



City of Aberdeen
Weekly Activity Report
September 27 – October 3, 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	\$ 4,224,161
2. Capital Projects Fund	0
3. Water & Sewer Funds	268,180
4. Stadium Fund	0
Total	<u>\$ 4,492,341</u>

Disbursements for the week were:

1. General Fund	\$ 65,240
2. Capital Projects Fund	0
3. Water & Sewer Funds	86,827
4. Stadium Fund	0
Total	<u>\$ 152,067</u>

Significant Receipts:

1. Income Tax	\$102,064
2. State Aid for Police Protection	\$110,404
3. Tax Differential (Police)	\$414,198
4. Property Taxes	\$3,595,000

Significant Disbursements:

1. N/A

B. Department of Planning and Community Development (DPCD)

The following activities and actions took place this week:

1. Conducted interviews with candidates for the Permit Coordinator position.
2. Attended a meeting with Congressman Harris' staff and Katie Hazlett to discuss his visit with the City of Aberdeen at Swan Meadows.
3. Attended a meeting with Chris Moyer from the Harford County Office of Economic Development to discuss the Route 40 corridor and redevelopment opportunities/incentives.
4. Reviewed final forest conservation plan and forest stand delineation for the Aberdeen Activity Center. No additional revisions were needed.
5. Attended meeting with Mayor McGrady and Josh Quesenbery to discuss future growth areas with the Harford County Executive and his administration (Director of Public Works, Chief of Staff, and Planning and Zoning).
6. Attended meeting with the Hello Harford FY27 Tourism Grant and the process to submit reimbursements.
7. Attended meeting with Josh Quesenbery and Nick Ground, contract purchaser/developer of Normandy Woods located off Schofield Road. Information was sent on the City's Development Code and Growth Management requirements.
8. Attended meeting with Josh Quesenbery and Kimberly Babcock to discuss sewer issues on Hiobs Lane and potentially annexing her property.
9. Attended site visit with Congressman Andy Harris, Mayor and City Councilmembers, City staff, residents, and Katie Hazlett to thank him for his commitment to helping the Swan Meadows community.
10. Submitted quarterly report for the MD Department of Housing and Community Development Façade Improvement Program grant award.
11. Sent violation notice to mobile food truck parked at the Exxon Gas Station.

Permits Processed – Residential

Address	Type	Value of Construction
602 Northgate Road	Solar Panels	\$15,000.00

Total:1

\$15,000.00

Permits Processed – Commercial

<u>Address</u>	<u>Type</u>	<u>Value of Construction</u>
801 Long Drive	Tenant Occupancy Permit	\$0

Total: 1

\$0

Permits Issued this Week:

Address	Type	Value of Construction
602 Northgate Road	Solar Panels	\$15,000.00
38 N Parke Street	Tenant Occupancy	\$18,000.00
3606 Dexter Court	Deck	\$11,000.00
852 Forgans Drive	Solar Panels	\$13,680.00
870 Forgans Drive	Solar Panels	\$14,535.00
664 Falcon Lane	Deck Amendment	\$80,000.00
3610 Dexter Court	Porch Amendment	\$8,700.00

811 Forgans Drive	New Construction	\$293,000.00
759 Custis Street	Sump Pump	\$8,962.00
924 Walker Street	Solar Panels	\$19,665.00
827 Declan Road	Amendment	\$184,000.00
822 Forgans Drive	Amendment	\$269,000.00

Total: 12

\$935,542.00

Amended Permits:

827 Declan Road – Change House Type; 822 Forgans Drive – Change House Type

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

1102 S Philadelphia Blvd. – Tiltwall Shell Warehouse; 629 S Philadelphia Blvd. – ALLROADS Addition; 12 Newton Road – New Building; 783 W Bel Air Avenue – Alteration; 48 Aberdeen Avenue – Screen Room Addition; 630 3rd Street – Carport, 36 Lewis Drive– Front porch; 110 S Philadelphia Blvd. – Renovation; 949 Beards Hill Road – Alteration; 949 Beards Hill Road – Roof Alteration; 37 W. Bel Air – Tenant Fit-Out; 31 Lincoln Avenue – Solar Panels; 25 Lincoln Avenue – Solar Panels; 24 Pritchard Avenue – Solar Panels; 35 Lincoln Avenue – Solar Panels; 315 Mt Royal Avenue – Addition; 621 S. Philadelphia Road – Interior Alterations; 100 Rock Glenn Blvd. – Interior Alterations; 748 Everist Drive – Solar Panels; 811 Leni Way – Solar Panels; 521 Walker Street – Renovation; 121 S. Philadelphia Blvd. – Tenant Fit-Out; 89 Norman – Amendment; 719 S Philadelphia Blvd. – Amendment; 210 Research Blvd. – Interior alteration

The Preserve at Gilbert Meadows:

176 Total Lots

Total # of Permits Applied for – 176.

Total # of permits released: 176 (83 SFD/93 TH)

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

Total # of Type II Certificates of Occupancy released – 150.

Aberdeen Overlook

344 Total Lots

Total # of Permits Applied for – 291.

Total # of permits released: 268 (92 SFD/176 TH)

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

Total # of Type II Certificates of Occupancy released – 247.

C. Department of Public Works (DPW)

1. City Engineering & Administration

City Engineer

Out of Office

Program Manager

22-05 I-95 Water Tower

- Tank is in service and fully operational. Site meetings scheduled at HEAT BPS for electrical upgrades. Contractor has completed punch list and submitted as-builts to City for certification and then closeout with the County. Ongoing.

22-18 Swan Meadows Utilities

- Bid opening held on 9/17/26. Review and recommendation received from KCI 10/2/26. Memo for Council recommending award to DXI as lowest qualified bidder has been added to the agenda for the 10/12/26 meeting. Project management and inspection scope has been finalized. Field office location to be secured. Ongoing.

23-07 WTP PFAS Upgrade

- Instrumentation specifications under development with vendor, designer, and City staff. Abandonment of well house 13 to be confirmed by City staff for demo and placement of SWM facilities. Tour of similar filtration plants to be coordinated in coming weeks. 90% plans are expected by October. MDE permitting ongoing. No change.

24-02 Lead Service Line Inventory Compliance

- Maintenance staff test pitting locations on GHD field validation list. 68 out of 177 completed. No change.

26-03 Sewer Rehabilitation

- Final Execution of Year Two contract received from leadership and provided to contractor with notice to proceed. Awaiting timeline for FY27 scope from contractor. Ongoing.

26-04 South Drive Sewer Interceptor

- New sewer mains and manholes on Poplar Alley are active and tied in to existing 8" on Carol and 18" on James. Poplar and James have been repaved. New 12" main and manholes installed on Carol and Walker, but not active yet. Excavation is ongoing.

26-05 WWTP Primary Clarifier #2

- Submittals received and approved. Equipment on order with Amwell. Manufacturer estimates delivery March 2027.

26-06 WWTP Final Clarifier Resurfacing

- Staging of equipment and prep work to begin week of 10/6/26. Completion is expected by mid-November.

27-02 Aberdeen Hills Waterline Phase 2

- Contractor to begin preliminary surveys and field work on 10/6/26. Notices sent to affected residents.

Additional Water Source Exploration

- GTA is reviewing City-shared GIS data and historical files from server. GTA has also filed information requests with state, county, and federal agencies. Desktop exercises and review phase to be complete mid-October.

Code Enforcement

Gilbert Meadows

- ESC inspection. In compliance. Home and townhome building continue in phase E. Sediment controls weekly inspections. Builder pre-start inspections for lot 0. Water vault inspections for lot 0. Use and Occupancy inspections for lot 0.

Aberdeen Overlook

- ESC inspection. In compliance. Home and townhome construction continues in phases 2, 4, & 5. The community center construction is completed. Pre-start inspection for lot 66. U&O Inspection for lots 22 and 52. WM inspections for lot 0. Concrete repair walkthrough was completed in phases 1, 2, and 4. Sediment controls weekly inspections. Builder pre-start inspections. Water vault inspections. U&O inspections.

Fields of Aberdeen

- ESC inspection. In compliance. Completed report. All lots are completed. Site activity has become dormant.

WashX

- ESC inspection. In compliance. Building construction complete. Temporary type 1 U&O inspection and report is complete.

Chick-Fil-A

- ESC inspection. In compliance. SWM installation continues on site.

MISC

- Northgate Business Park – Paving began.

FY2027 Curb, Sidewalk, and Street resurfacing 27-01:

- Dorsey St – Goettner Construction completed.
- Sidewalk connectivity on Beards Hill Rd is complete.

City Compliance

- 9 facilities from FY24 failing due to HOA accountability (Windemere) pending legal action.
- 1 facility failing from FY25 (Windy Hill Business Park) pending contractor correction. Work continues.
- SWM Triennial Inspections for FY27 have begun.

Code Enforcement

Code Enforcement	Active	Letters Sent	Follow Up	Closed
Calls	15	-	-	-
Emails	20	-	-	-
Cases	41	5	14	5
Tall Grass Cases	8	0	0	11
Sewer Cap Cases	28	0	0	0
Smoke Test Cases	2	0	0	0
Sink Hole Cases	0	0	0	0
Violations Posted	9	0	0	0
Citations Written	0	0	0	0

- **114 Philadelphia Blvd** – The house has been demolished. Cleanup of the lot is ongoing.
- **217 Carol Ave** - Reinspect property on 2026-09-30. Homeowner is getting another dumpster. In progress.
- **700 Maxa Rd** - Code Compliance sent out a final notice letter for tying into city sewer, one certified, one regular. Waiting for 3 estimates or a signed contract. Property owner has till 2026-08-31 to send in a signed contract or 3 estimates. An email was sent to Mrs. Williams asking for a progress update on 2026-09-03. In progress. 700 Maxa to contact the city by 2026-09-18 with another update. No update provided.

GIS Specialist

Planning & GIS Coordination

- Digitized city planning areas into updated ArcGIS feature layers and packaged/shared the consolidated shapefiles with Harford County GIS for regional alignment.

Fleet Asset & Finance Reconciliation

- Reviewed, cleaned, and consolidated the two vehicle purchase price spreadsheets provided by Denise into a unified fleet valuation dataset to streamline municipal asset tracking.

DPW Administrative Assistant

Facebook/Instagram

- Posted BGE Meeting at City Hall on 10/21.
- Posted first of series “Way Back Whensdays” of historic photos with the Post Office construction.
- Replied to comment about how mail was delivered prior to Post Office in 1937.
- Posted Keep Aberdeen Beautiful Flyer.
- Posted Trunk or Treat Flyer

Facebook Data (September 4 – October 1)		
Performance Measure	Qty.	Increase or Decrease
Content Views	128.7k	+174.3%
New Followers	77	+108.1%
Page Visits	3.9k	+93.7%
Interactions	1.4k	+746.9%

Canva

- Designed Keep Aberdeen Beautiful flyer.

Website

- Updated Aberdeen Hills Waterline Project.

Finance

- Processed 7 invoices for payments totaling \$287,820.68
- Submitted 1 requisition totaling \$2,014,875.00

Utility Permits

- Issued permit 26-57 to Comcast for 608 Courtney Dr
- Issued permit 26-58 to Comcast for 923 Eleanor Dr
- Issued permit 26-59 to Comcast for 958 Edmund St
- Issued permit 26-60 to BGE for 701 Everist Dr

Misc.

- Updated 2027 City Hall Out of Office calendar with holidays.
- Ordered new cell phone for P. Hess.
- Contacted Harford Co. Parks n Rec for playground equipment checklist
- Wrote draft for Code Enforcement Records Retention Policy and met with Brian and Danny to review changes to be incorporated
- Printed/distributed more DPW hiring flyers in lobby
- Printed/Stuffed/Sealed/Mailed 95 letters to residents of Aberdeen Hills re: project work
- Updated/distributed latest City Hall Phone Directory list
- Entered new resident info. into RAVE system to receive emergency alerts
- Ordered new business cards for P. Hess
- Sent email to DPW director re: Virginia Tech student interview for their thesis paper
- Sent email to Costa re: voicemail from homeowner on Walker St and DXI construction work
- Updated/distributed latest City Cell Phone List

2. Maintenance Division

Buildings & Grounds

- Installed picnic tables at Rock Glen Park

Performance Measure	Qty.
Service Requests	15
Chipper Service	12
Sign Installation	2
Trees Trimmed	0

Streets & Stormwater

- Storm Water pipe repaired on Aberdeen Ave.
- Replaced 2 temp roadway patches with 12 tons of asphalt.

Performance Measure	Qty.
Inlets Checked	2,403
Inlets Cleared	86
Inlet Debris	695 lbs.
Roadside Vegetation (Cut)	0 LF
Roadside Trash	9,474 LF
Repaired Potholes	0
Storm Water Ponds (Cut)	13

Water & Sewer

- Began water main installation on Coralee Ct.
- Replaced sewer lateral on Center Deen.

Performance Measure	Qty.
Service Request	2
Res. Water Meters Installed	0
Water Leak Repairs	0
Lift Station Cleaning	0
Sewer Mains Cleaned	3,957 ft.
Sewer Mains Inspected	3,882 ft.

Fleet

Performance Measure	Qty.
Service Requests	7 (APD) 1 (City)
Scheduled Repairs	8
Emergency Repairs	9
OOS	134

Department

- 6 openings in Maintenance.

3. Water/Wastewater Plant Operations

Waste Water Treatment Plant

- Compost operator on base with loader to assist APG DPW.
- Worked with DPW Shop to set new post for Giles SPS land disconnect.
- Painting WWTP operations room.
- Removed stuck air lift in denite filter #2.

Performance Measure	Qty.	Dates
COA WWTP - Treated	16.4 MG	9/23 – 9/29
APG WWTP - Treated	3.4 MG	9/23 – 9/29

Water Treatment Plant

- Repaired broken union on well #12 discharge line.
- Restart Rail Bird Booster Pump Station.

Performance Measure	Qty.	Dates
COA WTP - Treated	6.0 MG	9/23 – 9/29
APG WTP - Treated	5.7 MG	9/23 – 9/29
Bacterial Samples	0	9/23 – 9/29

Department

- 3 operator vacancies, 1 operator starting 10/7/26, conducted 3 interviews this week.
- 1 facility worker vacancy – HR posted job opening
- 1 plant mechanic vacancy – conducted 2 interviews this week.
- 1 after hours service calls.

Superintendents

- APG Contract 20 hours
- Submitted COA & APG WTP lead and copper monitoring reports and result notification certifications to MDE.
- Submitted COA & APG WWTP August discharge monitoring reports to MDE/EPA.

D. Human Resources Department

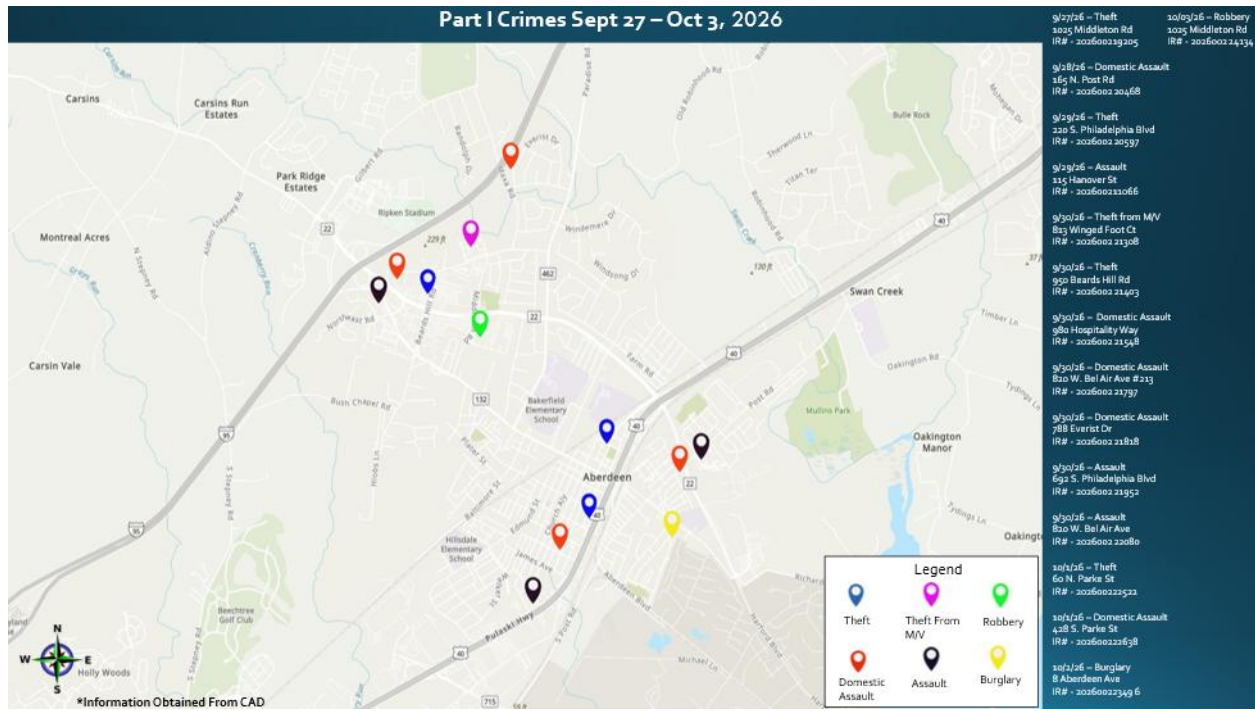
Current Posted Openings – 19 total

- APG Maintenance Shop – 1 -Foreman, 1 Maintenance Worker
- DPW Maintenance Shop – 5 - Maintenance Workers
- W/WW – 4 Operators, 1 Mechanic, 1 Facility Worker
- APD Non-Sworn –1 Admin Tech, 1 On call Crossing Guard
- APD Sworn – 3 Officers
- Planning – 1 Permit Coordinator

Permit Coordinator will be filled internally

II. Aberdeen Police Department (APD)

A. APD Calls for Service



APD Calls for Service

Sept 27 – Oct 3, 2026

Total Call for Service/Events Works - 529

Patrol Checks – 76

Community Policing Detail – 16

Foot Patrols – 59

Eastern District Incidents

- Unattended Death – 2
- Assault – 2
- Missing Person – 2
- Trespassing – 1
- Burglary - 1

Central District Incidents

- Fugitive – 3
- Missing Person – 1
- Theft – 2
- Unattended Death - 2
- Assault – 2
- Vandalism – 1
- Narcotics - 1

Western District Incidents

- Theft – 3
- Fugitive – 1
- Missing Person - 1
- Sex Offense – 1

- Narcotics - 3
- Assault – 4
- Vandalism – 1
- Robbery – 1

Arrest August Sept 20 - 26, 2026

Adult Arrest

9/19/26	202600205050	Warrant
9/20/26	202600213722	DUI
9/21/26	202600115632	DUI
9/22/26	202600215337	Open Container
9/22/26	202600202786	Assault
9/22/26	202600206392	Theft
9/22/26	202600215611	CDS
9/24/26	202600203083	Assault
9/25/26	202600217486	Domestic Assault
9/25/26	202600217575	Domestic Assault
9/25/26	202600218012	Trespassing
9/25/26	202600217701	Traffic
9/26/26	202600218325	Assault
9/26/26	202600218414	Warrant

Juvenile Arrest

9/22/26	202600215288	Domestic Assault
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B. Weekly Traffic Report

Sept 27 – Oct 3, 2026

Traffic Stops

7 Stops/Contacts

36 State Citations

71 Warnings

13 Safety Equipment Repair Orders

0 DUI

Crashes (Reportable, PI/PD)

1 (1 Property Damage, 0 Personal Injury)

SMART (Speed Monitoring Awareness Radar Trailer)

- N/A

STATTRAK

- N/A

C. IT

- 15 Miscellaneous user/computer issues
- Daily surveillance camera check
- Daily firewall inspection and report
- Weekly PMI backup checks
- Peters AD removal
- Taser assign x1
- Axon inventory update

D. Accreditations

Proofs of Compliance –

At a Chief's meeting, we changed assignments, which increased numbers (16 more proofs of compliance), but proofs are already coming in.

Examined Goals Committee – determined follow-up reports are missing.

Counted “missing” proofs and “not compliant” proofs in total numbers this week. Assessors will expect well-written, detailed plans to bring all non-compliant standards up to full compliance.

10/2/2026	Y1	Y2	Y3	Y4	Total
Accred	0	0	4	5	9
Admin	0	0	0	3	3
Chief	0	2	7	13	22
CID	0	0	1	3	4
Patrol	0	0	3	12	15

Mock Assessment – Received recommendations from two mock assessors.

1 Sick Day

E. Administration

Administrative Corporal

Fleet

Side by side is at Image360 getting decals.

Unit 256 – I took this to DPW. Sgt. Hoffman stated that the rear, passenger's window would not go up, and it shattered inside the door. This unit will have the window replaced on September 30th.

Unit 212 – going to Al Packer for an estimate on water pump. Provided VIN and pickup arrangements to Al Packer.

Unit 251 – Side by side received decals to match new version. This unit was picked up by me and returned to DPW for storage inside.

Received monthly vehicle inspections from some shifts and saved accordingly.

Unit 256 – Glass replaced; however, it needs an actuator.

Grants

GVRG – Audit Letter received – 10/16/26 1 pm. Mr. Jack was notified. Lt. Persuhn and Captain Reiber were both notified.

Grant Meeting – held on September 30th for all training coordinators. I attended this as well. Performance Measures and timelines for reports have been changed by GOCCP.

Prepared Q & A documentation for the GVRG audit after meeting with Lt. Persuhn.

Community Policing / Relations

Tyler from Target will be donating candy for our Trunk or Treat event.

Personnel

The annual PT test has begun, and officers have come forward to complete.

I requested online Skills Manager training (a 4-hour block) to assist in generating reports and required MPCTC downloads.

Attended MPCTC full day awards and training session on 10/1/2026.

Trained the recruit on payroll and entering leave.

Reminder for LEAD Training to be conducted for nightshift and dayshift patrols in the roll call room on Wednesday, September 30th.

Ran the Oral Boards for Wednesday, September 30th for the lateral applicant.

Attended MPCTC conference for trainers on October 1st and the 2 breakout sessions in Sykesville.

LEAD Training updates – coordinated and sat in on the night shift and dayshift roll call trainings in reference to some of the changes for the LEAD Program.

Nominated an Officer of the Month.

Approved CSS timesheet

Miscellaneous

PIO postings.

Signed PowerDMS

Entered trainings into Skills Manager

Retrieved subpoenas

Sent out patches.

Worked on PoliceOne training assignments.

Entered invoices

Returned invoice and email to Mr. Patel of the Aberdeen Car Wash. Contract was cancelled and we should have no invoices.

MPCTC Audit – submitted response. Copied Captain.

Community Safety Specialist Rodney Thomas #554

09/28 Monday:

- Arrived at DPW to leave vehicle for preventive maintenance.
- Arrived at Festival Park for a 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.
- Arrived for foot patrol on W. Bel Air Ave. Patronized the local businesses which yielded no issues.
- Arrived for foot patrol on S. Philadelphia Blvd. Patronize the local businesses which yielded no issues.
- Arrived at DPW to leave vehicle for preventive maintenance.
- Arrived at the Police Station until the end of my shift.

09/29 Tuesday:

- Arrived at Festival Park for a foot patrol.
- Arrived at Police Station to meet with Phylis Grover.
- 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.
- Arrived for foot patrol on W. Bel Air Ave. Patronized the local businesses which yielded no issues.
- Arrived for foot patrol on S. Philadelphia Blvd. Patronize the local businesses which yielded no issues.

09/30 Wednesday:

- 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.
- Arrived at Festival Park for foot patrol.
- Arrived for foot patrol on W. Bel Air Ave to patronize the local businesses which yielded no issues.
- Arrived 2 S. Philadelphia Blvd for foot patrol Patronized the local businesses which yielded no issues.
- Arrived at W. Bel Air to continue my foot patrol.
- Arrived at Festival Park to conduct a foot patrol of the area until the end of my shift.

10/01 Thursday:

- 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.
- Arrived at Festival Park for foot patrol.
- Arrived W. Bel Air Ave for foot patrol. Businesses and surrounding areas, no issues.
- Arrived 2 S. Philadelphia Blvd for foot patrol. Businesses and surrounding areas, no issues until the end of my shift.

10/02 Friday:

- Arrived at DPW to replace old license plates on vehicle 206.
- Arrived at the Wastewater Treatment Plant to ensure vehicle(s) are available when needed by officers.
- Arrived at the Police Station for office duties.
- Arrived at Festival Park to conduct a foot patrol of the area.
- Arrived at W. Bel Air Ave and Baker St for crossing guard detail.
- Arrived at the Police Station until the end of my shift.

F. 24 Hour Reports

Date of Incident: 9/30/2026

Incident Type: Theft

Incident Report Number: 2026-00221403

Location of Incident: [REDACTED]

Reporting Officer: Officer Edwards 193

Synopsis of Events:

On Wednesday, September 30, 2026, [REDACTED] came into the lobby to report a theft that occurred at [REDACTED] the day before around 1700 hours. [REDACTED] stated that she accidentally left her purse in the shopping cart and walked out of the store. [REDACTED] quickly realized and went back into the store to find her purse missing. Employees would later return her purse to her however the purse was missing her drivers license and 4 checks totaling [REDACTED].

Investigation is ongoing

Date of Incident: 09/30/26

Incident Type: Theft from Auto\MDOP

Incident Report Number: 202600221308

Location of Incident: [REDACTED]

Reporting Officer: Officer Edwards

Synopsis of Events:

On September 30th, 2026, at approximately 0619 hours, Officer Edwards was dispatched to [REDACTED] for a report of theft from auto. Upon arrival Officer Edwards met with the victim [REDACTED]. The Victim advised her vehicle's driver's side window had been broken and her vehicle's airbag stolen. The Victim's vehicle is a [REDACTED]. While on scene Officer Edwards discovered a second vehicle also had its driver side door window glass broken out. Officer Edwards further inspection of the vehicle led to the discovery that its airbag also was taken. The Vehicle's owner [REDACTED] was contact and advised of the theft [REDACTED] Vehicle is a [REDACTED].

Investigation is ongoing