

Staff Reports from Town Meetings

- Town Administrators Report
- Administration Report
- Treasurers Report
- Planning Department Report
- Engineers Report
- Police Dept./Outreach Dept. Reports
- Public Works Report & Parks & Recreation Report
- Wastewater Plant Report & Water Plant Report

Town Administrator's Report

October 4, 2022

Meetings

- Met with Dave Carie and John Vontran about the Tiki Lee Restaurant Project.
- Met with GMB Engineering about the Denitrification Project.
- Met with Ben from Trash Tech regarding the Town's trash service.
- Met with Chris Belcroft from Underwood Associates about a Ice House Park shoreline
- Attended the Cecil County Transportation Consolidation meeting.
- Attended Fire Station 16 Water Tie-in Project Pre-Construction meeting.
- Conducted the Staff Leadership meeting on September 14th.
- Met with SHA and Cecil County Government DPW and Department of Land Use and Development over the Cedar Corner Road development and potential traffic pattern and road improvements.
- Met with AECOM representatives regarding extending the Sanitary Sewer Project about the open cut of Mill Creek.
- Met with AECOM representatives for the Monthly Progress report for the Water Treatment Plant Expansion project.
- Met with representatives of Chesapeake Overlook about the possible annexation of the Bartlett Property.
- Met with LGIT Insurance Adjustor about the Wind Damage Claim at the Perryville Park.

Organization

- Completed the necessary MDE paperwork for the installation of TRS(Trihalomethane Removal System) System in the Pilot Water Tank.
- AECOM will be performing a Water Quality Study which will include, evaluating the water distribution system piping age, pipe conditions, and identify the cause of recurring problems with water quality complaints of odor and high turbidity water from residents.
- I have AECOM performing Water and Sewer Usage Rate for 8" and 10" Water Meter in preparation of GWL utilizing Town water and sewer this fall. This will allow the Town to correctly invoice GWL for water and sewer usage.
- In the past year, over 18 tons of dirt and debris has been collected during street sweeping. Street sweeping is part of the Town's Sustainable Community Plan.
- The Employee Handbook was reviewed by the Personnel Committee with suggestions.
- The old Outreach House was demolished on September 21st
- Employee surveys were distributed to all department heads for review. Department heads will be meeting with their staff to discuss the findings.

- Signed the contract with Christine Becker Consulting to facilitate in the updating of the Town's Strategic Plan. Strategic Plan session will take place on January 7th beginning at 10am.
- Began the upgrading of our Edwards Software to include the Cloud. By offering the Cloud based software this will allow for the implementation of the Town's Contingency Plan shall Town Hall become unavailable for use.
- Compiled proposed Charter Amendments from the Mayor and Commissioners. Process for review and implementation of the Charter amendments will continue to take place in future Charter Review meetings.

Daily Work Update

- Reviewed and approved department head leave slips and time sheets. Responded to inquiries from the press. Had regular discussions with the Department Heads and town supervisors. Proofread minutes to meetings. Prepared Staff Reports for work session / town meeting. Reviewed and approved invoices. Reviewed and approved p.o.'s for greater than \$5,000.

Community

- DPW staff finished the arduous task of cleaning the tree debris in the Perryville Park. The Town submitted a claim with LGIT to have the remainder of the cleanup assessed for possible insurance coverage.

Projects

- To date R.E. Pierson has completed 65% of the Sanitary Sewer Improvement project for GWL. MDE has approved the permit for the open cut of Mill Creek. The construction of the open cut began on September 28th. The pump station phase will include retro fitting the pump stations to accommodate the new pumps and should begin in October for Pump Station 1 and 2.
- Water Treatment Plant Expansion to date; drawings are at 60% completion. Construction to begin April 3, 2023. With final project completion set for November 3, 2023.
- WWTP Denitrification project: Received the Construction Permit from MDE. The Bid process will begin October 3, 2022.
- Fire Company-Station 16 Water Tie in Project. Construction began on September 12th; however, there was a snafu with the water tie-in to the existing water line, the water line was not in the location of the drawing. Therefore, additional excavating was necessary to locate the line. The project is still scheduled to be completed by October 14, 2022.
- The GWL project is approximately 60% completed with a tentative opening date of June 23, 2023.
- Project Kickoff for the Water Quality Study with AECOM will be held on October 7th.

Assistant Town Administrator Report for the October 4, 2022 Town Meeting

EMPLOYMENT

We have filled the WWTP and the Finance positions that were open. The Finance employee started on September 28, 2022. The WWTP employee will start on October 10, 2022.

MISCELLANEOUS

Processed 2 payrolls and completed all tax payments, retirement payments and A/P checks.

Our next project with Onsite will be preparing the Edmunds server for cloud system in support of our Information Systems Contingency Plan.

The office staff prepares material and posts it to Facebook, Website and Nixel, if needed. The staff has processed 10 deeds, 9 dump trailer rentals, 34 heavy trash calls and 7 park pavilion rentals, 2 in-state boat stickers and 0 of out of State boat stickers(Sold Out).

Town Clerk

Processed work session minutes and town meeting minutes. Prepares the agenda and materials through Board Docs. Scheduled meetings and responds to requests for the Mayor and Commissioners.

Water/Sewer

137 door hangers.

2 settlements.

44 shut-offs.

3 data logs were processed.

66 new meters were installed.

They're currently 9 payment plans.

MEETINGS

September 1, 2022 – Attended a meeting with Pierson Construction

September 6, 2022 – Attended Town Meeting

September 14, 2022 – Attended Leadership Meeting

September 19, 2022 – Held interview for WWTP

**Treasurer's Report
Town of Perryville, Maryland
October 4, 2022**

Projects:

- **FY 23- Financial Statements**
 - Began processing financial statements for FY23, training new staff on our accounting software.
- **Audit**
 - Finalized preparation for the audit. Provide additional information to the auditors as needed.
 - Auditors finished their field work earlier than scheduled. They are completing the audit remotely and should provide us with a preliminary report in the next few weeks.
- **Electricity Provider**
 - The contract with the Town's Electric Provider will expire in December. We are working with CQI, our current broker, to find the best rate. Unfortunately, market indicators show a potential 50% increase in provider costs. Our broker believes there is a strong possibility that rates may drop after the election so we are delaying a commitment to a specific provider at this time.
 - CQI also notified us of a climate law passed by the Maryland 2022 Legislature. The "Climate Solutions Now Act of 2022" has requirements that certain existing buildings meet specific emissions standards over the next few years. We entered into a contract with CQI to do a Greenhouse Gas Emissions Assessment for the town.
- **Denitrification Project/ Sewer Expansion Project**
 - Waiting on the final amount of the State grant which will be determined after the Town gets bids in and the contract is awarded.
- **Retention Plan**
 - Continued to work on retention plan for submission to State Archives. We have prepared retention proposals for each individual department and will present them to the Maryland Archives in October.

**Treasurer's Report
Town of Perryville, Maryland
October 4, 2022**

- **Budget**

- Prepared budget amendments which included funds rolled over to FY23.

Current/Future Projects

- 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.
- Working on an employee discount/benefit package that would include various free or discounted offers to our Town employees.

August 2022 Statistics:

- 244 purchase orders were processed totaling \$1,281,320.61
- 105 Accounts payable checks were processed totaling \$675,794.93
- 4 A/R invoices totaling \$1,090,790.36
- Local Impact Funds - Life to date (Sep, 2010 to June, 2022) slot revenue received \$16,855,056.67. Total received to date for FY 22 is \$1,838,108.54

Planning & Zoning Department

September – October 4, 2022 Town Meeting

Development/Projects:

- **Frenchman Land:** Site ready for construction and dirt pile has been moved. Property owner has lease property for parking of empty trailers. CURRENT STATUS: No update.
- **Cedar Meadows:** demolition of existing house complete; Concept Plan was reviewed and approved by the Planning Commission; reviewed by Cecil County TAC; TIS Scoping meeting held; comments provided for formulating traffic concerns and impacts; TIS approved by Cecil County; plans back to priority to move forward. Northern Bay Engineering has advised they intend to submit plans in the fall; reviewing TIS update that includes delay/queuing analysis and Traffic Signal Warrant Analysis. Proposed road improvements and traffic flow was discussed with possible solutions; additional information requested for consideration and further discussion. CURRENT STATUS: Comments pending from Cecil County.
- **Woodlands:** Owners researching prospects for development of the site; meeting held 12/17 to discuss opportunities and infrastructure needs. Property owner is researching potential to develop one parcel; will require rezoning application. CURRENT STATUS: No update.
- **Former Perryville Outlet property (68 Heather Lane):** Applicant has filed a Petition for Judicial Review regarding their rezoning denial; owner willing to discuss alternative development options; Judge McCurdy, Jr. concludes the findings of fact in the order are supported by substantial evidence and therefore affirmed the decision. Property owner submitted other options for 1st floor retail and residential above and vehicle storage of automobiles and light trucks but their intention is to resubmit request for rezoning for the warehouse. Demolition complete. CURRENT STATUS: No update.
- **Chesapeake Overlook project:** Owner continues to actively market the site and in negotiations with prospective businesses; Chesapeake Overlook Parkway has been dedicated as a Town road; owner continues to move forward with engineering and surveying for mass grading plans to prepare pad sites. Final negotiations pending. Lot 5 engineering, "Fast Track" designation to make the site 'pad ready' and install necessary infrastructure to support future uses. Offsite Road Improvement Plans (at I-95/MD222 interchange) are under review pending approval from MDTA. Roundabout designed to facilitate traffic flows for Chesapeake Overlook Parkway, Overlook Court and Turnpike Drive. CURRENT STATUS: Plan details finalized and moving forward.
- **Tiki Lee's Perryville (31 River Road):** Redevelopment to include a public marina, restaurant and bar; MDE permit approval: replace existing timber piles, piers, breakwaters and reconnect existing floating dock, replacement of bulkhead approximately 415 feet in length; architect working on building plans and site development; reviewing code requirements; finalizing design. Preliminary stormwater plans and building plans have been submitted to Cecil County for review; preliminary site plan with water and sewer construction details pending for Town review. CURRENT STATUS: Preliminary Plan submittal pending.
- **Owens Marina (12 River Road):** Board of Appeals approved request for Service of Alcohol pending approval of a restaurant meeting requirements; outreach meeting held with residents for future plans; demolition permit submitted for office building, redevelopment of the area for service and maintenance indoors; application submitted to MDE to obtain authorization to perform work in tidal wetlands (replace timber piles, piers, breakwaters and reconnect existing floating docks); Petition for Judicial Review was filed on 2/25/2020 by some condo residents for review by the courts for the decision of the Board of Appeals; 10/16/2020 Cecil County Circuit Court Judge Sexton affirmed the decision and dismissed and denied the Petition for Judicial Review; an

appeal of the judge's decision has been submitted to the court. Supply and maintenance building to be demolished. Concept stormwater plans have been reviewed and approved by Cecil County; preliminary site plan with water and sewer construction details pending for Town review. **CURRENT STATUS:** No update.

- **Great Wolf Resort:** Phase 2 of Chesapeake Overlook with all final approvals received; Amendment to Final Site Plan approved for expansion as largest GWL; ground-breaking /construction start July 2021; site work and construction ongoing. Steve Jacobsen reports Great Wolf ranked #47 in Newsweek's "America's Most Loved Workplaces 2021": the rankings "focused squarely on the degree to which employees have a positive feeling about their employer" and "employee's emotional connection is directly relatable to the success of a company". Congratulations to Great Wolf Lodge! Topping Out Ceremony held July 26, a significant milestone in the construction process. **CURRENT STATUS:** Construction is now 75% and continues ahead of schedule! Focus on the water park and finishing the interior of the resort.
- **Richmond Hills at Charles Street:** Concept Plan for proposed 22 single family dwellings approved by the Planning Commission; concept storm water plans have been approved; reviewed by Cecil County Technical Advisory Committee April 1st; TIS and engineering for preliminary site plan; Preliminary Stormwater Management and Erosion and Sediment Control Plans approved by Cecil County; Water & Sewer Construction Plan reviewed. Preliminary Site Plan/Subdivision Plat discussed at June Planning Commission meeting; developer requested an extension for further research. **CURRENT STATUS:** Preliminary Plan and Subdivision Plat approved by the Planning Commission.
- **Wawa at Chesapeake Overlook:** Preliminary Plan: 5,585SF convenience store with 8 double-sided fueling stations and 7 EV charging stations, reviewed by Planning Commission June 27th with recommendation; Mayor and Commissioners approved at August Town Meeting. **CURRENT STATUS:** No update.
- **Chesapeake Overlook Lot 5 Common Area:** Plans in the review process for development of the common area to prepare site ready pad sites.

Code Enforcement:

Code Enforcement Statistics Report													
ACTION	JAN.	FEB.	MAR.	APR.	MAY	JUN.	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.	TOTAL
Door Hangers	7	11	10	8	9	6	5	9	4				
Violation Letters	0	0	1	0	3	5	5	4	3				
Citations	0	0	0	0	0	0	0	0	1				
Rental Licenses Issued	18	6	4	1	3	2	1	2	1				
Other	Complaint Forms – 3 Complaint Website – 2												

Planning Commission: Meeting held September 19, 2022: confirm chair and co-chair; zoning certificate for improvements to 5404 Pulaski Hwy in the Highway Corridor Overlay; Preliminary Site Plan and Subdivision Plat- Richmond Hills at Charles Street; Chesapeake Overlook Lot 5-Private Road and Common Area.

Board of Appeals: Training/informational meeting held September 26.

Zoning Certificates: 5 certificates approved; 1 for roof mounted solar panels.

Grants:

- FY22 Grant – some awards pending closeout due to supply delays.
- FY23 Town Grant Applications will be accepted beginning September 6th. Ads to run in the Cecil Whig on 8/31 and 9/2 to advertise the opening of the grant period. Applications are due October 14th.

Economic & Community Development:

- Community Giveaway – Each Saturday 12pm to 3pm at 304 Aiken Avenue the Lion of Judah Bible Café and Charity Crossing give away new Clothing, Hygiene Products, Toys, Household Items, Packaged Foods, etc.
- Updated local businesses on COVID Economic Injury Disaster Loan program from Department of Commerce.
- Updated local businesses on the Small Business Credit Initiative - Maryland Department of Housing and Community Development, Project Restore.
- Updated local businesses on Grant Resources – multiple grant opportunities and contacts.

Farmers Market/Community Events:

- Farmers Market at Rodgers Tavern has been changed to every 1st Saturday 12:00 PM – 3:00 PM for the remainder of the year. Due to an increase in vendor participation and foot traffic, vendors have requested that we are extending the market and Bazaar through Nov. Final dates are now Oct 1st and Nov 5th
- Bazaar – 1st Saturday of each month 12:00 PM – 3:00 PM. September was very busy with vendors and are looking forward to coming back.
- 3rd Friday Cruisers at Lower Ferry Park 4:00 to 7:00pm. September had a great turn out. Our last Cruiser of the year is Oct. 21st. We will have a live band, food truck and lots of give aways.
- Family Camp Out at the Community Park on Sept 30th – Oct 1st. We have over 50 campers total who have registered so far. Scout Troop 131 to preform Camping 411 demonstrations.

Upcoming Events:

- Stay up to date on our Facebook Page @Perryville, Maryland and our website www.perryvillemd.org

Website: Continue to update timely information is posted for related departments.

Rodgers Tavern – see attached quarterly report:

- Museum is open Fridays & Saturdays 10:30am - 5:30pm.

RODGERS TAVERN MUSEUM QUARTERLY REPORT

TO: DIANNA BATTAGLIA
FROM: JENNIFER PITTS
SUBJECT: JULY - SEPTEMBER 2022 REPORT
DATE: SEPTEMBER 24, 2022

MEETINGS AND EVENTS:

8/2/2022: NABEC Tour Group
8/3/2022: W3R Countdown Meeting
9/8/2022: Zoom interview with Dr. Robert Selig
8/11/2022: Webinar: "Best Practices for Recruiting Online"
8/27/2022: Tap Into the Tavern
9/2-3/2022: Museum closed for exterior door repair
9/20/2022: Tap Into the Tavern Re-cap Meeting with Planning Department
9/23/2022: Volunteer Interview
9/24/2022: Volunteer Interview

ACTIVITIES:

1. Events/Activities

- Spring Speaker Series: planning started for this event.
 - Tap Into the Tavern: all online ticket purchasers were required to answer two questions; what was their zip code and how did they hear about the event. Findings from the 97 tickets sold online:
 - 83 Drinker tickets
 - 14 Designated Driver/Non-Drinking
 - Question: how did you hear about this event?
-

- 46 Facebook (representing \$1015 gross sales; note: no advertising dollars spent on Facebook)
 - 28 Signage (representing \$640 gross sales)
 - 18 Museum website (representing \$450 gross sales)
 - 3 Radio ad (representing \$75 gross sales)
 - 2 Eventbrite (representing \$35 gross sales; note: no advertising dollars spent on Eventbrite)
- Where did attendees come from? Top 5 cities are
 - Philadelphia: 13 attendees
 - Middletown, NJ: 10
 - Washington, DC: 9
 - Havre de Grace: 7
 - Perryville: 6
 - Other cities included Lancaster, Downingtown, Elkton, Bel Air, East Stroudsburg, Rising Sun, Cherry Hill, Takoma Park, Rosedale, Port Deposit, Catonsville, Bridgeport, Bethesda, Alexandria, West Chester, Columbia, Abington
- When were tickets purchased?
 - 19 tickets on event day
 - 27 tickets on 8/26
 - 7 tickets on 8/25
 - 2 on 8/24
 - 8 on 8/23
 - 6 on 8/22
- Traveling Exhibit: in development. "Journey Stories" is a poster exhibition from the Smithsonian Institution Traveling Exhibition Service. From the website: "For four centuries, movement, across short distances and far, has shaped America. Our nation's history is a patchwork of many stories, woven over time from the voyages of people—voluntary and involuntary—who traveled to build new lives state-to-state, across the continent, and from around the world. No matter the country of origin or reason for coming here, from our earliest days, Americans have been intensely mobile, and we still are. Travel over roads, rails, rivers, and trails—even the skies—have shaped our cultural and economic landscape." Rodgers Tavern/Susquehanna Lower Ferry history will be included to compliment the exhibit. UPDATE: Continue design for Rodgers Tavern/Lower Ferry.
- FY 23 Lower Susquehanna Heritage Greenway Mini-grant:
 - Grant agreement signed with the Washington-Rochambeau Revolutionary Trail Revolutionary Route Association and Town ordinance adopted by Town for signature and adoption.
 - Dr. Robert Selig selected as Project Historian and began research. Dr. Selig is an author of a number of books on the Revolutionary War and currently serves as project historian to the National Park Service for the Washington-Rochambeau Revolutionary War National Historic Trail.
 - Total Project Cost: \$10,000.00
- 2. Museum Collection Management Manual:
 - Development continues

3. Museum Visitation:

	2022	2021
July	46	53
August	106.5	13
September	51	29
Total Visitation YTD	486.5	279

Note:

- September: 2022 visitation number does not include the 30th.
- 2021 museum open on Saturdays only. 2022 museum open Fridays and Saturdays.
- Museum closed to the general public on 8/27/2022, 9/2/2022, and 9/3/2022.
- Museum open for tours during 2022 Tap Into the Tavern but, closed in 2021.

- 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.
 - Finalizing strategies and a lesson plan for Public Education & Outreach and Public Involvement & Participation to implement for the annual report. The deadline to report on the findings is June 30. The second annual report will be submitted in October to MDE.
 - Working with KCI to develop Concept Sketch plans for the 20% Impervious Surface Mitigation projects necessary to meet the MS4 requirements. The total cost of these MS4 projects to the Town are expected to exceed one million dollars over the next five years.
 - Feedback from MDE on last year's MS4 annual report indicates that the Town abides by the regulations.
 - Preparing / Submitting 2022 MDE annual report due October 31st.
- Reservoir Road Dam
 - The Dam is maintaining a safe reservoir water level.
 - A Dam inspection by MDE was cancelled and will need to be rescheduled to discuss maintenance and security
- Town Hall Site & Little League
 - On hold until budget approved for Phase III
- Otsego Street
 - On hold until project ready / budget. Survey work can be placed on hold.
 - Received four Otsego Street land survey work bids for the design of Otsego Street reconstruction.
- Fire House Station 16 Water Tie-in
 - Developed construction plans & details for Station 16 water main.
 - Updated the construction cost estimate based off detailed design.
 - Will resume work with USDA for grant assistance if needed after construction plans are finished and a detail project cost estimate is created.
 - Working with Stewart & Tate on project construction (See Construction Log).
- MD 222 Sidewalk Construction
 - SHA to design utility relocations due to sidewalk and temporary easements with the Town.
 - Attending semi-regular meetings with SHA and other government agencies associated with the project.
- 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. McGuirk Construction has completed the first phase for approximately \$17,066. The remaining project will be done in phases.
- SWM BMPs for Sewer Improvement Great Wolf Lodge
 - FWA has submitted final plans to Cecil County for review. The concept plans are for SWM design mitigation work of POI 9 and POI 10 for mitigation of Sewer Improvements for the Great Wolf Lodge project.

- Working with George and AECOM on establishing water and sewer billing rates for 8" and 10" meters, possibly revising billing rates for all the Town's meter sizes for more consistency.
- Outreach Building Demo and Parking Lot
 - Construction Estimate for Outreach Building demolition and parking lot construction with SWM
- Perryville Transportation and Feasibility Study
 - Working with both the Mayor and Commissioners to obtain a comprehensive transportation study of downtown Perryville for possible commercial development and general traffic safety.
- Perryville Community Park Improvements
 - Working with Mayor's concept to improve the Perryville Community Park with fishing pond, relocated senior baseball field, walking track, fitness stations, a new band shell, and a renovated Park House building with ADA bathrooms.
 - Planning and laying out a proposed dog park facility with various amenities.
- Sanitary Sewer Concept Layout to Port Deposit
 - Working on a concept estimate for a sanitary sewer system from the Casino area to outfall at Port Deposit if feasible, or to outfall within the Town of Perryville along Aiken Ave if feasible.
- Richmond Hills
 - Reviewed the construction plans for the Richmond Hills development
- Cedar Meadows
 - Reviewed the construction plans for the Cedar Meadows development
- Perry Point – LSHG Trail
 - Proceeding to design LSHG trail using Wet Bioswales due to response from the county to use SWM proposal.

COMMUNITY FIRE COMPANY OF PERRYVILLE

STATION 16 FIRE HOUSE

WATER LINE EXTENSION

CONSTRUCTION ACTIVITY LOG AND HISTORY

- 9-12-22 DIRECTIONAL DRILLING CONTROL POINT LOCATION STAKE-OUT**
- Control point location conversion for the directional drilling contractors (Brandywine Directional Drilling LLC). Location of all directional drilling control points marked.
- 9-13-22 START OF DIRECTIONAL DRILLING OPERATIONS**
- Start of directional drilling operations at sta. 6+25 of the construction plan set layout. Directional drilling operations ceded for the end of the workday at sta. 2+75 of the construction plan set layout. The drilling site at sta. 6+25 was stabilized and protected with construction fencing.
- 9-14-22 CONTINUATION OF DIRECTIONAL DRILLING OPERATIONS**
- Continuing the drilling operations from sta. 2+75 and ending directional drilling operations at 0+47 of the construction plan set layout. The drilling site at sta. 0+47 was stabilized and protected with steel plates to cover over the excavated pit in the Perryville Travel Plaza parking lot.
- 9-15-22 SAW CUT TRAVEL PLAZA PARKING LOT AND 4" CASING PIPE INSTALLATION**
- General Contractor Stewart & Tate saw cut the Perryville Travel Plaza parking lot along the 2" water line layout from sta. 0+00 to sta. 0+47. Brandywine Directional Drilling contractors installed the 4" HDPE casing pipe from drilling site at sta. 6+25 to sta. 0+47. Excess 4" HDPE pipe was laid out along the parking lot for Stewart & Tate contractors.
- 9-16-22 FINISH OF DIRECTIONAL DRILLING OPERATIONS**
- Brandywine Directional Drilling finished directional drilling operations by drilling from sta. 6+25 of the construction plan set layout to sta. 7+15 of the construction plan set layout at the Station 16 Fire House building. 2" HDPE pipe installed along entire directional boring layout from 0+47 to 7+15 of the construction plan set. Approx. 1000 pounds of tension was needed to pull 2" HDPE pipe through 4" HDPE pipe casing. Excess 4" HDPE pipe was laid out along the parking lot & Station 16 building site for Stewart & Tate contractors. The drilling sites at sta. 6+25 was stabilized and protected.

9-19-22 EXCAVATION AT WATER TOWER CONNECTION

Excavation by Stewart & Tate at the Perryville Travel Plaza water tower to install 10" saddle with a 2" tap onto the existing 10" water main. The 10" saddle is for the eventual installation of a 2" corporation stop. The intended location of the installation of the 2" saddle onto the 10" main was not found in the location established on the construction plan set. Stewart & Tate did exploratory excavation of the area around the water tower. The excavation site was stabilized and protected.

9-20-22 LIMITED EXPLORATORY EXCAVATION FOR 10" WATER MAIN

Stewart & Tate did exploratory excavation of the area around the water tower to find the 10" water main. The excavation site was stabilized and protected.

9-21-22 LOCATED 10" WATER MAIN AND INSTALLED 2" SADDLE

The 10" water main was found and the 10" saddle with a 2" tap was installed on the water main. The 10" water main was discovered in front of the Perryville Travel Plaza water tower in the parking lot. The excavation site was stabilized and protected.

9-22-22 RAIN EVENT & SITE STABILIZED

Rain weather event, construction activity ceased. Construction site stabilized, seeded and strawed.

9-23-22 PIPE RUNNING AND TRENCHING

Stewart & Tate trenched the water line layout from sta. 0+25 to sta. 0+47 on the construction plan set. 2" HDPE pipe installation towards Perryville Travel Plaza water tower. Construction site stabilized, seeded and strawed.

9-26-22 PIPE RUNNING AND TRENCHING CONTINUATION

Stewart & Tate trenched the water line layout from sta. 0+25 to sta. 0+00 on the construction plan set. 2" HDPE pipe installation towards Perryville Travel Plaza water tower. Construction site stabilized, seeded and strawed.



Perryville Police Department

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

***Robert S. Nitz**
Chief of Police*

Tel: 410-642-3725 • Fax: 410-642-3724

***Matthew Roath**
Mayor*

Monthly Report for September 2022

CURRENT PROJECT(S)

- Reviewed and prepared PO requests for various items.
- Reviewed reports daily

MONTHLY MEETINGS/TRAINING

- Attended the town hall meeting (9/6/2022)
- Detective Lenzi attended PA State Police Homicide Investigation school (9/5-9/9/2022)
- Chief Nitz attended the annual MD Chiefs/Sheriffs Professional Development Seminar (9/12-9/14/2022)
- Lt Reno attended FBI LEEDA Public Information Officer training (9/19-9/23/2022)
- Detectives Lenzi/Peer attended the weekly Criminal Intelligence meeting (multiple days)

COMMUNITY EVENTS, ACTIVITIES, MEETINGS, ETC:

- Attended the first day of school for PVES/PVMS (9/1/2022)
- Monthly NIBRS submissions (9/1/2022)
- Submitted training records to MPCTC for certification (9/2/2022)
- Met with Holly Merchant from American Legion Ladies Auxiliary (9/2/2022)
- Met with Town Administrator George Patchell (9/7/2022)
- Assisted with the Outreach Golf tournament (9/9/2022)
- Lt. Reno attended a meeting at PVES (9/9/2022)
- Conference call for SRRF (9/14/2022)
- Submitted fourth quarter reporting for MD Highway safety grant (9/15/2022)
- Community contact at PVES 9(15/2022)
- Meeting with supervisory personnel (9/16/2022)
- Updated firearms training approval numbers (9/20/2022)
- Met with Capt. Pullium of MDTAP (9/20/2022)
- Worked on draft ordinance/MOU with MDTAP and county agencies (9/21/2022)
- Conference call for SRRF (9/21/2022)
- Meeting with Mayor Roath, George Patchell, and Chief Willis reference parking downtown (9/22/2022)
- Spoke with Bob Rebold from Hollywood Casino Security reference an issue at casino (9/22/2022)

- Conference call for SRRF (9/22/2022)
- Susquehanna River Running Festival (9/24/2022)

PROACTIVE/NOTE-WORTHY CASES

Officers issued 87 citations and 108 warnings for various traffic infractions. A total of 5 tractor and trailers were stopped along Aiken Avenue violating the road restrictions. They made 10 arrests for drug abuse violations, 4 DUI arrests, with a total of 33 criminal arrests along with responding to 377 calls for service.

Perryville Police Department Monthly Police Report
September, 2022

				Year to Date 2022		
	July	August	September			
ROBBERY	0	1	0	4		
ASSAULT	1	4	1	32		
BURGLARY	0	0	1	4		
THEFT	2	7	7	32		
Auto Theft	0	0	1	4		
CDS	7	4	10	52		
DISORDERLY	0	0	1	6		
MDOP	1	5	1	10		
ADULT ARREST	18	26	33	172		
JUVENILE ARREST	0	0	0	2		
Referrals to Outreach	0	0	0	3		
CITATIONS	30	40	87	272		
WARNINGS	44	77	108	340		
SEROS	2	9	3	19		
IN-TOWN CITATIONS	0	0	0	5		
ACCIDENTS	7	9	7	66		
52 (Investigated)	4	3	3	27		
89 (no Investigation)	3	6	4	39		
DRIVING UNDER THE INFLUENCE	1	6	4	19		
CALLS FOR SERVICE	368	367	377	2697		

September 27, 2022

Perryville Police Department

Outreach Program

Town Report

September 2022

Overall Monthly Attendance: 242

Number of New Referrals: 0

Number of New Members: 3

Total number of donated meals provided: 200

Announcements

This month we started a new school year! We have gotten into our school time routine with homework help, back to school nights, community service, and fall fun. Our school supply drive was a huge success, and every outreach member went to school in style this September. Our Staff attended Perryville Elementary Back to School Night to help spread word to potential members about our services. Our 501C3 held its first fundraiser. Our Fore the Kids Golf tournament was a success, and we are already in plans for a 5k fundraiser in the spring. We would like to thank all our community partners for their help. Our summer garden community service project has come to an end, and it was a very productive season! We are preparing for National Night Out, Perryville Style, on October 11th and will have free food, moon bounce, face painting, and a DJ. After National Night Out we will be focusing our efforts on the holidays. We will be collecting food for Thanksgiving and Christmas dinners. We will also be holding our Christmas Toy Drive where the community will have the opportunity to donate toys or adopt a child for Christmas. Community service consisted of Trash pickup and Community Donations. Life Skills consisted of Boundaries and Acceptance.

Outreach received donations from our local Perryville churches, Mrs. Marilyn, Impact Martial Arts, Hollywood Casino. Edward Jones, National Lending, Coco Vienna Chocolates, Deep South Posh, Toms Tree Service, Shepard Designs, Stentman Distributors, Great Wolf Lodge, and many more.

To stay updated on all activities, events, and donation information, please go over to Facebook and give our page a like: facebook.com/PPDOP. There you can find our monthly schedule, events, and any activities we are currently up to.

DPW Report - September 2022

PUBLIC WORKS:

Projects/Other Events:

- Staff has completed storm damage cleanup from the major weather event on 7/12/22. Currently Stump Point is cleared of brush and trees by the Public Works Department. Blandford's Tree Service cleared additional hanging limbs at the senior boys 'field and along the park roadway. Brush cleanup along park roadway was completed by DPW on 9/28/22.
- Long Fence has been scheduled to install a complete surrounding section of split rail fencing around the stormwater retention pond at Lower Ferry Park. This will include a person gate for mowing and maintenance. This project will begin in early October along with repairs to the senior boys' field fence.
- LECCO Construction has completed the demolition of the 550 Otsego St property. Currently topsoil is being spread and seed/straw is being laid.

Paving/Sidewalk Repairs:

- McGuirk Construction has repaired a failing storm drain on Riverview Court.
- McHinney St roadway repairs are completed.
- Riverview Drive roadway repairs have been completed.
- Cecil County Roads Department Is scheduled to tour downtown sidewalks and roadway areas with PJ and implement a plan for weed spraying.

Water/Sewer/Stormwater:

- DPW employees are continuing to change water meters in Town. The total meters changed since the implementation of the program in late June is approaching 200 meters installed. The Little Italy neighborhood was completed on 9/28/22.
- Staff continues to perform data logs, rereads and checking for leaks for residents after meter readings.
- Assistant supervisor attended staff meeting and construction progress meeting with AECOM/RE Pierson.
- In the month of July, the Public Works Department have completed a list of all remaining large water meters that need to be upgraded. The meters have been ordered and currently have a projected delivery date of February 2023.

- Mobile Dredging and Video Pipe have completed CIPP repairs to the Broad Street sewer main. Currently MDVP are working on estimates to finish the downtown sewer lining project.
- PS2 has been completely bypassed with external pumps due to a failing remaining pump. Currently we are waiting for RE Pierson to begin rehab to the station. The bypass pumps will be removed at that time.
- DPW has begun the flushing of fire hydrants. This will last until 10/7/22 with the goal of helping with the current water quality issues throughout town.

Training:

- Employees continue to attend online training through LGIT and MRWA as they are available.
- DPW will send select employees to the upcoming Mueller traveling training seminar on October 6, 2022.

Town Events:

Weather Related Events:

Vehicle/Equipment Maintenance:

- Various DPW trucks sent for routine service at Auto Pros.
- Park 2500HD repairs completed by Auto Pros.
- Repairs to sewer machine main selector valve completed by DPW.

Other:

- Speed Limit Sign batteries are replaced on a weekly basis.
- Trash cans throughout town are emptied weekly.
- Town owned properties are mowed on a weekly basis (during spring and summer).
- DPW staff mark utilities as need for "Miss Utility". Markings come in daily for any project (commercial and residential) to have utilities marked if any excavating is going to take place.

Projects/Town Events:

- Handicap signs have been installed in 8 locations in the park.
- Thompson Construction is scheduled to provide estimate for repairs to Stump Pavilion roof.
- Tree and brush removal continues in the park.

Paving/Sidewalk Repairs:

Maintenance:

- Staff has begun mowing and maintaining the Parks grounds for the Spring and upcoming Summer months.
- Pavilions are pressure washed every week (Spring to Fall) and as needed for any rental events.
- 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.

Training:

- Employees continue taking online safety training through the Local Government Insurance Trust.

Rodgers Tavern/Lower Ferry Pier:

- Thompson Construction will provide estimate for repairing deuterating deck boards on the Tavern Pier. They will also provide an estimate on a complete replacement of all deck boards with composite material.

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 for residents who placed approved items curbside
- **Fire Hydrants/ Extinguishers** – Flushing took place in May of 2022 and will take place again in the fall (October 2022).
- **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.

Water & Wastewater Treatment Plants

Monthly Operating Report

September, 2022

Wastewater:

Plant Influent Monthly Flow:	22.75 Million Gallons
Plant Effluent Monthly Flow:	19.25 Million Gallons
Veterans Center Monthly Flow:	7.37 Million Gallons

The wastewater plant was in full compliance with the NPDES Discharge Permit for the month of August, 2022 and September, 2022 with the September lab results received to-date.

Activities:

1. Ordered new decanter float for SBR #2. Should arrive by the end of September and plan to replace the old one in the beginning of October.
2. Submitted DMR-QA42 study to MDE.
3. Collected a sample and took to Eurofins lab in Lancaster for a PFAS pilot program test and submitted results to MDE
4. McGuirk dug out small sink hole at corner of chemical building in roadway. He didn't find any issue, so it was packed with stone and will be repaved.
5. Scheduled SBR #1 tank cleaning for the 12th of October.
6. Tested all emergency lighting & monthly check of fire extinguishers
7. Monthly housekeeping was performed
8. Monthly EQ tank cleaning was performed
9. Scheduled preventive maintenance was performed
10. Hired new employee who will start in October, and we will once again be fully staffed.

Water & Wastewater Treatment Plants

Monthly Operating Report

September, 2022

Page 2

Water:

Plant Raw Water Monthly Flow:	11.1 Million Gallons
Plant Finished Water Flow:	10.9 Million Gallons
Plant Backwash Water:	1.7 Million Gallons

The water plant is in compliance with MDE regulations for the month of August, 2022 and September, 2022 with the September lab results received to-date.

Activities:

1. Monthly bacti distribution samples results were negative indicating water safe for consumption
2. Replaced broken CIP fill line
3. Rebuilt a 12" check valve on distribution pump P-204
4. Replaced the tubing on the chlorine pump
5. Repaired a leaking flange on the Cl₂ tank
6. Performed routine overnight cleans on both membrane trains
7. Routine maintenance was performed on the distribution pumps and a new disc valve was ordered for the check valve
8. Checking water towers equipment and water quality weekly
9. Collected all monthly samples
10. Plant is working a second shift due to hydrant flushing
11. Monthly housekeeping was performed
12. Scheduled preventive maintenance was performed
13. Tested all emergency lighting & monthly check of fire extinguisher
14. Continue working with AECOM to complete drawings and specifications to upgrade the facility
15. Note: Monthly flows may end up inaccurate due to hydrant flushing.