repair on the heat pump belt drive motor. The base for the motor is broken and they are fabricating a new piece of metal to make a permanent repair.
- D&P Electric was here to reset raw pump #1. It would not allow us to reset the motor drive.
- Power outages caused operators to reset SCADA system numerous times throughout the month
- Started mowing grass and weed eating for the season