City of Aberdeen

Weekly Activity Report

May 31 – June 6, 2026

I. City Hall
- A. Department of Finance
- B. Department of Planning and Community Development (DPCD)
- C. Department of Public Works (DPW)
    1) City Engineering & Administration
    2) Maintenance Division
    3) Water/Wastewater Plant Operations
- D. Human Resources Department

II. Aberdeen Police Department (APD)
- A. APD Calls for Service
- B. Weekly Traffic Report
- C. IT
- D. Accreditations
- E. Administration
- F. 24 Hour Reports

I. City Hall

A. Department of Finance

Weekly Update

Receipts for the week were:

1.	General Fund	$ 26,313
2.	Capital Projects Fund	0
3.	Water & Sewer Funds	304,253
4.	Stadium Fund	0
	Total	$ 330,566

Disbursements for the week were:

1.	General Fund	$ 535,162
2.	Capital Projects Fund	369,473
3.	Water & Sewer Funds	399,731
4.	Stadium Fund	0
	Total	$ 1,304,366

Significant Receipts:

1. N/A

Significant Disbursements:

1.	Payroll	$500,916
2.	Water line replacement	$257,845
3.	Refuse Vehicle	$365,119

Procurement Activities:

1. Executed contract for project 25-10, Architectural & Design Services for the Aberdeen TOD Station Square Project.

2. Executed contract for project 26-04, South Drive Sewer Interceptor.

3. Executed contract for project 26-05, Advanced Wastewater Treatment Plant Primary Clarifier #2 Improvements

B. Department of Planning and Community Development (DPCD)

The following activities and actions took place this week:

- Attended City Council work session to discuss FY2027 budget.
- Held in person and virtual interviews for the Planner position.
- Attended meeting with Katie Hazlett, our federal lobbyist with The Reserve Component and discussed the Congressionally Directed Funding applications/potential funding awards for Swan Meadows and the Aberdeen Volunteer Fire Department fire apparatus. Update - Representative Andy Harris was able to secure $2.0 million for the Swan Meadows infrastructure project pending the bill being signed into law later this year/early next year. It is possible that Senators Van Hollen and Alsobrooks will also be able to secure more funding.
- Reviewed two Board of Appeals applications and sent information back to the Applicants.
- Reviewed preliminary site plan for the Cranberry Run Business Center, Phase II and provided comments to the site engineer.
- Attended the Route 40 Business Association Board retreat to discuss upcoming events, guest speakers, budget, and scholarship awards.

Weekly Building Permit Activities:

Permits Processed – Residential

Address	Type	Value of Construction
621 Walker Street	Fencing	$8,500.00
89 Norman Avenue	Driveway	$5,350.00
930 Swilken Bridge Road	Fencing	$5,412.00
337 Woodland Green Court	Deck	$2,500.00
720 Paradise Road	Solar Panels	$53,956.00
3617 Dexter Court	Porch	$8,700.00
28 Rock Glenn Road	Shed	$5,000.00
728 Aldora Drive	Fencing	$5,900.00
10 Alton Street	Deck	$30,000.00
10 Alton Street	Addition Onto SFD	$30,000.00
834 Forgans Drive	New Construction	$247,000.00
832 Forgans Drive	New Construction	$254,000.00
338 Penrith Way	Driveway/Patio	$19,600.00
710 Southern Lights Drive	Fencing	$5,450.00
65 Mt Royal Ave	Fencing	$9,000.00
875 Forgans Drive	Deck	$7,000.00
127 Alton Street	Fencing	$4,637.00
Total: 17		$702,005.00

Permits Processed – Commercial

Address	Type	Value of Construction
629 S Philadelphia Blvd.	Addition	$700,000.00
3738 Churchville Road	Sign	$6,600.00
210 Research Blvd.	Demolition	$8,500.00
Total: 4		$715,100.00

Permits Issued this Week:

Address	Type	Value of Construction
17 Moyer Drive	Solar Panels	$56,948.00
911 Walker Street	Solar Panels	$48,790.00
3738 Churchville Road	Sign	$6,600.00
337 Woodland Green Court	Deck	$2,500.00
207 St. Justion Drive	Solar Panels	$21,910.00
710 Southern Lights Drive	Fencing	$5,450.00
338 Penrith Way	Driveway/Patio	$19,600.00
3617 Dexter Court	Porch	$8,700.00
28 Rock Glenn Blvd.	Shed	$5,000.00
435 Holiday Drive	Deck	$24,300.00
621 Walker Street	Fencing	$8,500.00
825 Forgans Drive	New Construction	$250,000.00
838 Forgans Drive	New Construction	$251,000.00
3600 Dexter Court	New Construction	$200,000.00
3602 Dexter Court	New Construction	$200,000.00
3604 Dexter Court	New Construction	$200,000.00
3606 Dexter Court	New Construction	$200,000.00
3608 Dexter Court	New Construction	$200,000.00
3610 Dexter Court	New Construction	$200,000.00
3614 Dexter Court	New Construction	$200,000.00
3612 Dexter Court	New Construction	$200,000.00
422 Woodcrest Drive	Deck	$15,500.00
927 Eleanor Drive	Permit Amendment	$215,000.00

929 Eleanor Drive	Permit Amendment	$185,000.00
933 Eleanor Drive	Permit Amendment	$185,000.00
939 Eleanor Drive	Permit Amendment	$185,000.00
Total: 26		$ 3,094,798.00

New Commercial Issued Certificates of Use and Occupancy:

15 S. Parke Street – Tenant Occupancy for Tri-Hearts LLC

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

1255 Loflin Road – Cell tower modifications; 3738 Churchville Road Ste A&B – Tenant Fit-out-Honey Dip Diner; 303 Mt. Royal Avenue – Deck; 404 S. Philadelphia Blvd. – repair fire damage; 487 Roberts Way – Convert garage into living space; 218 W. Bel Air Avenue- addition/renovation; 1102 S. Philadelphia Blvd. – Tiltwall Shell Warehouse; 629 S Philadelphia Blvd – ALLROADS addition; 48 Aberdeen Avenue – Screen Room Addition; 630 3rd Street – Carport, 672 Falcon Lane – In-ground pool; 3680 Adamson Way – Playground; 1003 Old Philadelphia Road – Tenant Fit Out, 36 Lewis Drive– Front porch; 110 S. Philadelphia Blvd. – Renovation; 210 Research Blvd. – Demolition.

The Preserve at Gilbert Meadows:

176 Total lots

Total # of Permits Applied for – 168.

Total # of permits released: 168 (83 SFD/85 TH)

Total # of Type I Certificates of Occupancy released - 17.

Total # of Type II Certificates of Occupancy released - 144.

Aberdeen Overlook

344 Total Lots

Total # of Permits Applied for – 256.

Total # of permits released: 248 (80 SFD/168 TH)

Total # of Type I Certificates of Occupancy released – 13.

Total # of Type II Certificates of Occupancy released – 207.

C. Department of Public Works (DPW)

1. City Engineering & Administration

Subdivision & Land Development (Active Construction)

- **21-03 Gilbert Meadows:** Townhome construction is nearing completion. The site remains in environmental compliance, and base/surface paving operations are ongoing throughout the property.
- **22-05 Aberdeen Overlook:** Community center and residential construction continue across Phases 2, 4, and 5. Staff conducted one (1) pre-start inspection, five (5) Stormwater Management (SWM) inspections, and one (1) Use & Occupancy (U&O) inspection. The site is in compliance.
- **23-02 Fields of Aberdeen:** Building construction continues; however, targeted Erosion and Sediment Control (ESC) corrections are required.
- **24-02 WashX:** Building construction is ongoing, and the site is in compliance.
- **24-05 Goddard School:** Building construction is finalized. The Notice of Termination (N.O.T.) has been formally accepted by the Maryland Department of the Environment (MDE).
- **26-02 Aberdeen Hills Water Main Project:** Subcontractor DXI is actively executing milling and paving operations on Andrews Road and Bernice Terrace.
- **717 Paul Drive:** A pre-start inspection was successfully conducted for a new driveway installation.

City Engineer Project Updates

Site Plan & Agreement Reviews

- **09-04/2007-11 COPT Northgate Research Blvd:** All items outlined in the Tri-Party Post-Closing Agreement are active following the execution of the contract on May 1, 2026. The Stormwater Management (SWM) pond conversion is currently underway.
- **22-01 Fieldside Grande:** Redline As-Built plans were submitted on June 3, 2026, and are currently under engineering review. Upon formal approval, developer performance bonds will be reduced, and the ESC bond will be released.
- **22-07 Rutter's:** No change from the previous period. The As-Built SWM plans and Site Soil Conservation (SSC) plan will be accepted and approved pending the first submission of the As-Built Road Dedication and Storm Drain (RDSD) plans.
- **24-04 Hickory Ridge Lot 4:** Engineering is awaiting the developer to schedule the mandatory pre-construction meeting.
- **25-02 Residences at Festival Square:** Adequate Public Facilities Ordinance (APFO) requirements are being determined, and the existing water demand is undergoing engineering evaluation.
- **25-04 502 South Pulaski Highway:** Engineering is awaiting the developer to schedule a pre-construction meeting.
- **25-08 Chick-Fil-A Drive Thru:** Awaiting the formal execution of the Public Works Agreement (PWA) and the SWM Maintenance Agreement.
- **25-09 Cranberry Run FRP:** Awaiting preliminary plan approval through the Planning Commission (scheduled for June 10, 2026) and subsequent City Council approval.
- **25-10 Aberdeen XChange Lots 2 & 3:** A technical meeting was held on May 22, 2026, with the developer's engineer. Additional site data will be submitted, and supplemental soil testing will be conducted.

Multi-Phase Development Trackers

25-11 Greenside Reserve: The APFO Agreement must be executed. Engineering review status by phase includes:

- **Phase 1A:** SWM plans, Final RDSD, and Water/Sewer (WS) plans were submitted on May 1, 2026, and are under review.
- **Phase 1B:** RDSD & WS plans were submitted on May 7, 2026, and are under review. Phase 1B SWM Plan and Report were submitted on May 14, 2026, and routed to Environmental (EN) for formal review.
- **Phase 2:** The first RDSD submission (March 3, 2026) and first WS submission (March 23, 2026) remain under review. The initial SWM submission comments were received from EN on April 17, 2026, and consolidated comments are being prepared.
- **Phase 3:** RDSD, WS, and SWM plans/reports were submitted on May 14, 2026. SWM documents have been routed to EN for review.

Tenant Fit-Out Reviews

Commercial review tracking (Water Capacity Requests [WCR], Commercial Wastewater Surveys [IWS], and Grease Trap compliance):

- **11 Locust Lane (Sizzlin' Pig BBQ):** IWS, WCR, and Grease Trap submittals are actively under review.
- **15 S Parke Street (Tri Hearts LLC):** IWS and WCR have been formally approved.
- **650 McHenry Road (Physician Exam Rooms):** IWS and WCR have been formally approved.
- **1003 Old Philadelphia Blvd (Churchville Tiles):** IWS and WCR submittals are under review.

Special Engineering Actions

- **900 Beards Hill Road SWM Waiver Request:** Following an on-site visit by the Director, a formal response to the SWM waiver request is pending. Per MDE SWM Design Requirements, the requested waiver is legally impermissible.
- **Baltimore Street Deed Search:** Completed a comprehensive deed search in preparation for a Maryland Public Information Act (MPIA) request.

Infrastructure & Capital Projects

FY2026 Curb, Sidewalk, and Street Resurfacing

- **24-01 FY26 HUF:** Resurfacing operations are resuming on Dorsey Street, Greene Avenue, and Norman Avenue. Mobilization and paving are scheduled to begin on Dorsey Street during the week of June 8, 2026.

Stormwater Management (SWM) Systems

- **Legacy Violations:** Nine (9) SWM facilities from the FY24 inspection cycle are failing due to a lack of Homeowners Association (HOA) accountability (Windemere); legal action remains pending.
- **Windy Hill Business Park:** Remediation and repair work on one (1) failing facility from the FY25 cycle is ongoing.
- **FY26 Maintenance:** Three (3) facilities inspected in FY26 are pending minor maintenance.
- **System Asset Additions:** New SWM facilities from the Fieldside Grande development are being prepared for formal City acceptance.

Associate Engineer Updates

Capital Infrastructure Contracts

- **22-05 I-95 Water Tower:** A progress meeting was held on June 2, 2026. Sidewalk extensions were approved to comply with ADA grades and Harford County requirements. Curbing, sidewalks, and the driveway apron have been installed, with final driveway paving scheduled for next week. Base electrical work is complete, and vertical

components will be installed over the next two weeks. BGE delivered the transformer and cathodic protection components. Stormwater management sign-off is expected next week, and a BGE service hookup is scheduled for June 19, 2026. A coordination meeting will be held in three weeks to establish SCADA parameters and pump station communication protocols.

- **22-18 Swan Meadows Utilities:** The engineering workplan was reviewed and submitted to the EPA for comment. Updated technical specifications and project deliverables are expected by mid-June.
- **23-07 WTP PFAS Upgrade:** The 60% engineering design package is expected by June 19, 2026, with an in-person review meeting scheduled for June 24, 2026. The primary objective is to secure a formal Letter of Commitment for MDE funding upon submission of the 60% design. Operations staff are evaluating maximum monthly allowable flows to determine impacts on vessel counts or the necessity of an additional pilot study.
- **24-02 Lead Service Line Inventory Compliance:** Maintenance crews continue test-pitting field locations based on the GHD field validation list, with 63 out of 177 pits completed to date (no change this period). GHD has requested a formal update. With the compliance deadline 16 months away, the Director will evaluate the production timeline to ensure timely completion.
- **26-02 Aberdeen Hills Waterline:** Engineering is reconciling field quantity discrepancies between authorized contract work and what was executed by the subcontractor. Staff are awaiting the submission of a punch list of remaining items required for substantial completion.
- **26-03 Sewer Rehabilitation:** UV trenchless pipe lining continues in the Windemere Drive area. The scope of work for Year 2 lining is currently under development, contingent upon the approved FY27 budget.
- **26-04 South Drive Sewer Interceptor:** The construction contract is now fully executed. A pre-construction meeting is scheduled for June 10, 2026, with City staff and contractor DXI.
- **26-05 WWTP Primary Clarifier #2:** A pre-construction meeting was held on-site with COMBRO on June 4, 2026, and the formal Notice to Proceed (NTP) was issued. The contractor is coordinating a site visit with the equipment manufacturer to finalize specifications and develop a construction timeline that minimizes downtime prior to demolition.

Master Planning & Technology

- **Additional Water Source Exploration:** Met with project partners on June 1, 2026. Staff researched public resources, GIS data layers, and internal servers to develop a comprehensive GIS exhibit mapping water source alternative. A summary and formal recommendation for a geological survey were sent to leadership on June 4, 2026.
- **Aberdeen WebGIS User Interface:** Staff continue addressing 'beta-test' software modifications identified by field crews. Met with ESRI to discuss database automation to track layer changes for accountability to the GIS Data Administrator. Successfully launched a Development Project Tracking module for the City Engineer and a Capital Project Tracking module for the Project Manager to provide real-time project visibility to City leadership.

GIS Division

Current Project Trackers

1. Citizen Problem Reporter: Automated Email Notifications

- **Action:** Implemented an automated email notification workflow for the Citizen Problem Reporter application.
- **Prerequisite:** Requires a Microsoft Power Automate Premium License to support the necessary advanced integration connectors.

2. Citizen Problem Reporter: Application Publishing & Testing

- **Action:** Publish the Citizen Problem Reporter Instant App and distribute the shared application link to designated testing groups.

- **Objective:** Validate system functionality, user interface layout, and submission workflows in a staging environment prior to full public release.

3. ArcGIS Pro Software Version Upgrade

- **Action:** Install Microsoft X74 to Upgrade ArcGIS Pro desktop environments from version 3.5.4 to 3.7.0.
- **Objective:** Perform a system optimization upgrade to leverage the latest performance enhancements, stability patches, and core GIS tool updates.

4. Fleet Management Software Integration Research

- **Action:** Conduct a research and feasibility study on ArcGIS-compatible fleet management and logistics options and research to see if other software is available.
- **Technical Focus:** Evaluate ArcGIS Network Analyst (for vehicle routing problem optimization, capacities, and time windows) and explore real-time tracking integration options using ArcGIS Velocity or ArcGIS GeoEvent Server to digest live AVL (Automatic Vehicle Location) feeds.

Departmental Administrative Assistant Summary

Financial Processing

- **Invoices:** Formally processed eight (8) vendor invoices totaling $225,304.83.
- **Requisitions:** Generated and entered three (3) departmental procurement requisitions totaling $13,718.17.

Permits & Public Records

- **Utility Permits Issued:** Approved and issued three (3) utility engineering permits: Comcast (Permit 26-30): 481 Manor Road; Comcast (Permit 26-31): 921 Edmund Street; BGE (Permit 26-29): 910 Philadelphia Road.
- **MPIA Requests:** Documented and forwarded two (2) Maryland Public Information Act requests to legal/custodian channels.

Council Support & Public Communications

- **Granicus/Council Submission:** Created and submitted the formal legislative memo to City Council for the Project 27-01 Bid Package.
- **Public Outreach:** Crafted and published the official City Facebook advisory notice regarding the seasonal Summer Burn Ban.
- **Graphic Design:** Designed and developed the "Where Does Your Water Come From?" informational rack cards for public distribution, responding directly to a directive from Mayor McGrady.

Administrative Operations

- Attended and recorded official minutes for the Optional Water Sources planning meeting.
- Performed email inbox architecture optimization for staff, creating categorized tracking structures.
- Issued two (2) separate regional emergency text/email alerts within the RAVE citizen notification system.
- Processed an incoming commercial hauler license renewal and filed it in the compliance directory.
- Ordered field hardware and office supplies, including a new cellular device for Jay Epps, a wireless mouse/keyboard hardware combo for the DPW conference room, and bulk office paper stock.
- Initiated a procurement search for standardized field uniform shirts for personnel (Danny and Matt).
- Submitted an external IT evaluation request to Guinea Geeks to conduct a formal security and code review of the GIS Team's new Citizen Reporter application.

Case Management Workload

- **General Enforcement:** Processed 10 phone calls and 36 emails. There are currently 50 active cases. Staff followed up on four (4) cases, closed four (4) cases, mailed five (5) formal letters, and posted seven (7) field violations.
- **High Grass Violations:** 15 active cases; 9 cases resolved and closed.
- **Sewer Cap Violations:** 28 active cases. Sent one (1) letter, conducted two (2) follow-up inspections, and closed one (1) case.
- **Smoke Testing:** 4 active cases. Residents are actively responding, and staff will conduct field follow-ups. Routine compliance inspections continue on a weekly schedule.

Target Property Site Updates

- **114 Philadelphia Blvd:** Property is in progress; waiting for the owner to secure a demolition permit.
- **217 Carol Avenue:** Re-inspected on May 15, 2026. Corrective work remains incomplete; the owner is procuring an additional dumpster to continue cleanup.
- **679 Everist Drive:** A new dumpster has been delivered to the site, and property cleanup operations continue.
- **700 Maxa Road:** The property owner provided an update on May 22, 2026. One formal estimate has been received from Pinnacle Excavating ($18,000). The owner is waiting for competitive proposals from Chavis, Supreme Service, and Fawnview. The firm deadline to secure three estimates is June 10, 2026.
- **783 West Bel Air Avenue (Days Inn):** A certified structural report was submitted to the City on April 4, 2026, outlining necessary structural repairs. Associated structural engineering plans were provided on May 8, 2026. Remedial structural repairs remain actively in progress.
- **Battle Avenue:** The property owner has a hard deadline of June 6, 2026, to remove the non-compliant structure, or the City will execute demolition at the owner's expense. The Structural Committee has requested three (3) independent estimates for contract demolition. Project is in progress.

2. Maintenance Division

Buildings & Grounds

- **Service Requests:** Completed sixteen (16) service requests.
- **Vegetation Management:** Provided curbside woodchipper services for twelve (12) residents and completed the removal of four (4) hazardous trees.

Streets & Stormwater

- **Roadside Detritus Operations:** Cleaned 9,106 linear feet (LF) of roadside shoulders; 0 LF of roadside cutting performed.
- **SWM Maintenance:** Performed scheduled inspections and maintenance on six (6) stormwater ponds.
- **Inlet Maintenance:** Checked and cleared stormwater inlets, extracting 0 lbs. of debris. (Note: Numerical count missing from raw operational logs).
- **Asphalt Patching:** Replaced nine (9) temporary roadway patches using 17.32 tons of hot-mix asphalt.

Water & Sewer Field Services

- **Service Calls & Inspections:** Responded to one (1) water/sewer service call and executed one (1) lead service line verification inspection.
- **Hydrant Flushing:** Successfully flushed 44 fire hydrants within Region 3 as part of routine system maintenance.
- **Meter Operations:** Zero (0) residential water meters were installed during this period.
- **Emergency Repairs:** Successfully resolved one (1) water main break and completed one (1) new water service installation.
- **Collection System Maintenance:** Cleaned 3,171 linear feet (LF) of sanitary sewer main and completed Closed-Circuit Television (CCTV) inspections of 1,315 LF of sewer pipe.

Fleet & Asset Management

Work Orders Completed:

- Scheduled Repairs: 1 completed (Average Processing Duration [APD]: 3 days).
- Emergency Repairs: 0 completed (APD: 0 days).
- Routine Services: 1 completed (APD: 3 days).

Critical Fleet Dead-Red Status:

- Unit 16 (DPW 1-Ton Pickup): Out of service; requires a full motor replacement.
- Unit 17 (DPW Flatbed Dump): Out of service; sent to an external facility due to a critical engine shutdown issue.
- Unit 32 (DPW Backhoe): Out of service; sent to a specialty shop to rebuild leaking hydraulic cylinders.
- Unit 101 (Trash Truck): Out of service; transferred to MIT due to a Power Take-Off (PTO) mechanical failure.

Division Personnel

- The Maintenance Division is operating with four (4) active personnel vacancies.

3. Water/Wastewater Plant Operations

Production & Treatment Quantities

Facility / Plant	Total Volume Treated (May 28 – June 3)
City of Aberdeen (COA) WWTP	12.6 Million Gallons
Aberdeen Proving Ground (APG) WWTP	2.1 Million Gallons
City of Aberdeen (COA) WTP	4.7 Million Gallons
Aberdeen Proving Ground (APG) WTP	5.7 Million Gallons

Wastewater Treatment Plant (WWTP) Maintenance

- Swapped out and replaced the belt press polymer pump and motor #2.
- Replaced a leaking 2-inch process valve on belt press #2.
- Raised the Chestnut Sewage Pumping Station (SPS) SCADA antenna to a height of 20 feet to resolve telemetry dropouts and improve radio signal propagation.
- Replaced worn blowoff valves on the 2nd stage wasting pumps.
- Successfully reinstalled the Equalization (EQ) tank mixer.

Water Treatment Plant (WTP) & Distribution Maintenance

- Collected ten (10) routine bacteriological distribution compliance samples and one (1) special bacteriological sample.
- Addressed ongoing chemical dosing issues with the sodium hypochlorite (hypo) feed pumps at the WTP.
- Partnered with DFS to troubleshoot and eliminate persistent nuisance alarms transmitting from the Northeast booster station.

Plant Personnel & Regulatory Meetings

- **Vacancies:** Plant operations currently carry five (5) operator vacancies and one (1) facility worker vacancy.
- **Superintendent Action Items:** Hosted and facilitated a formal EPA environmental compliance inspection of the APG North water system and treatment facility. Attended the COA Water Supply master planning meeting, the WTP PFAS Upgrade progress meeting, the WWTP Primary Clarifier pre-construction meeting, and the I-95 Water Tower coordination meeting.

D. Human Resources Department

Current Posted Openings – 17 total

- APG Maintenance Shop – 1 -Foreman, 1 Maintenance Worker
- DPW Maintenance Shop – 3 - Maintenance Workers
- Environmental – 1 Thrower
- W/WW – 4 Operators, 1 Facility Worker
- APD Sworn – 4 Officers
- APD Non – Sworn – 1 Crossing Guard – On Call
- Planning Dept. – 1- Planner

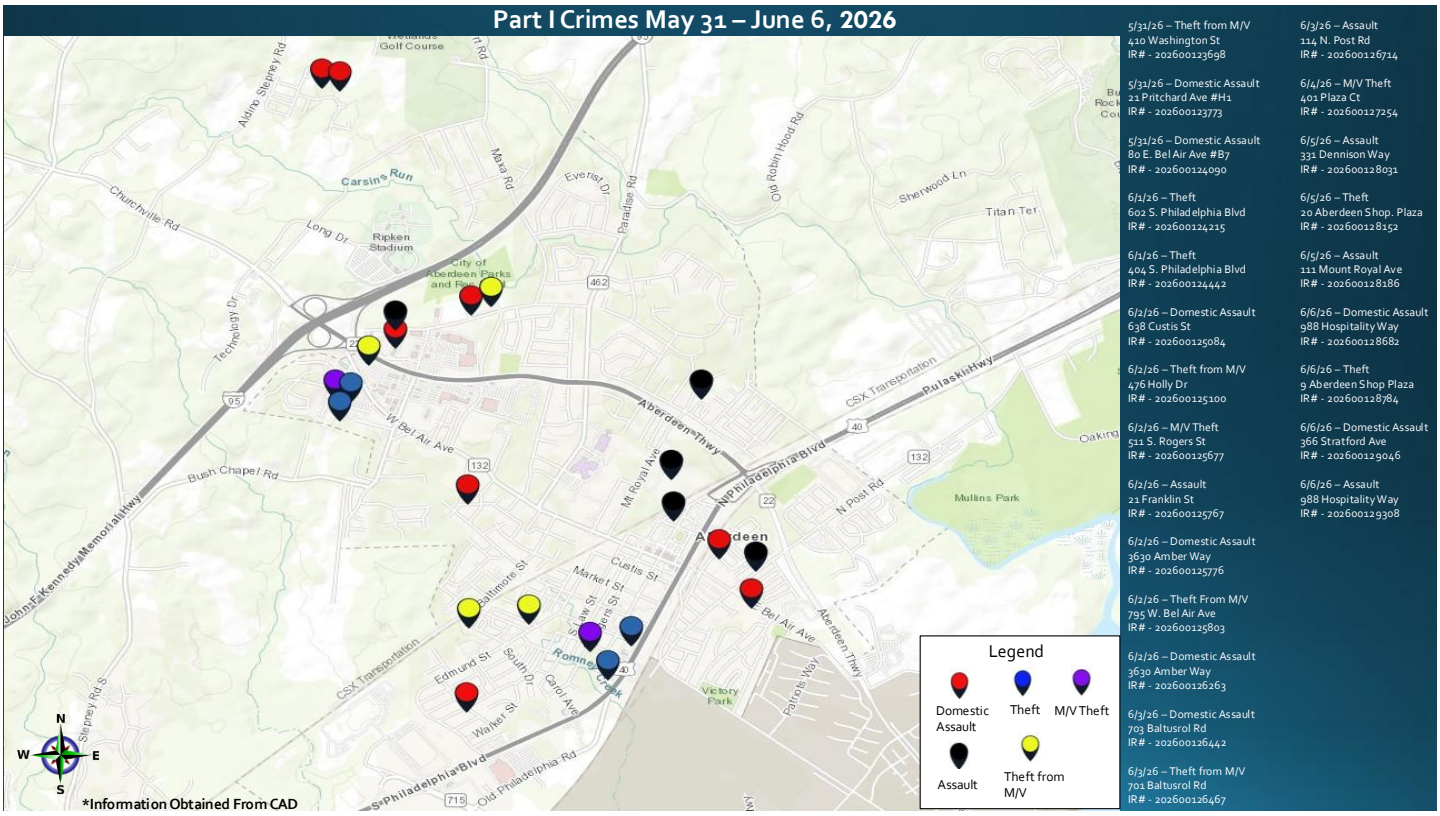
-Internal promotion for the City Maintenance Shop Foreman position

Payroll

Period Ending 5/30/2026	**# of Hours**	**Payroll Amts**
Regular	11,202.50	$413,103.26
Overtime	518.00	$23,946.02
Vacation	533.92	$11,581.89
Sick	394.83	$8,642.74
Personal	216.75	$5,042.73
On-Call Overtime	189.00	$9,271.13
Patrol Holiday	12.00	$378.72
Holiday	1,099.00	$26,849.81
Comp Time	80.72	$2,322.92
Court On-Call Overtime	76.00	$3,945.06
Call-In Overtime	27.00	$1,137.11
Shift Differential		$2,154.02
Adjustment		$12.00
Vacation Pay Out (1)		
Bereavement	16.00	$344.64
TOTAL PAYROLL	14,365.72	$508,732.05

II. Aberdeen Police Department (APD)

A. APD Calls for Service



APD Calls for Service
May 31 – June 6, 2026
Total Call for Service/Events Works - 602
Patrol Checks – 80
Community Policing Detail – 1
Foot Patrols – 59

Eastern District Incidents

- Fugitive - 2
- Assault – 3
- Unattended Death – 1
- Suspicious Activity – 1

Central District Incidents

- Theft – 4
- Lost Property – 1
- M/V Theft – 1
- Assault – 2
- Vandalism- 1
- Missing Person – 1
- Unattended Death – 1
- Indecent Exposure - 1

Western District Incidents

- Fugitive - 2
- Child Neglect – 1
- Assault – 8
- Sex Offense – 1
- Theft – 4
- Vandalism – 1
- M/V Theft – 1
- DUI – 1
- Missing Person – 1

Arrest May 24 - 30, 2026

Adult Arrest

202600115666	5/25/2026	Summons M/V Theft
202600118733	5/25/2026	Warrant
202600118659	5/25/2026	Theft - Shoplifting
202600118511	5/25/2026	Assault & Vandalism
202600074978	5/25/2026	Theft - Shoplifting
202600119301	5/26/2026	Disorderly
202600119596	5/26/2026	Warrant
202600119829	5/27/2026	DUI
202600120278	5/27/2026	CDS
202600120886	5/28/2026	Assault

Juvenile Arrest

202600119049	5/26/2026	Assault & Disorderly
202600119049	5/26/2026	Assault & Disorderly
202600120249	5/27/2026	Assault
202600119468	5/29/2026	Assault

B. Weekly Traffic Report

May 31 – June 6, 2026

Traffic Stops

130 Stops/Contacts

76 State Citations

191 Warnings

7 Safety Equipment Repair Orders

2 DUI

Crashes (Reportable, PI/PD)

6 (5 Property Damage, 1 Personal Injury)

SMART (Speed Monitoring Awareness Radar Trailer)

- Aberdeen Thruway E / Mount Royal Ave
- Aberdeen Thruway W / Mount Royal Ave

STATTRAK

- N/A

C. IT

- 25 Miscellaneous user/computer issues
- Daily surveillance camera check
- Daily firewall inspection and report
- Weekly PMI backup checks
- Phone call investigation with Verizon.
- Complete monthly PMI backup
- Laptop build, configure, and deploy x3.
- Attend cyber review with water treatment plant and EPA.
- Drug burn with CSI

D. Accreditations

May 31-June 6, 2026

Proofs of Compliance

Processed and filed in PowerDMS.

Policies

Ch 28.02 Diplomatic Immunity and Consular Notification – Updating Department of State contacts and list of Mandatory Notification Countries. Added procedures for actual notification of embassies/consulates. Some numbers on the website do not answer.

Ch 05 Rules of Conduct and IA 11 Unlawful or Improper Bias – Changed section title from "Bias Policing," Began to update the policy to comply with new CALEA Standards.

Ch 25 Traffic 10 Speed Measuring Devices – Updated as advised by Traffic Supervisor. Sent for approval.

Ch 25 Traffic 11 Offenses Involving Alcohol and Drugs – Updated as advised by Traffic Supervisor. Sent for approval.

Ch 21.12 Unattended Deaths – Amended to include procedures to follow when completing the Death investigation Report to comply with CALEA standard 82.2.1d & e. Sent for review. No responses.

Spring Inspections

Attended the inspections, spoke with officers, learned that some still do not understand accreditation.

Plans for Future Weeks

Proofs of CALEA Compliance

Processing will include New Year 1

Training Course Plan – Write and Present Roll Call Training about Accreditation

Policies

Ch 05.03 Internal Affairs & Internal Investigations – Finish updating.

Ch 25.03 Citation Control – Update disposition, storage, and retention.

Ch 28.06 Juvenile Offenders – Finish updating Custodial Interviews

E. Administration

Administrative Corporal

Fleet

Unit 220 – returned from Al Packer Ford. Pressure purge valve was replaced.
Unit 211 – Had radio issues and was taken to the radio shop for repairs. This was completed.
Distributed flare containers, logged them, and provided a unit label.
The two black vehicles that received decals at Image360 had the modifications done to their numbers, etc. on June 3rd.
Unit 236 had completed PM and returned.
Several units had to rescheduled for PM due to inspections.
All Roads agreed to paint the Ford F150 black for just the cost of the paint.
Submitted a request for a locking rifle rack for Unit 204. Captain Reiber directed me to obtain a quote from Global. The process has started.
Unit 234 – Transmission leak and must go to dealer. Al Packer picked it up.
Unit 239 – PM completed.
Unit 237 – Impala – DPW reported that they took it to the dealer for trouble shooting. They have been unable to get the cruise and horn to work. Also, the vehicle keeps shutting off.
Met with Ronnie Cooke from Global in reference to getting a rifle rack in unit 204 (truck) and possibly retrofitting something else back into unit 250 for Cpl. Peterson. Waiting for Cpl. Peterson to send me the part number.
Unit 234 – This unit will need to go back to DPW when it is returned to have the molding replaced around the window. Det. Garrett was notified.
Vehicle swaps were made. Off. Wangu has been placed in the silver unmarked Taurus (unit 244), Ofc. Johnson has been placed in the silver unmarked SUV (unit 211). Ofc. Howard has been placed in the LPR unit (255)
Updated patrol vehicle master file
With the permission of Captain, Det. Lightner directed him to have 2 keys cut to his patrol vehicle so we can have extra on hand. He will have the dealership bill APD.
Distributed Flare containers and labeled each.
Both newly striped vehicles were returned to Image 360 for the updated numbers.
Notified Captain that the thermostat was never recovered for Ofc. Epps K9 vehicle.

Grants

MCIN FY26 – Details being completed and additional funds being expended.

Community Policing / Relations

American Legion notified us on Monday, 6/1 of an event that will have 100 officers in town. He wants APD to assist with road closure and to get them out to route 40. This was approved and an email was sent out to the squads in reference to their role.
Lt. Reitz requested that I put out an overtime detail for June 27th for 6 officers from 10 – 2. I contacted all of the officers who signed up for the 5k that morning to see if they wanted to stay for the details and assist until 2 pm.
Sent OPS plans to Blue Cheetah for the 250th 5K.
Sent an email to all troops in reference to the annual baseball game.
Detailed CSS Rodney to the June 23rd event at Harford Family House.
Annual Miracle League Baseball Game – Officer Baust and Zamora have agreed to represent Aberdeen.

Training

Provided certification receipts/financial to Major Swain for Ofc. Edwards (Basic Inst)
Ofc. Johnson and Ofc. Potts swapped dates for the FTO Schedule.
Submitted request for Det. Garrett and me to attend the Advanced CVSA and become recertified.
Forwarded training opportunities to patrol.
Enrolled Culshaw, Zamora and Cross in training per Sgt. Alexander (free training) for Street Narcotics.

Personnel

Assisted with lateral applicants and proctored the test.
Assisted with lateral application and worked with MPCTC to see if there was a way to accept their credentials without redoing a complete academy. Provided Captain Reiber with the information.
Worked with Bob Wagner at MPCTC to work on details of potential lateral employees and their training hours.
Provided Ofc. Johnson with a leash.

Miscellaneous

Approved, entered, scanned all vehicle invoices.
Requested more dog leashes because we are extremely low.
Distributed and inventoried (tagged and logged) the crash equipment for the Traffic Unit.
Conducted inspections with Command Staff and documented any deficiencies.
Met with Mrs. Echols in reference to training and documentation.
Assisted patrol with a DUI arrest.
Evaluated traffic stops and who is deserving of an unmarked vehicle.
Informed Mrs. Liberto that we need to order more challenge coins.
Requested line 18 be removed from the vehicle inspection forms. It does not apply.
Presented all items found during inspection to command staff via email. I am following up on outstanding items.

Community Safety Specialist Rodney Thomas #554

06/01 Monday:

- Arrived at Festival Park to conduct a foot patrol of the area.
- Arrived at W. Bel Air Ave for foot patrol.
- Arrived at the Aberdeen Marketplace and Beards Hill shopping centers for foot patrol.
- Arrived at the Train Station, which was secure and in good condition, conducted a walkthrough of the Train Station.
- Patrolled the Train Station and parking areas.
- Cleared and secured the Train Station after the cleaning crew had departed.
- Patrolled the Train Station and parking areas until the end of my shift.

06/02Tuesday:

- Arrived at Festival Park to conduct a foot patrol of the area.
- Arrived at Beards Hill Shopping Center for foot patrol.
- Arrived at the Train Station, which was secure and in good condition, conducted a walkthrough of the Train Station.
- Patrolled the Train Station and parking areas.
- Cleared and secured the Train Station after the cleaning crew had departed.
- Patrolled the Train Station and parking areas until the end of my shift.

06/03 Wednesday:

- Arrived at Festival Park to conduct a foot patrol of the area.
- Arrived at W. Bel Air Ave for foot patrol.
- Arrived at Aberdeen Market Place shopping center for foot patrol.
- Arrived at the Train Station, which was secure and in good condition, conducted a walkthrough of the Train Station.
- Patrolled the Train Station and parking areas.
- Arrived at the Police Station to pick up vehicle to wash for inspection this Friday until the end of my shift.

06/04 Thursday:

- Arrived at the Police Station to retrieve vehicle to thoroughly clean the vehicle until the end of my shift.

06/05 Friday:

- Arrived at the Police Station to retrieve vehicle for inspection today.
- Arrived at Ripken Stadium parking lot for inspection.
- Arrived at the Train Station, which was in good condition, conducted a walkthrough of the Train Station.
- Automatic doors locked, cleared, and secured the Train Station.
- Patrolled the Train Station and parking areas.
- Cleared and secured the Train Station after the cleaning crew had departed.
- Patrolled the Train Station and parking areas.
- Arrived at the Police Station until the end of my shift.

F. 24 Hour Reports

Date of Incident: 06/01/2026

Incident Type: Child Neglect

Incident Report Number: 202600124710

Location of Incident: [redacted]

Reporting Officer: Zwick

Synopsis of Events:
On June 1st, 2026, at approximately 1548 hours, Officer First Class Zwick was dispatched to [redacted] for an approximate one year old walking around without a parent. Upon arrival the child was being watched by residents who were concerned about the child's safety. Officer First Class Zwick and this Sergeant responded to the child's possible residence, [redacted] We were able to contact the Child's Father, [redacted]. He was advised that his son had been found outside walking around the complex by neighbors who called the Police.
The Father advised that he and the child were sleeping. He had no idea the child had left with the family dog. The Child appeared to healthy; the father was advised that CPS will be notified.

Date of Incident: 6/2/2026

Incident Type: Stolen MV

Incident Report Number: 202600125677

Location of Incident: [redacted]

Reporting Officer: Off. Potts A189

Synopsis of Events:

Officers responded to [redacted] for a reported stolen vehicle. Officers met with [redacted] who explained he had responded to the area to assist his girlfriend, who had stopped due to a group of juveniles in the roadway. The group became hostile towards her, prompting her to call [redacted]. [redacted] drove his [redacted] to the area to confront the juveniles. He exited his vehicle to confront them thinking the door would lock behind him while the car was running. Once he stepped away from the vehicle one of the juveniles wearing [redacted] jumped in his vehicle and drove away. [redacted] was holding onto his door and fell. He was transported to the hospital for his injuries.

Later in the evening the vehicle was located parked and unattended in the area of [redacted]. The vehicle was brought back to APD for processing.