City of Aberdeen
Weekly Report
December 22-28, 2024

I. City Hall

a. Department of Finance
b. Department of Planning and Community Development (DPCD)
c. Department of Public Works (DPW)
d. Human Resources Department
e. Aberdeen Main Street

II. Aberdeen Police Department (APD)

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I. CITY HALL

a. DEPARTMENT OF FINANCE

The following activities and actions took place this week:

Receipts for the week were:

1.	General Fund	$	167,968
2.	Capital Projects Fund		0
3.	Water & Sewer Funds		299,243
4.	Stadium Fund		0
	Total	$	467,243

Disbursements for the week were:

1.	General Fund	$	40,370
2.	Capital Projects Fund		5,855
3.	Water & Sewer Funds		22,043
4.	Stadium Fund		0
	Total	$	68,268

Significant Receipts:

1. N/A

Significant Disbursements:

1. N/A

b. DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

The following activities and actions took place this week:

1. Submitted reimbursements to the MD Department of Housing and Community Development for the following grant awards: 1) stabilization of 22 N. Howard Street; 2) façade improvements to 203 West Bel Air Avenue and 44 N. Parke Street; and 3) Urban Design Plan completed by Mahan Rykiel and Associates.
2. Worked with GIS Analyst on quadrant map and planning areas for Councilwoman Ridgley.
3. Incorporated changes to the ARC minutes from their last meeting regarding 34 N. Philadelphia Blvd.
4. Building Permit activities:

Permits Processed – Residential

Address	Type	Value of Construction
348 South Dr	Solar Panels	$22,000
3676 Gratitude Way	New SFD	$310,000
804 Leni Way	New SFD	$267,000
Total: 3		$ 599,000

Permits Processed – Commercial

Address	Type	Value of Construction
3726 Churchville Rd Ste B	ONE LOVE MIND BODY Business Sign	$4,523
Total: 1		$ 4,523

Permits Issued this Week:

Address	Type	Value of Construction
3726 Churchville Rd Ste B	ONE LOVE MIND BODY Business Sign	$4,523
3612 Sweet Allie Ct	Interior Renovations	$50,000
3652 Gratitude Way	New SFD-Amended	$273,000
645 S Philadelphia Blvd	Replace Exterior Signs Walmart	$37,500
Total: 4		$ 365,023

Amended Permits:

343 S Deen – revised framing

903 Poppy Dr – change deck size

905 Poppy Dr – Change house type

Plans still under review at DILP and/or Health Department:

3726 Churchville Rd Suite E – Tenant Fit-Out Cultivate Barber Shop; 939 Beards Hill Rd, Suite H: DC Charcoal Kitchen Tenant-Fit Out; 500 Hickory Drive: Roof Replacement; 603 W Bel Air Ave: interior/exterior renovations; 645 S Philadelphia – interior reno to Walmart; 237 E Bel Air- deck; 22 N Howard St- Tenant Space Watchtower Brewery; 204 Northeast Rd- booster pump station; 131 Edmund St – solar panels;460 Grasmere Ln – solar panels; 129 S Philadelphia Blvd: Tenant Space for Lhayo Foods

The Preserve at Gilbert Meadows:

176 Total lots

Total # of Permits Applied for – 118

Total # of permits released: 106 (57 SFD/49 TH)

Total # of Type I Certificates of Occupancy released - 14

Total # of Type II Certificates of Occupancy released - 57

Aberdeen Overlook

344 Total Lots

Total # of Permits Applied for – 172

Total # of permits released: 165 (32 SFD/133 TH)

Total # of Type I Certificates of Occupancy released - 35

Total # of Type II Certificates of Occupancy released – 59

c. DEPARTMENT OF PUBLIC WORKS

The following activities and events took place this week:

SUBDIVISION & LAND DEVELOPMENT

- 21-03 Gilbert Meadows – House construction continues.
- 22-01 Fieldside Grande – Construction of buildings continue.
- 22-05 Aberdeen Overlook – Phase 2-4 house construction continues. Phase 6 water and sewer As-Built Plans approved. Bond can be reduced.
- 22-08 Popeye's – Building construction continues. Microbios #1 & #2 are complete. Installation of curb and gutter has begun.
- 23-02 Fields of Aberdeen – Building construction ongoing.
- 23-03 George D Lisby ES – SGW complete. Electrical Conduit for light poles installed. SCE removed. Curb and gutter installation complete.
- 24-01 Aberdeen MS – Awaiting utility tie-in.
- 2106 Titan Terrace – Sewer installation and water service install complete. Sediment controls being maintained.

WATER

- 22-03 Railbird Alley Booster – SCADA & operational programming completed by contractor. Additional punch list items provided to contractor to cover 12 month warranty period.
- 24-02 Lead Service Line Inventory Compliance – GHD to attend public meeting scheduled for 1/21/2025.
- 25-02 Roberts Way – Maxa Road Water Main Improvements – Water main tie-in on Roberts Way 12/26/2024. Beards Hill section blacktopped

SEWER

- 22-15 WWTP Flare –Final Completion 1/17/2025 with no date for substantial completion. Proposed modification RFI 09 approved as submitted.

FACILITIES

- 25-01 FY25 Paving Contract – Milling and asphalt on Pinehurst on hold until weather allows (ambient temperature at least 40 degrees, no precipitation). 353 South Drive apron, curb, and sidewalk completed.
- Police Department Remodeling – Quotes received and under review. Will discuss internally to determine path forward.

CITY COMPLIANCE

- Daily routine inspections
- Property at 415 Woodcrest
- Bulk trash at 217 Carol Avenue
- Tree stump at 236 S Rogers Street
- Homeless camp documentation at W. Bel Air Avenue and Middelton Road.
- 1 Self-Identified, 4 calls, 2 emails, 2 open cases, 4 cases closed, 6 letters sent this week, 4 cases entered into Beehive.

SWM
- FY2025 SWM inspections underway.
- 25-08 SR2 Tributary to Carsins Run Restoration – Bid packages under review. Design consultant, KCI checking bidder references.

GIS
- Continue work on Trash Collection Map Application Update
- Complete Quadrant Map requested by Planning for Vision/Work Session

RECORDS RETENTION
- Record Retention at State for informal review (No Change)
- Utility Permits
- Website announcement updates.

DPW ADMINISTRATIVE
- Compiled DPW WAR report for week ending 12/29.
- Entered 1 requisition. Processed 18 invoices.
- Bond filing ongoing.

MAINTENANCE DIVISION

BUILDING & GROUNDS
- Adjusted doors at City Hall at APD.

STREETS & STORM WATER
- Performed winter salting operations for morning freezing rain event.
- Cleaned 3,770 Lf. of roadside trash.
- Checked 801 storm drain inlets and cleaned 40 collecting/removing 600 lbs. of debris.
- Replaced 64 Sq.Ft. of temp. roadway patch with 4 tons of asphalt.
- Replaced a 2’x2’section of concrete around a meter pit at 738 W. Bel Air Ave.
- Repaired washed out section of shoulder on Agreement Lane with 2 tons of crushed stone.

WATER & SEWER
- Found water leak on Long Drive and shut it down until owner could repair it. (private)
- Provided support to DXI for water shut down on Roberts Way for new water tie in.
- Inspected 42 Sewer manholes.
- Surveyed Chestnut St. and Oak St. area for sewer tap locations.

FLEET

- Unit 26 – DPW Small dump – Out of service due to leaking intake manifold.
- Unit 79 – APG Backhoe – Sent out for estimate to rebuild leaking cylinder.
- Unit 73 – Compost loader – Transported to Dealership for repairs.
- Unit 101 – Trash Truck – Out of Service – Repairing damage from deer strike.
- Unit 104 – Trash truck – Sent out due to steering problem.

MANPOWER
- 3 openings in Maintenance and 1 opening in Environmental.

WATER / WASTEWATER PLANT OPERATIONS

WASTEWATER OPERATIONS

- Wastewater Treatment Plant Treated 13.6 Million Gallons December 19 through the 26.
- Compost repaired electric heater.
- Compost adjusted site light timers.
- Completed emergency light install at WWTP admin building.
- Replaced heaters at Chestnut and Giles lane sewage pump stations.

WATER OPERATIONS

- Water Treatment Plant Treated 3.9 Million Gallons December 19 through the 26.
- High flow alarms at Heat center and Long Drive Booster station due to water leak at construction site on technology drive.
- Long drive booster station- pump back spinning suspected bad check valve notified contractor.
- Heat center booster station- leak on pump #2. Ordered parts to make repair.
- Repaired a leak on soda ash feeder at water treatment plant.
- Reinstalled pump #2 at Plater St. booster station and place back in service.
- Well level readings. Harford County still in severe drought.

DEPARTMENT

- After hour service calls- 3
- 3 Plant operator vacancies. 1 Lab Tech vacancy. 1 Facility worker vacancy.

SUPERINTENDENTS

- APG contract hours- 16
- Pollu tech (Polymer supplier) site visit to conduct jar testing on digester sludge for belt press.
- Submitted updated Pre-Treatment Permit to Pepsico.

d. HUMAN RESOURCES DEPARTMENT

Current Openings – 16 total

APD Sworn – 3 (3 recruits pending)

APD Non-Sworn – 1 Crossing Guard, 1 Admin Tech (1 pending)

APG – 1 Maintenance Worker

Environmental – 1 Driver

DPW Admin – 1 Director of Public Works

DPW Maintenance Shop – 3 Maintenance Workers

W/WW – 1 Lab Tech, 1 Facility Worker, 3 Operators

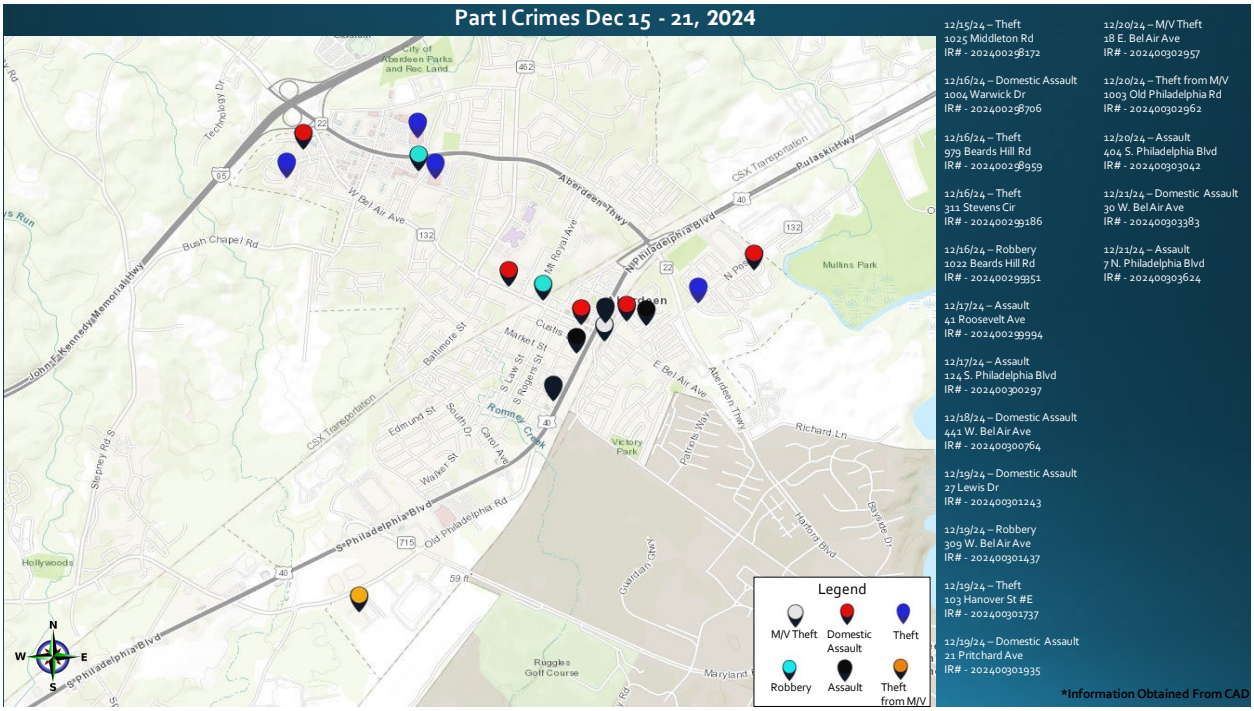
e. ABERDEEN MAIN STREET

Nothing to report this week.

II. ABERDEEN POLICE DEPARTMENT (APD)

APD WEEKLY REPORT

December 22 - 28, 2024



APD Calls for Service

December 15 - 21, 2024

Total Call for Service/Events Works - 470

Patrol Checks – 98

Community Policing Detail - 11

Foot Patrols – 46

Eastern District Incidents

Unattended Death – 1

Assault – 3

Attempted Suicide – 1

Theft – 1

Disorderly – 1

M/V Theft - 1

Central District Incidents

Assault – 4

Suspicious Activity - 1

Fugitive – 2

DUI – 1

Robbery – 1

Theft from M/V – 1

Assist Other Agency - 1

Western District Incidents

Theft – 3

Assault – 2

Robbery – 1

Fugitive – 1

Vandalism – 1

Counterfeit Money – 1

Missing Person – 1

Narcotics - 1

Arrest December 15 - 21, 2024

202400292671	12/16/24	Warrant
202400299263	12/16/24	DUI
202400284587	12/17/24	Assault
202400300102	12/17/24	Warrant
202400300764	12/18/24	Assault
202400284375	12/18/24	Assault
202400302666	12/20/24	Forgery/Counterfeit
202400302881	12/20/24	Disorderly
202300304585	12/21/24	Warrant (Homicide)

APD Weekly Traffic Report

December 22 - 28, 2024

Traffic Stops 138

Stops/Contacts 52

State Citations 317

Warnings 3

Safety Eqt. Repair Orders 0

DUI Crashes (Reportable, PI/PD) 7 (5 Property Damage, 2 Personal Injury)

SMART (Speed Monitoring Awareness Radar Trailer) Location – N/A

STATTRAK Not Deployed

APD IT

- 8 Miscellaneous user/computer issues
- Daily surveillance camera check
- Daily firewall inspection and report
- System Source IT discussion
- LPR speed trailer server connection

APD RECRUITMENT

- Hiring/Vacancies: Police – 3 openings.
- For the week there were 5 new entry level applications and 1 lateral application.
- Entry level applicant Rachel Harricharran completed her psychological evaluation on 12/23/24 and was recommended for hire.
- Entry level applicant Christopher Boesche was given a conditional offer of probationary employment on 12/23/24.
- Entry level applicant(s) Cross and Zamora are set to begin employment on 01/06, which will shift vacancies to 1.

APD ACCREDITATION

Proofs of Compliance – Located and filed 12 Year 4 Incident Reports

Day	Date	Year 4	Year 1	Year 2	Year 3
Wednesday	**12/18/2024**	**16**	**60**	**87**	**169**
Monday	**12/23/2024**	**4**			

PEIS – CALEA 350109 – Policy Ch 05.13

Reviewed proofs and policy. Discovered we have all Year 4 proofs. Filed them and notified Lt. Persuhn that the proofs are complete. Now, I need to tweak the policy to match the “story” I am telling with the documentation.

Assigned To List

Removed a few lines of proofs due; they no longer apply.

Changed assignments from Accreditation Manager to Administrative Commander.

Changed some assignments from Training Coordinator to PDMS Administrator (ME)

New Hire PDMS Processing

Assigned policies and training in PowerDMS to newest employee.

Position Descriptions

Prepared Checklist as documented proof for years 2-3, so I can turn the spreadsheet over to Cpt Reiber. Still unfinished – 15 position descriptions still not reviewed. I thought this project would be completed in two months; it has been over 2 years. Without cooperation, the project will never be completed.

CALEA 210202 Job Description Maintenance and Availability

A written directive requires a documented review of job descriptions of all employees every four years, ensuring job descriptions are current and made available to all personnel.

Set Aside for January meeting with Cpt Reiber:

Binder containing original paper descriptions

Spreadsheet checklist

Recruitment Plans & Analyses

Set aside for January meeting with Cpt Reiber:

Binder containing original paper plans and analyses

Traffic Policies

Ch 26.02 Department Motor Vehicle Crashes – Reviewed Sgt Neidig’s edits, included them all, with questions and notes. Resubmitted to Sgt Neidig for another review.

Ch 26.01 Response, Investigation, and Reporting – Returned from Sgt Neidig, multiple errors. I studied and corrected errors. Resubmitted to Sgt Neidig.

Proofs of Compliance

Collect, search for, process, and file Year 4 only

Proofs Lists

Update remainder Lists of Proofs Due and place the lists in PowerDMS**.**

Planned Next Week

12/30/2024-01/3/2025

Proofs of Compliance

Collect, search for, process, and file Year 4 only

Follow-up on Policies in Process

Processing New Hires – on me, for Rachel (Lawrence)

Canine Policies – Reitz And Beyond

Traffic Policies

Ch 25.05 Selective Enforcement Activities – verify changes and resubmit to Sgt Neidig.

Ch 25.11 Traffic Offenses Involving Alcohol and Drugs- complete corrections and resubmit to Sgt Neidig.

Criminal Follow-up Investigations and Victim/Witness Follow-up Investigations

Sent these two policies to Lt Persuhn to review and correct.

Ch 27.02 Preliminary and Follow-up Investigations

Ch 27.07 Assistance to Victims and Witnesses

Added as Endnotes Each Standard with Types of Proofs of Compliance. I told Lt Persuhn she could probably recommend better, stronger proofs of compliance for these Standards. She agreed to advise me on policies and proofs.

Accreditation Plan and Ch 43:11 Accreditation Policy

DES Communications Standards

Organize the Standards to determine which proofs Records can provide and which Proofs only DES can provide. Will ask Donna Burdette to advise.

Plan to visit DES and discuss with the best proofs to submit.

PEIS Policy

Finish updating policy

Equal Opportunity Employment Policy (Plan)

Finish the Plan and request GO.

Write "How To" Procedures as needed by Administrative Commander

1. *Recruitment Plan Administrator*
2. *Position Management System Coordinator*
3. *Probationary Performance Evaluations Scheduler*
4. *Department Position Descriptions Coordinator*

5. *Records Inventory & Retention Coordinator*

6. *FTO Manual Coordinator*

7. *Orientation Coordinator*

APD ADMINISTRATION

- FLEET
  - Rescheduling week for PM servicing
  - NAPA Invoice #138109, Unit #255, $88.05 (Oil, Filters)
- COMMUNITY POLICING/RELATIONS
  - Completed Ops Plan for Reindeer Run 5K
  - Supervised Reindeer Run 5K Detail
  - Completed After Action Report - 2024 Reindeer Run 5K
- GRANTS
  - Obtaining training receipts for Q2 PACT Grant Financial Report
  - Preparing Q2 Reports for PACT Grant
- TRAINING
  - Entering training in Skills Manager personnel profiles
  - Registering two slots for NCTC Polygraph Course
  - Submitted Certification of Field Training Certification (Johnson)
  - Entered Program Approvals for In-Service Training Courses (4)
    - Entrance Level Field Training Program (P#50693)
    - Lateral Officer Comparative Compliance Field Training (P#50694)
    - Entry Level Handgun (P#50690)
    - RADAR/LIDAR Operator Course (P#50695)
  - Notified Range Master of Firearms Qualifications Non-Compliance Personnel
    - Chaney
- CALEA
  - Researched & provided CALEA Manager w/proofs

APD 24 HOUR REPORT

Date of Incident: 12/28/2024

Incident Type: Aggravated Assault

Incident Report Number: 24-308611

Location of Incident: [redacted] Liberty St. Aberdeen MD 21001

Reporting Officer: Cpl. Hoffman

Synopsis of Events:

On December 28, 2024, officers responded to [redacted] Liberty St., regarding a reported physical domestic incident with injuries. Upon arrival, officers found [redacted] with a visible injury to her hand, lying on the kitchen floor next to a pool of blood. She was screaming to let her die and that she had cut herself. Also on scene was [redacted], [redacted] mother, who explained [redacted] and her "husband" had been drinking when [redacted] attacked [redacted] cutting his arm and her hand in the process. Aberdeen EMS unit 21A would transport [redacted] to UCMC Aberdeen for further evaluation, where she was also admitted for an Emergency Petition based off of her statements made during the incident.

[redacted] had fled the location prior to officer's arrival and an area canvass to locate him was negative. Sgt. Davis, while still on location with [redacted], had her call [redacted] cell phone to ascertain his location and if he was ok. A HCSO unit would attempt to locate him at his residence listed at [redacted], Aberdeen, however, he could not be located.

Based on [redacted] account of what happened, and the statements made on the phone by [redacted] to [redacted], an application for charges was filed against [redacted] for domestic assault.

APD 24 HOUR REPORT

Date of Incident: 12.29.2024

Incident Type: Possession of deadly weapons

Incident Report Number: 202400308933

Location of Incident: [redacted]

Reporting Officer: Senior Officer First Class Jon Thomas

Synopsis of Events:

On 12.29.24 at 1419hrs, Officers were dispatched to [redacted] for an assault in progress. Upon arriving on scene, officers found the victim with her mother [redacted]. Officers were advised that 3 juveniles came to the victim's residence so [redacted] could fight her. While the victim and [redacted] were outside of the residence arguing with the juveniles, [redacted] other daughter, [redacted] stated the male known only as [redacted], pulled a firearm and held it in front of him. She stated he didn't point it at anyone, only produced it visibly. [redacted] told [redacted] not to come down or get involved. [redacted], a Neighbor stepped in to separate the parties. The 3 juveniles left the scene in an unknown direction of travel. Officers attempted multiple residences in area with negative results. Through questioning the victim and [redacted], it's believed that the argument stemmed from [redacted] being friends with people from Edgewood.

APD 24 HOUR REPORT

Date of Incident: 12.27.2024

Incident Type: Unattended Death

Incident Report Number: 202400307598

Location of Incident: [redacted]. Aberdeen, MD 21001

Reporting Officer: Senior Officer First Class John Thomas

Synopsis of Events:

On 12.27.24 the Officer was dispatched to a cardiac event at [redacted]. Upon arriving on the scene, the officer found a deceased [redacted] old male, identified as the victim, in a back bedroom of the residence[redacted], the owner of the residence, stated he saw the victim yesterday afternoon at the residence. [redacted] attempted to make contact via phone with the victim today, and when there was no answer, he responded to the residence to find the victim deceased. [redacted] advised that the victim did not have any living next of kin and that he refused to go to the hospital or take medications. The medical examiner was contacted, responded to the scene, and provided the officer with a decline number. The officer then contacted the Maryland State Anatomy Board for retrieval of the victims remains.