

## **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  
December 6, 2022

Meetings

- Met with Chris Becraft and Heather Johnson from Underwood and Associates regarding grant funding options for the design phase of the Ice House Park Shoreline Restoration Project.
- Met with Scott Dallas, representative from Captain Lee's Restaurant, regarding Site Plans for the project.
- Met with Kevin Pampuch, AECOM, regarding the Sewer Study as part of the Bartlett Property Annexation process.
- Met with Bill Sorenson, Cecil County Economic Development Director, for an introduction.
- Met with GMB Engineering for the addition of Addendums 1-4 for the bid of the WWTP Denitrification Project.
- Conducted the Staff Leadership meeting on November 9th.
- Met with John Delaney, SHA Highway Division, regarding the Rt. 222 Sidewalk Project property acquisition/donation process.
- Met with AECOM representatives for the Monthly Progress report for the Water Treatment Plant Expansion project.
- Met with Artesian Water, Inc. to discuss water service to the possible annexed Bartlett Property.
- Met with John Gonzales, representing the developer of Cedar Meadow housing project, regarding the traffic pattern recommendations from Cecil County Government and SHA.
- Met with LGIT Insurance about the Wind Damage Claim at the Perryville Park. The claim has been settled.
- Met with Brigitte Carty, LSHG Executive Director, regarding completing the paving for the LSHG trail leading to the Perryville Park.
- Met with AECOM regarding the Water Plant Expansion Project
- Met with AECOM about the Town's Water and Sewer Usage Rate Schedule.
- Met with Help USA and Perry Point representatives regarding the construction of 40 additional houses at the Perry Point campus.
- Met with Perryville Fire Department representatives regarding the Fire Station 16 Water project.
- Met with Duane Rhine, D.R. Horton representatives about future development sites within the town.
- Met with Cecil County's Landuse and Development Depart. about the Town's participation in the County's new on-line permitting process.

## Organization

- Participated in the Harford & Cecil Substantial Improvement (SI) & Substantial Damage (SD) FEMA Workshop on November 30<sup>th</sup>. We will be developing an Administrative FEMA SI & SD Procedure Policy by January 31, 2023.
- Compiled the necessary documentation for the Shoreline Restoration grant.
- Established an Employee Appreciation Committee.
- Implemented Utility Permit Application and Road/Lane Closure Application for any company that wants to perform utility work or request road/lane closure within the corporate limits of the Town of Perryville.
- Scheduled an Blizzard Emergency Response Tabletop meeting with staff for Thursday, December 8<sup>th</sup>.
- AECOM performed an analysis of the Town's Water and Sewer Usage Rates and incorporated the 3", 8", 10, and 12" to complete the rate chart. This task was completed in preparation of GWL utilizing Town water and sewer this spring.
- Edwards Software Cloud is being installed with the final mitigation taking place Friday, December 16, 2022. 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 for the Mayor and Commissioners. Charter Resolutions have been prepared and will be introduced at tonight's meeting.
- Attended the Chesapeake Gateway Grant Overview meeting.
- Attended Senator Brinkman's 2024 State Budget Request meeting.
- Filed a claim with LGIT for the power surge at the WTP that damaged the HMI control panel at the facility. A buzzard struck the electrical wires and disable two of the three electrical phases.
- Provided a Virtual Tour of Ice House Park for DNR representatives as part of the Ice House Park grant process.

## 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

- Attended 2022 Cecil County First Responders Appreciation Dinner.
- Attended the Stewart Companies Annual Christmas Party.

- There was a brush fire at the Town owned property off Reservoir Road. The fire consumed approximately 3 acres of property. The Forest Fire Division responded and removed several trees. I alerted Jeff Morton, Water/Wastewater Superintendent of the situation in case there was a need for the Water Plant personnel to produce more water to fight the fire.

### Projects

- To date R.E. Pierson has completed 70% of the Sanitary Sewer Improvement project for GWL. The pump station 4 bypass has been installed. Pump Station 4's Pump has arrived, however, due to severe supply chain issues; the pumps for PS-1, & 2, and the Control Panel for PS-4, will not arrive until April 2023. The original schedule for the pumps and control panel was August 2022. The completion date is now set for June 9, 2023.
- Water Treatment Plant Expansion to date; Permit Application was received by MDE for comments and approval. Suez drawing submittals are five weeks behind schedule. However, bid package will be due on January 31, 2023. Construction is still set to begin April 3, 2023. With final project completion set for November 3, 2023.
- WWTP Denitrification project: Pre-construction meeting was held on October 17<sup>th</sup> with bids being accepted today, December 6, 2022. Two companies bid on the project.
- Fire Company-Station 16 Water Tie in Project. Construction began on September 12<sup>th</sup>; the connection is now complete and final excavation is taking place.
- The GWL project is approximately 70% completed with a tentative opening date of August 2023.
- Project Kickoff for the Water Quality Study with AECOM was held on October 7<sup>th</sup>.
- Project Kickoff for the Water and Sewer Rate Study will take place on Tuesday, December 13, 2022 at 10am.
- Rt. 222 Sidewalk Project: Funding for Design and construction has been secured. Funding source will be both State and Federal. At the November 9<sup>th</sup> meeting, discussion centered around the Town obtaining Right-Aways from the two properties that will be affected by sidewalk. Initial discussion about the parameters of an MOU with the State was discussed. Project is scheduled to begin in April 2024 with the completion of June 30, 2025.
- Strategic Plan Retreat-Met with Christine Becker regarding Town Administrator interview and 2021-2023 Strategic Plan Scorecard. Elected officials and Department Head interviews have been scheduled. Strategic Plan Retreat is scheduled for Saturday, January 7<sup>th</sup> at 10am.



## **Assistant Town Administrator Report for the December 6, 2022 Town Meeting**

### **EMPLOYMENT**

Advertised for Police Officers that closed on November 30, 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 12 deeds, 2 dump trailer rentals, 31 heavy trash calls and 0 park pavilion rentals, 0 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**

501 Late notices went out on November 19, 2022 due by 12/15. Shut Off is 12/19  
13 Data logs have been completed  
7 Settlement Charges  
1 Bulk Water Purchases  
36 New Meters have been installed  
7 Payment Plans

### **MEETINGS**

November 1, 2022 – Attended Town Meeting  
November 9, 2022 – Attended the Department Head Meeting  
November 9, 2022 – Attended a meeting with Pierson  
November 15, 2022 – Attended the Work Session.





**Treasurer's Report  
Town of Perryville, Maryland  
December 6, 2022**

**Projects:**

- **FY 23- Financial Statements**
  - Continued processing financial statements for FY23, training new staff on our accounting software.
- **Audit**
  - Waiting for final version from auditors.
- **Electricity Provider**
  - Town contracted with AEP Energy as our new energy provider, Effective Dec, 2022 we will enter into a one-year contract with them. It is anticipated that the rates will go down in the late spring so in December, 2023 we will negotiate another contract with the same provider which will be multi-year.
- **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.
- **Budget**
  - Inflation is causing shortfalls in multiple areas necessitating ongoing budget amendments.
  - After the audit is finalized we will be reviewing all line items as both expenditures and revenue has been greater than originally budgeted and we will prepare amendments accordingly.
- **Cross Training**
  - Began cross training employees. The Finance Department prepared both payrolls in November.
- **SAPP Grant**
  - Began application process for the annual SAPP Grant.

**Treasurer's Report  
Town of Perryville, Maryland  
December 6, 2022**

- **Procedure Manual**
  - Began formalizing the Procedures in the Finance Department by task.

**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.

**October 2022 Statistics:**

- 206 purchase orders were processed totaling \$453,756.14
- 82 Accounts payable checks were processed totaling \$438,383.48
- 9 A/R invoices totaling \$204,428.64
- Local Impact Funds - Life to date (Sep, 2010 to July, 2022) slot revenue received \$16,995,513. Total received to date for FY 22 is \$1,978,562.69

## Planning & Zoning Department

### November – December 6, 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: Property sold and meeting scheduled with new owners.
- **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: Meeting held on site with owner and engineer with MDOT for clarification of proposed improvements.
- **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 1<sup>st</sup> floor retail with 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.
- **Captain Lee’s (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 Plans submitted for staff review and Planning Commission in December.
- **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 83% and remains ahead of schedule!
- **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 1<sup>st</sup>; 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; Preliminary Plan and Subdivision Plat approved at September meeting. CURRENT STATUS: Water Distribution Network Analysis to be performed by AECOM.
- **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 27<sup>th</sup> with recommendation; Mayor and Commissioners approved at August Town Meeting. CURRENT STATUS: Final Site Plan will be submitted by the end of the year.
- **Chesapeake Overlook Lot 5 Common Area:** Plans in the review process for development of the common area to prepare site ready pad sites. CURRENT STATUS: Plans reviewed by the Mayor and Commissioners at October work session and approved at the November town meeting. Public Work Agreement and Landscape Agreement to be finalized.

#### Code Enforcement:

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

**Planning Commission:** No meeting was held in November. A draft of the Critical Area Ordinance was sent to Planning Commission Members for review.

**Board of Appeals:** No meeting held in November.

**Zoning Certificates:** 4 certificates approved; 0 for roof mounted solar panels.

**Grants:**

- FY23 Town Grant recommendations were presented to the Mayor and Commissioners on November 15<sup>th</sup>.

**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.
- Reminded local businesses on the Small Business Credit Initiative - Maryland Department of Housing and Community Development, Project Restore.
- Updated local businesses on Grant Resources from the Maryland Department of Commerce – grant opportunities and contacts.

**Farmers Market/Community Events:**

- Farmers Market: Due to an increase in vendor participation and foot traffic, vendors requested extending the market and Bazaar through November with final date Nov 5<sup>th</sup>

**Upcoming Events:**

- Christmas In the Park December 10<sup>th</sup> from 1pm – 6pm at the Lower Ferry Park
  1. Christmas Market for holiday shopping 1pm – 6pm
  2. Partnering with WXCY and the VA for Food Pantry for a non-perishable food drive for veterans drop off from 1-5pm
  3. Letters to a Veteran – create a Christmas Card for a vet in need 1-5pm
  4. Toy Drive for the Perryville Outreach Program for children in our community drop off from 1-5pm
  5. Hot Cocoa and Bake Sale fundraisers from PV High School and Growing Little Minds
  6. Christmas Parade starts at 2:30pm from the PV Middle School and ends at the Lower Ferry Park
  7. 3-6pm Live performances from the award winning Upper Chesapeake Community Band, the PV High School Marching Band, PV High School Choir
  8. 3-6pm Visit with Santa and Mrs. Clause, reading of The Night Before Christmas and top it off with our Christmas Tree Lighting
- Volunteers needed for Christmas In the Park – contact Alisha at [agarlie@perryvillemd.org](mailto:agarlie@perryvillemd.org) or message on Facebook.
- Stay up to date on our Facebook Page @Perryville, Maryland and our website [www.perryvillemd.org](http://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.



- 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.
  - Submitted 2022 MDE annual report.
- 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). Construction 100% complete. Parking Lot asphalt paving completed. Received 2<sup>nd</sup> construction cost invoice from Stewart and Tate.
- 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. Easement and Right-of-Way documents will need to be developed for three property owners including the HOA of Beacon Point. The Town must provide 20% funds to match the State to acquire the Right-of-Way from the property owners. An appraisal must be made for the properties, plats made, and the property deeded for voluntary donate or offers made to owners.
- 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 3", 8", 10", and 12" meters, and possibly revising billing rates for all the Town's meter sizes for more consistency. Created meter rate models based off the meter capacity. Discussed and presented the meter rate situation in a Town Hall work session meeting as well as preparing discussion with GWL.
- **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.





# ***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*

## **Chief's Monthly Report for November 2022**

### **CURRENT PROJECT(S)**

- Reviewed and prepared PO requests for various items.
- Reviewed reports daily
- Update policy/procedures manual to reflect current law changes
- Work on/update MOU with DSS reference Child Abuse Investigations

### **MONTHLY MEETINGS/TRAINING**

- Attended the town hall meeting (11/1/2022)
- Chief Nitz attended Town Leadership meeting (11/9/2022)
- Chief Nitz attended the HERC/LEPC/Chiefs meeting (11/16/2022)
- Detectives Lenzi/Peer attended the weekly Criminal Intelligence meeting (multiple days)

### **COMMUNITY EVENTS, ACTIVITIES, MEETINGS, ETC:**

- Phone calls with Commissioner Linkey (multiple days)
- Met with Town Administrator George Patchell (multiple days)
- Monthly NIBRS submissions (11/1/2022)
- Chief Nitz, Lt. Reno, and Det. Peer participated in RedSpeed Automated Enforcement Program training (11/1/2022)
- Attended the Maryland Association of Police Planners meeting virtually (11/3/2022)
- Held Coffee with a Cop at the Lion of Judah Bible Cafe. (11/5/2022)
- Worked on NIBRS resubmissions (11/7/2022)
- Reviewed timesheets (11/7/2022)
- Preventative maintenance completed on HVAC system for police building (11/7/2022)
- Chief Nitz participated in the Criminal Justice Advisory Board meeting for Cecil College (11/14/2022)
- Reviewed a No Parking request in Beacon Point (11/14/2022)
- Worked on 2023 SAPP grant submission (11/15/2022)
- Reviewed timesheets (11/21/2022)
- Worked on Ops plan for Christmas parade (11/22/2022)
- Met with Danielle Hemling/OP (11/23/2022)
- Chief Nitz, Lt. Reno, and Ofc. Huffstutler participated in the Taser 7 demo virtually (11/23/2022)
- Lt. Reno attended the SRO meeting at the Board of Education (11/28/2022)

- Make up day for firearms qualifications (11/29/2022)
- Chief Nitz attended the MML Police Executive Association meeting (11/30/2022)

### **PROACTIVE/NOTE-WORTHY CASES**

Officers issued 46 citations and 125 warnings for various traffic infractions. A total of 8 tractor and trailers were stopped along Aiken Avenue violating the road restrictions. They made 8 arrests for drug abuse violations, 4 DUI arrests, with a total of 24 criminal arrests along with responding to 410 calls for service. Detectives also authored 2 search and seizure warrants for various crimes/incidents.

Update on RedSpeed and the Automated Speed Enforcement Program. The speed camera poles have been installed. Currently waiting on Delmarva to connect service to the site. All Training has been completed for the system when it goes live.

**Perryville Police Department Monthly Police Report  
November, 2022**

	September	October	November	Year to Date 2022
<b>ROBBERY</b>	0	0	0	4
<b>ASSAULT</b>	1	3	3	38
<b>BURGLARY</b>	1	0	0	4
<b>THEFT</b>	7	3	5	40
Auto Theft	1	0	0	4
<b>CDS</b>	10	8	8	68
<b>DISORDERLY</b>	1	2	0	8
<b>MDOP</b>	1	5	3	18
<b>ADULT ARREST</b>	33	28	21	221
<b>JUVENILE ARREST</b>	0	1	0	3
Referrals to Outreach	0	0	0	3
<b>CITATIONS</b>	87	22	46	340
<b>WARNINGS</b>	108	68	125	533
<b>SEROS</b>	3	3	10	32
<b>IN-TOWN CITATIONS</b>	0	2	1	8
<b>ACCIDENTS</b>	7	12	6	84
52 (Investigated)	3	6	2	35
89 (no Investigation)	4	6	4	49
<b>DRIVING UNDER THE INFLUENCE</b>	4	2	4	25
<b>CALLS FOR SERVICE</b>	377	350	410	3457

November 29, 2022



# Perryville Police Department

Outreach Program

Town Report

November 2022

Overall Monthly Attendance: 268

Number of New Referrals: 0

Number of New Members: 2

Total number of donated meals provided: 250

## **Announcements**

This month we facilitated our yearly Food Drive for Thanksgiving and started our Christmas Toy Drive. To date we have 114 elementary students, 96 middle school students, and 35 high school students. We have adopted out all our 114 children and counting for elementary school. We are hoping to provide high school and middle school students Christmas necessities through a large donation from Turner Construction and Great Wolf Lodge. We will have more information on that as it becomes available. This month we gave out over 20 Thanksgiving dinners and helped provided Subworks with goods for their free community Thanksgiving. Mrs. Jane came for crafts this month and helped us make "Fall asleep pillowcases". Our community service this month was making Thanksgiving food baskets. We are still collecting food for Christmas meals. We are also still collecting toys and looking for family Christmas sponsorships. Those needing assistance have until Friday December 2<sup>nd</sup> to hand in applications. You can find applications on Facebook and at OP. Life Skills focused on giving and helping others.

We would like to send out a huge thank you to the community members who donated this month. We also received donations from our local Perryville churches, and Mrs. Marilyn

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



# DPW Report - November 2022

## **PUBLIC WORKS:**

### ***Projects/Other Events:***

- Employees are continuing to replace/update water meters throughout Town.
- Staff have been decorating and making preparations for the upcoming holiday season, parade and Christmas event at Lower Ferry Park.
- DPW has installed the holiday decorations on utility poles along Aiken Avenue and Broad Street.
- A life ring cabinet was placed at the end of Lower Ferry Pier in hopes of deterring theft or vandalism to the life ring. (The life ring has been replaced several times due to vandalism/theft)
- Fire extinguishers throughout Town received the yearly inspection. Replacements and repairs were made as necessary.

### ***Paving/Sidewalk Repairs:***

- The annual roads report was completed and sent to SHA.
- A contractor will be installing curb cut outs in multiple locations to allow for crosswalk installations.
- A contractor will be installing crosswalks that were requested in some high traffic areas.

### ***Water/Sewer/Stormwater:***

- Employees continue assisting with the Distribution System Assessment alongside AECOM.
- Employees have been checking PRV (pressure regulating valves) throughout town to make sure they are operating properly. They are replacing the pressure gauges to assure the PRV's are operating properly.
- Staff continues to perform data logs, rereads and checking for leaks for residents after meter readings.
- Asst. Sup. attended construction progress meeting with AECOM/RE Pierson.
- Superintendent attended the monthly staff meeting.
- DPW staff handled a collapsed sewer lateral along Broad Street.
- A fire hydrant was replaced along River View Drive.

- A water valve was repaired at the Clayton Street/Sumpter Drive intersection.
- Crew assisted on a lateral repair in the Beacon Point neighborhood.

#### ***Training:***

- Employees continue to attend online training through LGIT and MRWA as they are available.

#### ***Town Events:***

- DPW will be assisting with the annual Christmas in the Park event.

#### ***Weather Related Events:***

- N/A.

#### ***Vehicle/Equipment Maintenance:***

- Winter equipment has been tested/repared/installed as needed for the upcoming winter weather months.
- Summer equipment has received necessary service/winterization and has been placed in storage until next spring.

#### ***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.

### **PARKS AND RECREATION:**

#### ***Projects/Town Events:***



- The Parks Dept has been preparing for the Annual Christmas in the Park. (Repairing/Installing Decorations, Preparing the Grounds, Asst. with making new decorations, etc.)

***Paving/Sidewalk Repairs:***

- N/A.

***Maintenance:***

- Parks staff have stored the summer weather equipment and have begun working on Fall/Winter responsibilities.
- 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:***

- N/A.

***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 September of 2022 and will take place again in the Spring (April 2023).
- **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**

### **November, 2022**

#### **Wastewater:**

Plant Influent Monthly Flow:	19.23 Million Gallons
Plant Effluent Monthly Flow:	17.49 Million Gallons
Veterans Center Monthly Flow:	5.64 Million Gallons

The wastewater plant was in full compliance with the NPDES Discharge Permit for the month of October, 2022 and November, 2022 with the November lab results received to-date with the exception of October's Aluminum.

#### **Activities:**

1. Still working with PSI on how to install new decanter float without draining the tank. Scheduling a site visit once he's back from vacation.
2. Had the kickoff meeting for the Denite Filter project with GMB and potential bidders.
3. Received quotes for replacement of both decanter lower 18-inch butterfly valves. Going with MLK as they are a direct supplier and far cheaper.
4. Finally received new work truck replacing inoperable 2006 Chevy
5. Placed order to replace 2008 Chevy
6. Had the throttle body replaced on the 2008 Chevy
7. Marino and Onsite Computers fixed the SCADA call out feature so we could get the alarms on our phones again
8. Cass has begun working weekends at the plant.
9. Continue to cross train at the water plant to get operators familiar with the plant ahead of Great Wolf Lodge coming online.
10. Received October results for Aluminum of 950 ug/L on November 11th. Our limit is 670 ug/L, so we will have a violation. Informed lab that test results can not be that late again.
11. Fireline came and inspected all fire extinguishers. Twelve of our 26 can no longer be serviced and have been replaced.
12. All preventive maintenance and housekeeping were performed

# **Water & Wastewater Treatment Plants**

## **Monthly Operating Report**

### **November, 2022**

**Page 2**

#### **Water:**

Plant Raw Water Monthly Flow:	8.9 Million Gallons
Plant Finished Water Flow:	9.3 Million Gallons
Plant Backwash Water:	1.6 Million Gallons

The water plant was in full compliance with MDE regulations for the month of October, 2022 and November, 2022 with the November lab results received to-date.

#### **Activities:**

1. Monthly bacti distribution samples results were negative indicating water safe for consumption.
2. Scheduled Blandford's Tree Service to remove dead and leaning trees from around the generator and the raw water pump building
3. A buzzard flew into the power lines causing a breaker to blow in the power lines and killed the power to the water plant. D&P discovered the bird strike, Delmarva was called to fix the breaker, and Marino Industrial was called for a blown HMI screen
4. Had Marino Industrial replace fried HMI screen in filter building. They were also able to get all three screens back to fully operational. Claim being submitted to LGIT.
5. Flushed both the PACl and Hypo chemical lines
6. Assembled new shelving in the garage and organized all spare parts.
7. Getting estimate to replace gate camera and repair call box at gate from Harford Alarm. Also getting an estimate from A.C. Schulties to replace check valves on raw pumps.
8. Repaired a malfunctioning actuator on one of the valves
9. Performed routine overnight cleans on both membrane trains
10. Checking water towers equipment and water quality weekly
11. Collected all monthly samples
12. Monthly housekeeping was performed
13. Scheduled preventive maintenance was performed
14. Tested all emergency lighting & monthly check of fire extinguisher