

Staff Reports from Town Meetings

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Town Administrator's Report

July 2, 2019 Town Meeting

06/03 Jackie Sample, Tara Dvorak, Billy Nelson, Deb Hill and I attended Civilian Response to Active Shooter Events (CRASE) training at the Rising Sun Banquet Hall. The training was provided free of charge through Chesapeake Employers Insurance Company. After the training, we have started to put together an Active Shooter Preparedness Plan for the Perryville Town Government. Some aspects of the plan are easy to implement and we are working on those now. Others may require a budget, so once we get the plan together, we will assess the needs and let you know how we need to proceed.

06/04 Prepared for and attended Town Meeting.

06/06 Held a Leadership Meeting with Department Heads. The following topics were discussed: Departmental Reports, Review of Town Meeting / work session, Recovery Contingency Plan (distributed, more discussion on implementation to follow), Active Shooter Preparedness Plan, implemented mandatory training for new employees (**a copy of the training plan is attached**), the needed Tabletop Exercise of the Emergency Response Plan and upcoming events. The next meeting is scheduled for **July 10th at 10am**. If any of the other Board members have a topic of discussion for this meeting please let me know.

06/10 Mayor Ashby, Mike McGuirk, Aaron Ashford, Phil Meekins and I met to discuss the needed repairs to MD222 from the water main break.

06/11 Debbie Laubach, Cathy McCardell and I met with Enterprise Fleet Management to discuss the possibility of utilizing their services for Fleet Management for optimized vehicle management and cost savings.

06/12 Met with Barry Suits and Richard Corbi of Maryland American Water. They requested a meeting. No offer has been made it was just an introductory and fact-finding meeting.

06/13 – 06/23 Out of the office. Thank you for the time off.

06/24 Shirley Miles has retired. I met with her to conduct an exit interview.

06/25 Met with Amanda Hickman about a request from Norfolk Southern to replace their operations trailer between the water plant and the public works department. We also discussed the sign location and orientation for the Pennsylvania Railroad Monument sign to be constructed with the funds from the State Bond Bill.

06/25 Phil Meekins, Lt. Budnick and I met with representatives from Amtrak and the VA to discuss truck route signage in town. In follow up to that meeting, SHA will be contacted to remove and / or update existing truck route signage in town that is on state roads. The Town will replace the Otsego Street truck limitation sign with a larger sign and provide two signs for Broad Street to notify truck drivers of the height restrictions. Amtrak has already provided new signage for their truck route. The VA and Amtrak both confirmed that they are unable to work an

agreement to share one truck route off of Marion Tapp Parkway. Apparently, the alternative route opens up legal liability issues and problems due to increases in traffic on the Amtrak private road.

06/26 Met with Ralph Ryan to discuss the MS4 permit (see report in MS4 section of this report). We also discussed ARRO's invoicing for the Trego Field (Town Hall Phase II) construction project and the plans for the Station 16 water tie-in project.

Other:

Bond Bill

A Bond Bill was applied for and approved by the State of Maryland for the Town to construct a Pennsylvania Railroad Monument Sign. **UPDATE:** I wrote the draft Request for Bids and contacted a landscaper to design the landscaping around the sign, Ralph prepared the footings design. The landscaping design is almost complete. A concept design and plan list were provided, but the Town requested a change to the orientation of the sign. Once the amended landscape design is done, we will be ready to bid this project.

Daily work

Reviewed and approved department head leave slips and time sheets. Responded to inquiries from the press. Had discussions with residents and property owners. Proof read minutes to meetings. Reviewed and approved p.o.'s for greater than \$5,000. Met with various staff members on a daily basis to go over daily operations and issues as they arose.

Fire Company – Station 16 water tie-in

In January 2018, the Town submitted an application to MDE for a Drinking Water Grant for \$280,000. In May 2018, MDE provided its Intended Use Plan (IUP) for the federally funded Revolving Loan Fund (RLF). The IUP also included information about the grant applications, which included this project request. The Governor included the project in his Capital budget request for FY 20 in the amount of \$140,000. The State approved the \$140,000 in the Governor's Capital Budget for the Station 16 Water Tie-In Project during the 2019 General Assembly. I have been in touch with the Fire Department Personnel to let them know this and suggest another source of funding to cover some of the budget short-fall for the project. **UPDATE:** We just received (6/26) via email the following documents from the State: the conditions of grant award, cost share agreements, and A/E requirements for funding. The documents will be reviewed, and if necessary, put on a work session and Town Meeting Agenda. The conditions and cost share agreement will need to be executed and returned to the State. On June 26th Ralph Ryan and I discussed this project and how to proceed. Additionally, we have a meeting scheduled with the Fire Company for June 28th to continue working on the project.

Green Team Updated a Pet Waste Code received from another municipality for Perryville use. Submitted it to Fred Sussman for review and comment. Mr. Sussman provided the review and a few changes and we have a draft Pet Waste Code that was discussed at the November and December work sessions. As a result of comments at the work sessions, the Pet Waste Code

needs some changes. It will be put on a future work session for further discussion. There are 6 garden plots at the garden, five of which are being used. There is still 1 garden plot open for use. Please contact town hall at 410-642-6066 if you are interested in using the garden or in joining the Perryville Green Team. **The date of the next meeting is July 11, 2019 at 5:30 p.m. and it will be held in the Town Hall Meeting Room.** At the July meeting we will begin planning for the Town Sweep event. For more information visit the Green Team page of the Town's website here: <https://www.perryvillemd.org/perryville-green-team>.

Greenway The next Greenway meeting is scheduled for July 24 at 10am in the Town Hall Conference Room.

MS4 – Municipal Separate Storm Sewer System Permit

We received notice on April 26th that the MS4 General Permit has been issued and the Town of Perryville must comply with it. Perryville has contracted with KCI to perform many of the requirements of the permit. **UPDATE:**

- Ordinance 2019-09 Discharges into the Storm Drainage System was approved at a Special Meeting held immediately after the June Work Session. It will become effective on July 8, 2019. This Ordinance becomes Chapter 38 of the Town Code.
- 06/11 Ralph Ryan, Dianna Battaglia, Amanda Hickman, Cathy McCardell, Aaron Ashford and I met with Bruce Thompson and Matt Ortynsky of KCI as a fiscal year wrap-up to the contract for MS4 services and to plan for next fiscal year.
- 06/25 Had a conference call with Bruce Thompson and Matt Ortynsky of KCI about the MS4 services agreement for FY 2020.
- 06/26 Met with Ralph Ryan to put together a plan to address Minimum Control Measures (MCM's) A - Public Education and Outreach and B – Public Involvement and Participation as required by the MS4 permit. Perryville did NOT contract with KCI to handle these two MCM's. We have been working on these MCM's but we are now reducing our plan to writing and implementing what has yet to be done.

Mosquito Spraying

The Town of Perryville is participating in the Mosquito spraying program in July and August of 2019. The day of week and time for spraying is To Be Determined (TBD). Once that information is decided, Perryville's posts will be updated **immediately**. For more information including information about the mosquito control program and how to be exempted from spraying, please visit the State's website: <https://mda.maryland.gov>, from there, select Plants/Pests at the top of the screen and then Mosquito Control on the left side of the screen.

Municipal Complex:

Phase I Police Department is complete and no further updates will be provided.

Phase II Little League Field (Trego Field)

- Construction continues on Phase II of the project. Please see Ralph Ryan's report for more comprehensive information on the status of the project. Ralph's report, along with other staff reports, will be posted on the Town's website on July 3.

Town Hall Phase III

- Phase III of the Municipal Complex project is the construction of a new Town Hall. During FY17, we contracted for a needs assessment, which has been done. The site work design is complete and permitted. The next step is to bid out the design of the building. **UPDATE:** This final phase of the project is on hold while we complete Phase II and prepare a financial plan for the completion of the project.

Opioid Lawsuit – NO UPDATE

The Retainer Agreement with the Kane Law Group et al has been executed. We are awaiting instructions / request for information from Kane Law group when they are ready to proceed.

PIRD Decision UPDATE

On March 11th, Perryville received notice that a Judicial Review of the Planned Infill Redevelopment District (PIRD) decision made by the Board at the February Town Meeting was filed with the Circuit Court for Cecil County on March 6. All required notices were sent to parties of interest and all required documentation was sent to the court. Mr. Sussman filed a motion to intervene on behalf of the Town of Perryville. A review hearing has been scheduled for September 25, 2019 at 1:30 p.m. at the Circuit Court in Elkton. Perryville has \$50,000 of insurance coverage through LGIT for legal defense costs. The first invoice has been submitted to LGIT for payment and LGIT has paid that invoice. On June 20th the petitioner's attorney, Maureen Danos, filed a "Memorandum in Support of Applicants' Petition for Judicial Review" with the Court. Mr. Sussman has reviewed the document and will be preparing a response.

Sidewalks on MD222

SHA supplied documents, but not actual ROW Plats for the ROW's that need to be acquired for the project. We need to meet with the Beacon Point HOA again and with Patterson Funeral Home owners to discuss and negotiate the ROW. We found out on January 25th that the Town and County will need to provide 25% of the construction costs (in addition to the ROW costs) under the current funding sources. Al Wein and I had a conference call with John Delaney of SHA to discuss the change in funding requirements. As a result, and in order to get better funding, we requested a change to the Sustainable Community Boundary for Perryville. This will help accomplish the sidewalk project and other projects within the amended boundary. The amendment requires Resolutions from both Perryville and Cecil County. Amanda Hickman provided valuable assistance with the amendment; she worked with a State representative to prepare the SC Boundary amendment and related resolution. **NO UPDATE:** The amendment was approved by Perryville and Cecil County is working on their resolution. The State will consider our requested change and hopefully approve the change.

Small Wireless Facilities Ordinance

Fred Sussman is working on a small wireless facilities ordinance for Perryville. He was working on this for other clients and asked if Perryville needed one. I told him to move forward with it since without an ordinance, Perryville will have little control of small wireless facility installations within Town rights-of-way. **UPDATE:** The first draft ordinance was discussed at the April and May

Work Sessions. Since the ordinance is very involved, the Mayor and Commissioners are going to review a few sections at a time to make sure that what gets passed is what Perryville really needs. This will be on the June Work Session for continued discussion and review. There was a session at the MML Summer Conference that addressed this topic. More discussion will follow from staff and board members as a result of this MML session.

Training

All staff has been required to take (or re-take if previously completed) Illegal Harassment in the Workplace training. This training is on the LGIT Online Campus. It is important that staff and supervisors are made aware of proper versus improper workplace interactions. And, how to handle situations if they do occur. As of the date this report was prepared, June 26th, 41 employees have passed the course. For the 10 employees that have not taken the training, notifications have been sent out to remind them to take it ASAP.

NOTE: Please read the Staff Reports for more detailed information or additional Department level information.

UPCOMING EVENTS

See the Planning and Zoning Department Report for a comprehensive list of Upcoming Events.

Training Plan For New Employees						
Admin. / Finance / Planning & Zoning	Public Works	Water / Wastewater	Police	Engineer	Crossing Guards	Outreach
Unlawful Harassment in the Work Place	Unlawful Harassment in the Work Place	Unlawful Harassment in the Work Place	Unlawful Harassment in the Work Place	Unlawful Harassment in the Work Place	http://guide.saferoutesinfo.org/crossing_guard/hiring_and_training_adult_school_crossing_guards.cfm	Unlawful Harassment in the Work Place
Basic First Aid (Responding to Emergencies)	Basic First Aid (Responding to Emergencies)	Basic First Aid (Responding to Emergencies)	Community Policing	Basic First Aid (Responding to Emergencies)		Basic First Aid (Responding to Emergencies)
CPR / AED *	CPR / AED *	CPR / AED *		CPR / AED *		CPR / AED *
Fire Extinguisher *	Fire Extinguisher *	Fire Extinguisher *		Fire Extinguisher *		Fire Extinguisher *
Active Shooter / ALICE *	Active Shooter / ALICE *	Active Shooter / ALICE *		Active Shooter / ALICE *		Active Shooter / ALICE *
Successful Customer Interactions	Defensive Driving Basics	Defensive Driving Basics		Equipment Safety		
Handling Difficult Customers for Local Government	Equipment Safety	Equipment Safety				
Career Professionalism	Confined Spaces 101	Confined Spaces 101				
Developing Effective Communication Skills	Confined Spaces 102	Confined Spaces 102				
	Dealing with Heat Stress	Dealing with Heat Stress				
	Fall Protection	Fall Protection				
	Chainsaw Safety					
	Work Zone Traffic Control					

* These Courses are not available through LGIT's online training and will be provided as soon as a class can be arranged. All other courses are to be given on the employees' first day of work.

**Treasurer's Report
Town of Perryville, Maryland
July 2, 2019**

-Projects:

- **Boat Ramp Honor Box**

- April-June 2017 Collections from Honor Box- \$1439.00
- July, 2017 -June, 2018 - \$6336.00
- July 2018- June, 2019-\$6,753.50
- Total to date: \$ 14,528.50

- **FY 19- Financial Statements**

- Currently preparing all financials up to date for auditors

- **Meetings Attended**

- Met with representatives from Enterprise Fleet Management to assess alternative purchasing policies for the Town's vehicles. They have gathered information and presented various options for the Town. Many of the options could greatly reduce the cash outlay the Town spends for each vehicle. We are currently doing our own cost comparison to analyze our true potential cost savings.
- Attended MML Conference in Ocean City

- **Snow Removal Bids**

- Put out for bids our snow removal requirements for FY20 winter. McGuirk Construction was again the only vendor that submitted a bid. His prices went up slightly by \$10/hour per service
- Contract will be for a three year period.
- Bid will be voted on at the Town Hall meeting.

- **Organization of computer files**

- Worked on organizing computer files for Finance Dept. Purged files as needed.

Current/Future Projects

- Work with the Police Department to establish the best method of disposing of old furniture and equipment.

**Treasurer's Report
Town of Perryville, Maryland
July 2, 2019**

- Reorganize the computer filing system for all finance related computer files, indexing them in a manner appropriate for record retention programs.
- Compose/Compile a Procedures Manual for the Finance Department, including detailed check-off schedules, instructions and examples.
- Devise a simpler method to allocate salary and benefits from support departments to other departments.

May, 2019 Statistics:

- 212 purchase orders were processed totaling \$270,543.01
- 110 Accounts payable checks were processed totaling \$766,669.77
- 0 A/R invoices totaling \$0
- On June 7, 2019, we received \$118,974.93 for April, 2019. Life to date (Sep-10 to Apr-19) slot revenue received \$12,432,505.99.
Received for Fiscal Year 2019 to date- \$1,240,026.14.

Planning & Zoning Department

June Staff Report – July 2, 2019 Town Meeting

Development/Projects:

- **Magraw Subdivision:** owner/developer is working with to complete the Dedication Agreement for the road; working to resolve title issues to move forward; communication between their attorney and Town attorney.
- **Frenchman Land:** Site ready for construction; owner has indicated he will be moving dirt to be able to move forward with construction.
- **Cedar Corner:** Property purchased by Michael Palmisano; owner is working on plans for property development; developing phasing sequence.
- **Woodlands:** Owners researching prospects; working on plans for demolition of existing building and inquiring about possible fire training opportunity.
- **Former Perryville Outlet property:** Applicant has filed a Petition for Judicial Review regarding their rezoning denial; property owner and developer are willing to discuss alternative development options for the site; notice received the hearing has been scheduled for 1:30 p.m. on Wednesday, September 25, 2019, at the Circuit Court in Elkton.
- **Chesapeake Overlook property:** Gary Stewart continues to actively market the site; Amendment to General Development Plan approved; in negotiations with prospective businesses.
- **5th Company Brewing LLC:** New roof installed and exterior painting; architect and engineer are working on redevelopment plans; engineered plan submittal pending for microbrewery/restaurant.
- **Tiki Lee's Perryville:** Owner is working on overall construction plans to include a public marina, restaurant and bar; demolition permit submitted; MDE permit approval: replace existing timber piles, piers, breakwaters and reconnect existing floating dock, replacement of bulkhead approximately 415 feet in length; waterway work to start soon; architect working on building plans and site development.
- **Owens Marina:** Auction that was scheduled for March 28th was cancelled; owner of Tiki Lee's made an agreement with the bank.
- **Condo Building Units 13-18:** foundation pilings have been repaired and steel truss system installed; building plans submitted for building permits; building contractor has been hired with completion anticipated in 12-15 months; foundation steel require engineer certification before construction start.
- **Great Wolf Resort:** Phase 2 of Chesapeake Overlook; engineers continue with site design: storm water management, water and sewer, circulation road and parking lot, landscaping; meeting held with architects, construction team and town and county departments to review the grading/building construction permit process; subdivision plat to be reviewed by the Planning Commission in July; anticipate construction start mid-December to February pending all approvals obtained.
- **Habitat for Humanity Susquehanna:** organization devoted to building and repairing homes in partnership with qualifying families; purchased 2 lots on Richmond Street; Habitat has entered into an agreement with Cecil School of Technology to purchase the homes they build; 524 Richmond Street is planned for completion by June 30th.
- **98 Mill Creek Road:** continue to process property owner's request for water connection; plans reviewed, Agreement finalized to include plans; coordination with Cecil County.

Code Enforcement:

Code Enforcement Statistics Report													
ACTION	JAN.	FEB.	MAR.	APR.	MAY	JUN.	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.	TOTAL
Door Hangers	3	3	5	28	16	5							
Violation Letters	56	11	31	9	13	15							
Citations	4	3	5	3	2	3							
Rental Licenses Issued	117	32	8	5	2	3							
Other	Total of 701 Rental units registered for 2019												

Code Enforcement Training:

- Received Property Maintenance & Housing Inspector Certification 5/30/2019

Landlord-Tenant Board:

- Looking at possible changes to code.

Planning Commission: Meeting held June 17th included welcome to new member and open discussion of projects.

P&Z Meetings/Events:

- 6/1 volunteered with the casino’s Music Fest.
- 6/5 Attended the Opportunity Zone Task Force meeting at Havre de Grace Opera House.
- 6/6 Leadership meeting; tour of Tiki Lee’s Sparrows Point location.
- 6/10 Department meeting.
- 6/11 Attended MS4 status meeting.
- 6/12 meeting held to discuss housing opportunity in Perryville.
- 6/13 meeting regarding Great Wolf Lodge.
- 6/14 Monthly tavern meeting with Director.
- 6/14 meeting with casino to discuss opportunities/partnerships with Maryland Public Television.
- 6/14 attended Lower Susquehanna Greenway Heritage meeting.
- 6/17 met Cecil County inspector onsite to discuss demolition of vacant structure.
-

Other:

- Working on revisions to codes.

Zoning Certificates: 14 certificates approved; 0 for roof mounted solar panels.

Grants:

- 501C and revitalization grants awarded- projects in process.
- Business Development Grant- Final awards made, projects in process.
- Façade grant formally closed with DHCD, all projects complete.
- DNR Grant progress-Courts under construction currently.
- Attended the MHT non-capital program workshop
- Applied to SHA Parks and Rec. grant for stormwater expenses related to the trail project at the Community Park.

Economic & Community Development:

- 6/3 – Active shooter preparedness training.
- 6/4 – Chamber meeting
- 6/7 – Movie Night
- 6/11 - Meeting with Deb at the clock tower building
- 6/14 – Enterprise Zone meeting at the county office
- 6/19 – MEDA emerging agriculture
- 6/20 – Meeting with the owners of Greene Turtle
- 6/20 Cluster and Vine monthly marketing meeting
- 6/23 – MML conference

Farmers Market/Community Events: continue to network with surrounding businesses to promote participation.

Upcoming Events:

- June 20 – July 14 – George Washington Exhibit at Rodgers Tavern
- July 13 – Diamond in the Rough Triathlon 7:30am
- August 10 – Lower Ferry Festival 1:00-6:00pm
- September 7 – Tap into the Tavern 3:00-7:00pm
- September 28 – Susquehanna River Bridge Running Festival 5:00am
- September 28 – Rodgers Tavern “Early Maryland Spirited Drinks” 6:30pm
- August 10 – Lower Ferry Festival 1:00-6:00pm
- September 5 – Cecil County Chamber of Commerce Meet and Greet
- September 7 – Tap Into The Tavern 3:00-7:00pm
- October 11 – Movie Night at Lower Ferry Park
- October 25 – Halloween Party – 5-7pm
- November 16 – Rodgers Tavern “Familiar Favorites & Forgotten Foods: Collecting Maryland's Recipes” 6:30pm
- December 7 – Christmas in the Park 2:00-6:00pm

Training:

Website: Continue to update and keep current the information posted for related departments.

Rodgers Tavern (see attached Quarterly Report):

- Donations collected bi-monthly.
- Speaker Series events planned with 2 upcoming; tickets available on Eventbrite.
- Exterior pole lights have been corrected.
- Obtained quotes for ADA lift for accessibility.
- Tap into The Tavern-tickets have begun to sell.
- Website completed. www.rodgerstavern.com
- Scheduled Cecil Chamber meet and greet for 9/5/19
- George Washington Exhibit delivered and set up. Extended hours in process.
- HVAC repairs completed.

- MDE Phase II MS-4 Permit Regulations for Small Municipalities
 - MS4 Control Measure 1 - Public Education & Outreach – Creating public environmental seminars & hotlines to report to authorities environmental violations.
 - MS4 Control Measure 2 - Public Involvement & Participation – Creating public participation events for various environmental concerns related to MS4.
 - KCI is continuing their work in the implementation of the remaining tasks of the MS4 permit and WIP requirements.
 - Current devising strategies for Public Education & Outreach and Public Involvement & Participation to implement for the annual report due in October.
- No New Updates Reservoir Road Dam
 - The Dam is maintaining a safe reservoir water level.
 - The environmental engineering firm GTA is once again interested in upgrading the reservoir stream with various improvements for their client’s stream mitigation projects.
- Town Hall Site & Little League
 - Little League site construction of Phase II is ongoing. Currently still doing site inspections and project management. Construction of the concession building has started and should be completed in the first weeks of August. The site drainage system is completely built. The site should not experience further flooding issues. All areas of previous poor drainage now have drainage infrastructure. The project is on schedule for complete with no delays. Acquiring the necessary paperwork and permits from the county to demolish the old LL. concession building.
- Otsego Street
 - NO NEW UPDATES - Developing the construction plans for Otsego Street. The Otsego Street project has now expanded the scope of improvements, extending from Roundhouse Drive to Aiken Ave. A topographic survey must be completed along Otsego Street if the Town expects the project to move forward. I would like a very detailed survey along the more “urban” areas of Otsego Street in order to better protect the owners’ property. Several private properties along Otsego Street have private storm drain systems directly tied into the Town’s storm system. Permanent agreements, easements, and SWM facilities will need to be established and designed in order to re-build these private storm drains going into Otsego Street. I will commission a detailed survey for Otsego Street.
- Fire House Station 16 Water Tie-in
 - Starting the Design of the water main via boring operations and working with the Fire Company and MDE.
- Sprint & AT&T
 - NO NEW UPDATES - Sprint is proposing new hardware installation at Perryville Travel Plaza Water Tower.
 - NO NEW UPDATES - AT&T is proposing new conduit and substation near Perryville’s Ice House Park.
- MD 222 Sidewalk Construction
 - NO NEW UPDATES - SHA to design utility relocations due to sidewalk and temporary easements with the Town.
- Cecil Avenue
 - NO NEW UPDATES Created a bare bones minimum cost estimate for Cecil Avenue with only pavement and a roadside ditch. No additional utilities such as drainage pipes, water, or sewer.
- Perryville Community Park Road Bridge

- Cecil County issued an inspection report of the Perryville Community Park Road Bridge. Several items and repairs are necessary for the bridge. I will compile a cost estimate for the necessary items and repairs. McGuirk Construction reviewed the inspection report and noted that repairs to the stream wall along the bridge will be costly due to the location.
- Perry Point – LSHG Trail
 - Received survey topo of LSHG trail location for ultimate future SWM & construction plans of a walking/bike trail. Designed the LSHG trail with horizontal and vertical alignments and drainage ditch area analysis. Designing the SWM of the LSHG trail using swales and microbioretenention basins.



Perryville Police Department

2 Perryville Town Center Drive • P.O. Box 511 • Perryville, MD 21903

*Allen Miller
Chief of Police*

Tel: 410-642-3725 • Fax: 410-642-3724

*Robert R. Ashby, Jr.
Mayor*

MONTHLY REPORT FOR JUNE 2019

CURRENT PROJECT(s)

Detective Hoffman told me that most of our employees have received their ID cards.

Officers have received the new police radios and advise they are working great.

Working with Outreach to prepare for their move to a new location in town.

Last 4 weapons were received, patrol now have the same make, model, size weapon.

MONTHLY MEETINGS/TRAINING ATTENDED:

Worked the Hollywood Casino's Music-fest. No injuries or arrest. Everyone had a good time.

Attended the leadership meeting at town hall.

Attended the meeting with Steve Schuh from the Governor's Office to discuss the opioid problem.

Lt. Budnick attended the Susquehanna River Run meeting in Harford County.

Background investigation underway for a new police applicant.

Met with seniors and the Attorney General of Maryland to discuss ways to protect senior citizens from fraud.

Attended the MML Conference in Ocean City and participated in the parade of flags.

Detective Warner received a compliment from a person he helped when the person tripped and injured himself.

Officers have been working radar on Aiken Ave and Broad Street due to complaints from citizens.

Police vehicles, uniforms and equipment inspections are complete. No major issues found, everyone was in compliance.

Perryville Police Department Monthly Police Report
June, 2019

	April	May	June	Year to Date 2019		
ROBBERY	0	0	1	1		
ASSAULT	1	6	6	24		
BURGLARY	1	4	3	9		
THEFT	4	3	5	20		
Auto Theft	0	0	2	0		
CDS	6	5	11	46		
DISORDERLY	1	1	1	5		
MDOP	1	0	0	5		
ADULT ARREST	20	18	22	129		
JUVENILE ARREST	4	6	2	21		
Referrals to Outreach	0	0	0	0		
CITATIONS	30	6	47	163		
WARNINGS	395	39	111	693		
SEROS	47	1	2	91		
ACCIDENTS	2	9	1	39		
52 (Investigated)	1	5	0	10		
89 (no Investigation)	1	4	1	29		

June 25, 2019

Perryville Police Department

Outreach Program

Town Report

June 2019

Overall Monthly Attendance: ~~380~~ 469

Active Members: ~~61~~ 69

Number of New Referrals: 1

Number of New Members: ~~12~~ 15

Announcements

This Month we finished the school year out strong! Many of our members graduated either from high school or middle school this year, with many members moving onto middle school this year. We have started our summer hours and summer programing this month. We are open every weekday from 10am - 7pm. We started our summer breakfast and lunch program. We hold this program in partnership with CCPS. Children receive breakfast and lunch at Outreach free of charge for all children under the age of 18. We were visited by Ms. Jane twice for two different crafts. One for the end of the school year and one for Father's Day. Renovations on the community center are continuing. We hope to be finished and ready to move in by the second week in July. Also, in July, we will start our summer work program in partnership with The Susquehanna Workforce Network. They will pay four of our members to work 5 weeks with us during the summer as Jr counselors. We also applied for a grant through the Walmart Corporation for our program. We are waiting to hear back. We have held our first session of the Youth Advisory Council with Sargent Nitz. We have 10 middle school and high school members in the group. We received donations from community volunteers and the legion this month.

Please like our Facebook page and share any good news or activities you see within our community. Also check our monthly calendar for upcoming activities.

DPW Report - June 2019

PUBLIC WORKS:

Projects/Other Events:

- The Cifaldo Community Center remediation has been completed and work continues towards the goal of relocating the Outreach Program.
- The Public Works Shop has had an electronic lock update to increase safety from outside unauthorized access.

Paving/Sidewalk Repairs:

- Reported potholes around town continue to be temporarily patched.
- Large sections of Bay Circle Drive have been repaired.
- A section of Cedar Corner road was patched and overlaid with asphalt.

Water/Sewer/Stormwater:

- Staff continues to replace antiquated and meters that are not able to be read easily due to previous reading devices.
- A contractor continued inspecting wastewater collection lines in the downtown area.
- DPW has received a large shipment of meters that will be used to continue updating the water meters throughout Town.
- An automatic flusher that was being used in the Beacon Point neighborhood has since been purchased by the Town. More will be purchased in the upcoming fiscal year to be placed in other dead end/low flow areas.

Training:

- DPW Superintendent attended the annual MML Conference.

Town Events:

- DPW employees assisted in preparing for Movie Night.

Weather Related Events:

- N/A

Vehicle/Equipment Maintenance:

- Employees continue grass cutting maintenance around town owned buildings and properties.
- The Public Works Department continues the responsibility of maintaining the Town owned vehicles, including Police Vehicles. This will allow for a savings throughout the Police Department's vehicle repair budget as well as all other vehicle repair budgets.

Other:

- Staff continued to attempt to help several residents in locating possible water leaks so that they could make the necessary repairs. The leaks are being detected by the new ultrasonic and positive displacement meters that are being installed.

PARKS AND RECREATION:***Projects/Town Events:***

- A fence along a steep park of embankment near Stump's Point has been installed as a safety measure.
- The Basketball/Tennis Court resurfacing project has started.
- A large section of outfield fence at the Major Boys Field has been replaced.

Paving/Sidewalk Repairs:

- A section of Tapp Parkway has been overlaid.

Maintenance:

- Staff has continues the mowing of Park properties throughout town.
- Cleaned trucks and serviced equipment. This is now being completed on a weekly basis to assure equipment is functioning in an effective manner and to prevent down time with broken equipment.
- Staff empties trash cans daily to assure the grounds are kept clean during the parks busy summer months.
- Staff mows the Community Park, Lower Ferry Park, Rodgers Tavern, Ice House Park and the Canning House Run Trail on a weekly basis.

Training:

- An employee has obtained materials to pursue re-obtaining a Maryland Pesticide Spraying License and continues to study. She plans on taking the test in the upcoming months.

Rodgers Tavern/Lower Ferry Pier:

- A broken finger pier on Lower Ferry Pier has been repaired.
- Lower Ferry Pier has been sealed with a marine grade biodegradable sealant.

Daily Events: (Both Departments)

- **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, Community Park 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 has resumed grass cutting responsibilities at the town owned properties. i.e, Town Hall, Community Center, Police Department, Lift Stations, Elevated Water Tanks, DPW Building, the hills along Frenchtown Road, etc. for the season.
- **Parks** - Check Community Boat Launch for debris and clean as needed. Unlock and check public bathrooms, clean as needed. Check Tapp Parkway for any issues and clean/remove debris as needed. Check pet waste stations, empty and restock as needed. Pressure wash pavilions on a weekly basis prior to weekend rentals

Monthly/Scheduled events: (Both Departments)

- **Bulk Trash** - Bulk Trash was picked up for those residents who scheduled for a removal. **Yard waste** – Was picked up twice this month (2 days each event, 4 days total for 2 employees each day) for residents who placed approved items curbside

- **Fire Hydrants/ Extinguishers** –Flushing took place the last week of November 2017. Extinguishers received their annual inspections in November 2017.
- **Dump Trailer Rental** - The town owned dump trailer is rented to citizens who are in need and then the contents are hauled by DPW staff to the landfill for disposal.
- **Parks and Recreation** - The Community Park, LSHG Trail, Mini Park, Rodgers Tavern, Ice House Park and Lower Ferry Park grounds are maintained on a weekly schedule.

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Wastewater:

Plant Influent Monthly Flow:	24.92 Million Gallons
Plant Effluent Monthly Flow:	22.25 Million Gallons
Veterans Center Monthly Flow:	6.05 Million Gallons

The wastewater plant was **not** in full compliance with the NPDES Discharge Permit for the month of May, 2019 due to a ferric chloride chemical malfunction incident.

Activities:

1. Revised denite filter PER report from GMB Engineers was submitted to MDE
2. Continue feeding ferric chloride chemical as a test to reduce the amount of aluminum in the effluent discharge
3. Began testing influent aluminum concentrations to determine impact of aluminum in the effluent discharge
4. Both chlorine contact tanks were cleaned
5. Completed second quarter SWPP storm water monitoring at the two wastewater facility outfalls
6. Compiling price quotes for annual July replacement of U.V. Unit components, SBR aeration socks and SBR D.O. meter probes
7. Continue evaluation of new NPDES permit testing requirements
8. HEPACO, LLC continuing work for the removal of reed bed sludge
9. Working on compiling all data to submit to MDE for annual DMR-QA Study
10. Preparing review/comments of proposed Information System Contingency Plan
11. J. Cregar resigned his employment with the Town effective June 14th
12. Monthly tank cleaning was performed
13. Scheduled preventive maintenance was performed
14. Tested all emergency lighting & monthly check of fire extinguishers
15. Building housekeeping was performed

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Water:

Plant Raw Water Monthly Flow:	9.7 Million Gallons
Plant Finished Water Flow:	9.0 Million Gallons
Plant Backwash Water:	1.7 Million Gallons

Plant in compliance with MDE regulations for the month of May, 2019 and June, 2019 with the June lab results received to-date.

Activities:

1. Continue monthly sampling events for cryptosporidium and giardia required by MDE regulations
3. L. Frazier attended a one day training class
4. Completed the annual Consumer Confidence Report
5. Raw water turbidity continues to be elevated throughout the month causing an increase of alum and hypochlorite chemical usage
6. C. Burns attended the annual AWWA Short Course
7. Installed a new valve actuator drive for filter #3 basin drain
8. Updated all exterior building lighting to LED for energy savings
9. Replaced a defective pressure sensor on for permeate pump #3
10. Purchased multiple parts to be stocked on shelf as spare parts
11. Installed a new building ventilation fan in the chemical storage building
12. Monthly housekeeping was performed
13. Scheduled preventive maintenance was performed
14. Tested all emergency lighting & monthly check of fire extinguishers