City of Aberdeen
Weekly Report
April 20 – 26, 2025

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

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	$	51,666
2. Capital Projects Fund		0
3. Water & Sewer Funds		180,643
4. Stadium Fund		0
Total	$	232,309

Disbursements for the week were:

1. General Fund	$	517,814
2. Capital Projects Fund		0
3. Water & Sewer Funds		338,250
4. Stadium Fund		7,557
Total	$	863,621

Significant Receipts:

1. N/A

Significant Disbursements:

1. Payroll	$512,929
2. Sewer Rehabilitation	$120,314

b. DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

No report this week.:

c. DEPARTMENT OF PUBLIC WORKS

The following activities and actions took place this week:

CITY ENGINEERING & ADMIN

SUBDIVISION & LAND DEVELOPMENT

- 21-03 Gilbert Meadows – Ongoing. Pavement repair proposal submitted by Geotech for review. Video inspection of remaining storm drainpipe in Phase E still needed. House construction continues in all Phases. ESC weekly inspections, 7 use and occupancy inspections conducted. ESC corrections needed.
- 22-01 Fieldside Grande – Ongoing. Building construction continues. Grading and SWM permit renewal processed. New expiration date is spring 2028. ESC weekly inspections conducted. Corrections needed.
- 22-03 Technology Drive – PWA Draft and Cost Estimate for Lot 5 has been finalized. Owner will execute PWA and deliver wet signature original to City Hall next week. Insertion valve installation scheduled 5/12/2025.
- 22-05 Aberdeen Overlook – Ongoing. Community Center and individual house construction continues in all phases. ESC weekly inspections, 1 water vault inspections, 2 use and occupancy inspections conducted. ESC corrections needed.
- 22-07 Rutters – Store is open for business. Site is in compliance. Design engineer conducting surveys and waiting for vegetation to grow before submitting As-Built Plans.
- 22-08 Popeye's – Ongoing. Building construction continues. ESC weekly inspections conducted. Site is in compliance. Curb gutter and asphalt installed. SW areas completed.
- 23-02 Fields of Aberdeen – Ongoing. Building construction continues. ESC weekly inspections conducted. Site is in compliance. Storm drainpipe installation in progress.
- 23-03 George D Lisby Parking Lot Improvements – Contractor has returned to complete site work. Concrete work on the private side active. Site is in compliance.
- 24-01 Aberdeen MS –No schedule yet for public water tie-in. ESC monthly inspections conducted. Site is dormant.
- 24-01-04 500 Market Street (Cell Tower) – ESC corrections outstanding: silt fence repair and stabilization.
- 24-02 WashX – Middleton Holdings Lot 3 – SWM Plans still under review.
- 24-04 Hickory Ridge Lot 4 – SWM Plan and Report submitted 4/24 for final review. Developer is preparing Draft PWA.
- 24-05 Goddard School – Final SWM review comments provided. Road and Utility Re-Alignment Plan comments will be provide next week. Road will not be closed.
- 24-10-01 913 Old Philadelphia Road (Amazon) – Construction continues on inbound side. Site is in compliance.
- 25-02 Residences at Festival Square – Awaiting next round of submission.
- 25-03 Goddard School Temporary Stockpile – Pre-construction meeting held 2/24/2025. Work has not begun.
- 25-04 502 S Pulaski Highway – SWM, ESC, Utility Plans submitted 4/15/2025 under review.
- Aberdeen XChange – Awaiting SWM submittal for the project.

SUBDIVISION & LAND DEVELOPMENT cont'd

- Chick-Fil-A Drive Thru Expansion – Meeting held 4/24/2025 with developer's engineer to discuss submitted comments.
- Greenside Reserve – APFO Study re-submitted, awaiting adjustments to the report.
- 2106 Titan Terrace – ESC in compliance. Driveway to be finished next week.
- 435 Edmund Street – Stop Work Order placed for work without permit.

WATER

- 24-12-01 Northeast Booster Pump Station – Site is in compliance. Construction continues.
- 25-02 Roberts Way & Shirley Dr. Area Waterline – DXI completed sewer point repairs on Roberts Way.

FY2025 CURB, SIDEWALK, AND STREET RESURFACING

- Milling and paving has begun on Pinehurst Street. Completion estimated by 4/5/2025.

SWM

- MS4 SWM Facilities Inspections – FY2025 inspections are underway.

CITY COMPLIANCE

- 10 calls, 5 emails, 1 courtesy flier posted, 27 active cases, 2 closed cases, 5 letters sent.
- Daily routine and follow-up inspections.
- Vehicle #19 taken for emissions
- 16 Defense Street – Sent notification letter to property owner about a dead tree that needs to be removed from their property.
- 700 W Bel Air Avenue – Fairbrooke Senior Apartments, Unit #230 – Received complaint about a bug issue at resident's property. Issue has been resolved.
- 80 E. Bel Air Avenue, Unit #B-6 – Investigate a rat/mouse issue. Notification letter sent to property owner.
- 984 Hospitality Way, La Tolteca Restaurant – Investigate a homeless camp behind La Tolteca. Emailed photos to Sgt. Neidig ID #85.
- 125 St. Andrews Court – Met with property owner in reference to two trees; one is dead and the other has some buds and leaves. Letter will be sent to the HOA.
- 120 Osborn Road – Robert Radcliff conducted Structural Investigation at site. Report will be submitted early next week.

GIS

- Provide update to North Aberdeen Conceptual Land Use Map per Director's request
- Create Proposed Concept Map per Council President request
- Fulfill Rt-40 data request from MDOT contractor
- Update street light map.

RECORDS RETENTION

- Continue scan and file of documents from Engineer's office including Hillsdale, Happy Harrys, Windemere, Japan House, Wawa, Washington Park Apartments on the server.
- Administrative IT tasks including Surface Pro and computer updates, learning FoxIT Editor use, scanner software correction and ink cartridge management, organizing files.
- Research records retention questions regarding State schedules and old invoices.

ASSOCIATE ENGINEER

- 22-18 Swan Meadows Utilities – KCI continues work on updated plans and specifications to be delivered by May 16th. Follow call scheduled for May 1st.
- 23-07 WTP PFAS Upgrade – Site meeting held 4-16-25. GHD to award surveying to Honor Engineering. Ongoing.
- 24-02 Lead Service Line Inventory Compliance – GHD to schedule next progress meeting. Ongoing.
- 22-09 RT22 Sewer Interceptor – Surveying scope underway, once completed, project will be closed. Estimated completion late April, early May. No change
- 25-02 Roberts Way & Shirley Dr. Area Waterline –Final Paving to be completed week of 4-28-25, then project will be substantially complete. DPW to provide punch list of follow-up items to DXI by end of coming week after paving.
- 25-04 Sewer Rehabilitation – DXI repair work completed 4-24-25. Lining work completed on Andrews Rd and Bernice Terrace segments. Roberts Way segments to be completed by 4-25-25. Sewer Lateral work underway in Chestnut area with SHA permitted work completed April 23. Manhole rehab will began April 21 and take about 2 weeks. Ongoing.
- 25-05 WWTP Clarifier Rebuild – Memo to Council added to agenda for next meeting on 28th of April, recommending award to EMH. NTP will be issued, and Pre-Con will be scheduled after award is made.
- MS4 & Stream Restoration – Stream closure period currently in effect. In the meantime KCI is developing required public outreach materials and signage. Stream crossing options under City review. Ongoing.
- Cypress Alley & Howard St – Vendor authorized to begin production of grease interceptor. Site meeting with vendor and DPW staff requested. Ongoing.
- 22-05 I-95 Water Tower – meeting with County held 3-24-25, ESC permits to be released, projects plans at Harford Soil for review. No change.
- 22-10 Eagles Rest & Carsins Run Lift Stations – new APFO information under review regarding loading on stations. No change.

DPW ADMINISTRATIVE

- Processed 5 invoices totaling $24,357.93
- Entered 1 requisitions totaling $7,300.00
- Submitted (2) publication notices to AEGIS newspaper. Contacted Centric for toner management of plotter and began maintaining a critical stockpile for future use. Supply closet inventory, order placed, organized. Early discussions of upcoming SharePoint project work. Sent out citywide text re: Community Mtg.

MAINTENANCE DIVISION

BUILDINGS & GROUNDS

- Responded to 11 requests for service.
- Provided chipper service for 12 residents.
- Working on Swim Club punch list. Main pool is repaired and filled.

STREETS & STORM WATER

- Performed roadside cleaning to 5,226 Lf. of roadside trash.
- Replaced 3 previous stone patches from excavations with 9.5 tons of hot mix asphalt.
- Filled/repaired 12 potholes.
- Performed maintenance on storm water pond and check dams at DPW maintenance facility.

WATER & SEWER

- Responded to 2 service calls.
- Performed 73 water service “Shut-Offs” due to nonpayment.
- 8 residential water meters were installed.
- Repaired/replaced water services at 605 and 606 Walker St.
- Performed annual flushing to 38 fire hydrants in region 4.
- Provided traffic control for sewer lining company on West Bel Air Ave.
- Cleaned 204 Lf. of sewer main and CCTV Inspected 204 Lf.
- Repaired/replaced 10’ section of 8” sewer main on Hillcrest Dr. near Woodcrest Dr.

FLEET

- Scheduled Repairs: 8
- Emergency Repairs: 6
- Services: 2
- Unit 104 – Trash Truck – Out of service – Repairs in progress.
- Unit 21 – DPW Dump Truck – Out of service – No Run - Sent to Freightliner.
- Unit 27 – Sweeper – Out of service – Sent out – waiting on wiring harness.
- Unit 52 – Leaf machine – Out of service – Rear engine doesn’t start/run.
- Unit 118 – APG WWTP Ps Pickup – Out of Service – Emissions issue.
- Unit 129 – DPW Dump Truck – CEL on –Out of service - Computer issues in Diagnosing.

MANPOWER

- 2 openings in Maintenance.

WATER / WASTEWATER PLANT OPERATIONS

WASTE WATER TREATMENT PLANT

- COA WWTP treated 12.9 million gallons. April 17th to April 23rd.
- APG WWTP treated 4.5 million gallons. April 17th to April 23rd.
- Changed oil in all reactor mixers.
- Replaced leaking valve in methanol shed.
- ABB on site to conduct VFD training for maintenance staff.
- Working on methanol bulk tank level sensor.
- Nitrate recycle pump in 2nd stage reactor 3 guide rails out of align. Reactor will need to be drained to realign.

WATER TREATMENT PLANT

- COA WTP treated 3.7 million gallons. April 17th to April 23rd.
- APG WTP treated 6.6 million gallons. April 17th to April 23rd.
- 5 routine bacteriological samples collected.
- Well aquifer level readings. Area still in drought.
- Replaced suction line to WTP hypo pump #2.

Department

- 0 after-hour service calls.
- Four operator vacancies.
- One facility worker vacancy.
- MRWA training- coagulation, flocculation, sedimentation, and filtration class.

SUPERINTENDENTS

- APG contract hours 24.
- Reports submitted to MDE- 1st quarter 2025 COA & APGN Pre-Treatment reports. COA & APGN 2025 WTP Operator survey.

APG WATER / WASTEWATER PRIVATIZATION OFFICE

PROGRAM MANAGER

- Working through final arrangements for buyers picking up surplus units #65 & #84.
- Continued FY 2026 COS Budget preparation submission.
- Attended full day training session at the city WWTP.
- Coordinated disposal of 350' of old 8" HDPE pipe at the APGAA WWTP.

MAINTENANCE CREW

- FY25 Annual Fire Hydrant Flushing – Completed Week #2
- BLDG #347 – Possible inquire to removal pile of sand if ours. - Check pile was COA
- BLDG #6342 Plumb Point Loop - Confine Space Enty; repaired sanitation trough.
- Near Building #3400 – Completed cut & cap of abandoning service line.

MAINTENANCE CREW cont'd

- BLDG. #740K – Original leak of broken yard hydrant. Stopped leak and replaced 1" yard hydrant
- Various Locations – Cutting of R.O.W
- BLDG. #3604 & 3605 – Cut shop grass
- Various Locations – Checking and inspecting sewers and manholes on route
- Various Locations – Scouting APGN for possible/suspected leak based on saturation of area during drought. – (Areas to monitor & further investigate at later time)

Entire Maintenance Crew attended a credited training on Trenching & Shoring

d. HUMAN RESOURCES DEPARTMENT

Current Openings – 13 total

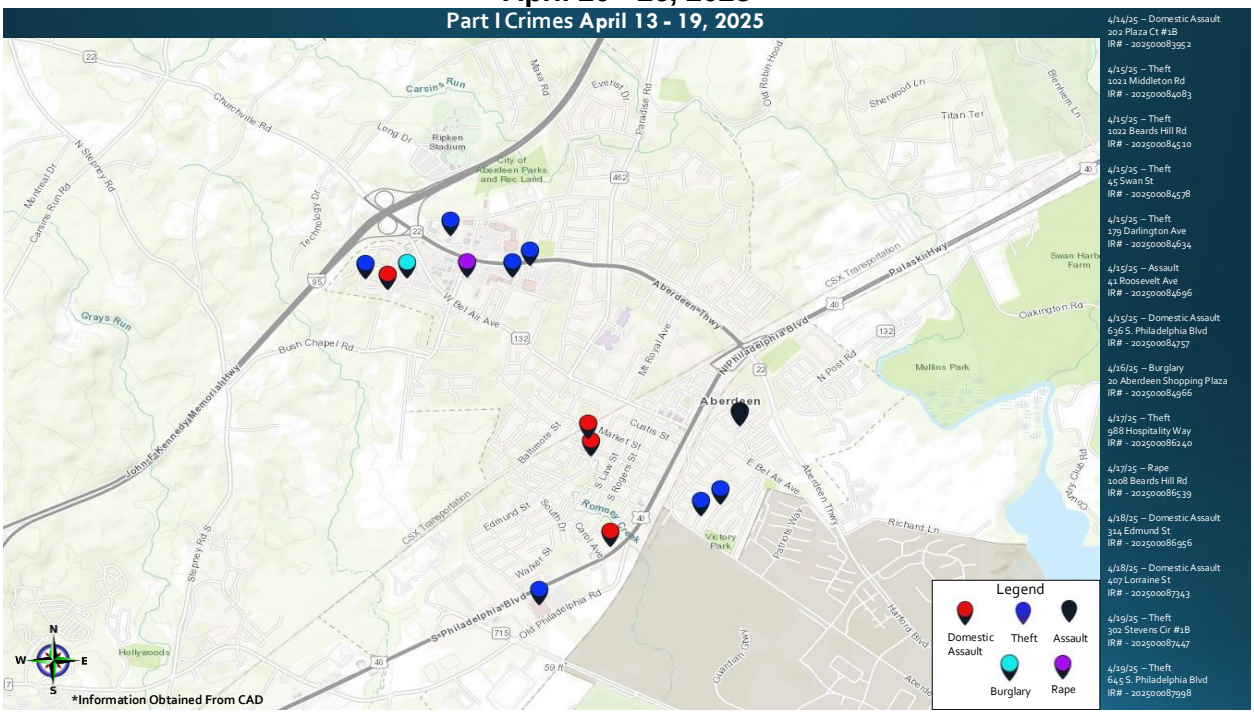
- APG Maintenance Shop – 1 Foreman, 1 Maintenance Worker
- DPW Maintenance Shop – 1 Maintenance Worker
- W/WW – 1 Facility Worker, 3 Operators
- APD Admin Technician – 2
- Crossing Guard – 3
- DPW Deputy Director/Program Manager – 1

Payroll

Period Ending 4/19/2025	# of Hours	Payroll Amts
Regular	11,083.35	$408,616.85
Overtime	679.00	$31,009.71
Vacation	456.83	$14,659.56
Sick	422.50	$11,603.41
Personal	194.00	$6,144.08
On-Call Overtime	167.00	$7,996.76
Patrol Holiday	88.00	$3,607.28
Holiday	1,141.00	$28,091.98
Comp Time	72.00	$1,860.70
Court On-Call Overtime	68.50	$3,534.53
Call-In Overtime	18.00	$678.78
Shift Differential		$1,694.63
Bereavement	8.00	
GYM Reimbursement		$1,423.00
TOTAL PAYROLL	14,398	$520,921.27

II. ABERDEEN POLICE DEPARTMENT (APD)

APD WEEKLY REPORT
April 20 - 26, 2025



APD Calls for Service

April 13 - 19, 2025
Total Call for Service/Events Works - 543
Patrol Checks – 130
Community Policing Detail – 25
Foot Patrols – 42

Eastern District Incidents

Vandalism – 2
Child Abuse – 1
DUI – 1
Sex Offense – 1
Theft – 2
Suspicious Activity – 1
Assault – 1
Fugitive - 1

Central District Incidents

Unattended Death – 1
Fugitive - 2
Assault – 2
Trespassing – 1
Theft – 1
DUI - 1

Western District Incidents

Sex Offense – 2
Assault – 1
Theft – 4
Fugitive – 1
Burglary – 1
Unattended Death – 1
Suspicious Activity – 1
Rape – 1
Vandalism – 1

Arrest April 13 - 19, 2025

202500084085	4/15/2025	DUI
202500084208	4/15/2025	CDS
202500084359	4/15/2025	Warrant
202500047461	4/16/2025	Warrant
202500084966	4/16/2025	Burglary
202500085415	4/16/2025	Warrant
202400087343	4/18/2025	Assault
202500087128	4/18/2025	Trespassing/Theft
202500066336	4/18/2025	Warrant
202500072853	4/19/2025	Theft
202500088092	4/19/2025	DUI
202500088178	4/19/2025	Warrant

APD Weekly Traffic Report
April 20 - 26, 2025

Traffic Stops
102 Stops/Contacts
78 State Citations
209 Warnings
6 Safety Eqt. Repair Orders
3 DUI

Crashes (Reportable, PI/PD)
1 (0 Property Damage, 1 Personal Injury)

SMART (Speed Monitoring Awareness Radar Trailer)
- N/A

STATTRAK
- N/A

IT

- 21 Miscellaneous user/computer issues
- Daily surveillance camera check
- Daily firewall inspection and report
- IT manager onboarding
- Budget review
- SSPR prep
- New era tech phone meeting x2
- Computer deploy x3
- Attended beehive rollover meeting

ACCREDITATION

4/13-19/2025 (prior week)

Accreditation Proofs of Compliance

Processed and filed in PowerDMS – Position Management, Missing Persons, Use of Force, In-Service Training

Assessment Files still Open

Date	Year 4 OLD	Year 1	Year 2	Year 3	Year 4 Begins May 1
	35	120	260	715	1365
Shirley's	0	10	65	220	445

The numbers change as I discover we need different documents to strengthen our files.

This Week 4/20-26/2025

Accreditation Proofs of Compliance

Processed and filed documents in PowerDMS

Assessment Files still Open

Date	Year 4 OLD	Year 1	Year 2	Year 3	Year 4 Begins May 1
	35	115	244	705	1365
Shirley's	0	10	55	205	445

Information Technology Policies – Work in Process

Removed duplicate procedures, began writing account management procedures for our Department IT Specialist to verify.

Ch 10.01 Remote Access
Ch 10.02 Computer Account management
Ch 37.02 Mobile Data Terminals

Affected CALEA Standards: 110404, 410307

Vacation – 2 days

Planned Next Week 4/27/2025-5/3/2025

Accreditation – Process as many Standards as possible that can be located in RMS.

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

Verify updated procedures

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.

PEIS Policy – Update the policy

Ch 05.13 Personnel Early Identification System

CALEA CIMRS (CALEA Information Management & Reporting System)

fill in the Policy, Procedures, & Practices Updates.

And Beyond

EEO Plan

Write the Plan for CALEA 31.2.3 The agency has an equal employment opportunity plan.

New CALEA Standard 41.3.10 In-Car and Body-Worn Audio Video Reviews

Finish writing Policy Audio & Video Reviews (additional 12 proofs of compliance due this time next year)

ADMINISTRATION

- **FLEET**
  - Nothing to report

- **COMMUNITY POLICING/RELATIONS**
  - Nothing to report

- **GRANTS**
  - Nothing to report

- **TRAINING**
  - Attended MML Police Executive Association Training Conference (04/21-04/25)

- **CALEA**
  - Nothing to report

APD 24 HOUR REPORT

Date of Incidents: 4/25/2025

Incident Type: Sexual Assault (past event)

Incident Report Number: 202500093731

Location of Incident: [redacted]

Reporting Officer: Sgt. Hoffman

Synopsis of Events:

On April 26, 2025, APD was contacted by Baltimore City Officer Amador (K912 CC#0408406) who was at Mercy Medical Center with a victim, identified as [redacted], reporting a sexual assault. Officer Amador explained to me that through an interpreter [redacted] said to him that around 0000hrs on 4/25/2025, she was with her co-worker, known to her as [redacted]. She stated that she knew she was in Aberdeen but could not say or describe the area, however, if driven to the location, she could point it out. She said she had been drinking with [redacted], went to his uncle's residence (unknown name or address) and then woke up sometime later and had been sexually assaulted. [redacted] was advised to respond to the Aberdeen Police Dept. to meet with CID Det. Sgt. Shoffstall who would take over the investigation. [redacted] would respond to the Police Dept. after being discharged and meet with Det Shoffstall.

APD 24 HOUR REPORT

Date of Incident: Thursday, April 24th, 2025 @ approx. 20:21 hours

Incident Type: Unattended Death

Incident Report Number: 202500052707

Location of Incident: [redacted]

Reporting Officer: Off. Russo A178

On Thursday, April 24th, 2025, at approximately 20:21 hours, officers and medics responded to [redacted] in reference to a cardiac arrest. Upon arrival, officers made contact with [redacted], the daughter of the victim, [redacted]. Officers observed [redacted] lying on his bed. Officers observed no signs of foul play. Medic [redacted] called a priority 20:26.

Medical examiner (ME) Victoria Bannon responded to the location to conduct an on-sight exam. Bannon observed no signs of foul play and cited the cause of death as a "medical event." Following her investigation, she provided officers with confirmation # 25-005892 and released [redacted] to his family.

APD 24 HOUR REPORT

Date of Incident: 04/24/2025

Incident Type: Unattended Death

Incident Report Number: 2025-00092223

Location of Incident: [redacted]

Reporting Officer: Ofc. Chaney #174

On April 24th, 2025, at approximately 2323 hours, officers responded to [redacted] to assist paramedics with an individual who had just gone into cardiac arrest.

Upon officers' arrival, the victim's son, [redacted], lives in the basement and heard a loud bang. [redacted] checked on [redacted] and saw that she had collapsed, he called 911. [redacted] stated that [redacted] was having trouble breathing. EMS performed life saving measures, however, [redacted] was pronounced deceased at 2353 hours.

Officers made contact with the Medical Examiners Officers and spoke with Mr. Charlie Hueber. Mr. Hueber ultimately decided his office would not be responding and provided the decline number of 25-05900. Officers contacted Tarring Cargo Funeral Home for transportation of the deceased.