

A G E N D A
POCOMOKE CITY MAYOR AND COUNCIL MEETING
6:30 p.m., Monday, May 22, 2017
City Hall

1. Call to Order and Pledge of Allegiance.
2. Review and approval of minutes from meeting of May 1, 2017.
3. Second Reading of Ord. 430 to set the tax rates for 2017-2018.
4. Council discuss budget and fee schedule for FY 2017/2018.

Correspondence:

Mr. Duane Durham closing of Winter Quarters Golf Course.

Mr. Jim Covington and others concerns, marketing ideas and preservation plans for Winter Quarters Golf Course.

Costen House

MDE NPDES Industrial Storm water

MDE NPDES Municipal Major Surface Water

Council Comments

Comments from the Audience

Adjourn

AGENDAS ARE SUBJECT TO CHANGE UNTIL THE TIME OF CONVENING.

The regular meeting of the Pocomoke City Mayor and Council was held in the Council Chambers at City Hall on Monday, May 1, 2017. The meeting was called to order at 6:30 P.M.

Present: Mayor Bruce Morrison
Council Members: Diane Downing, Brian Hirshman,
Esther Troast, Dale Trotter, George Tasker
City Manager/City Attorney: Ernie Crofoot
City Clerk: Carol L. Sullivan

Review Minutes:

In a motion (Trotter, Tasker passed) to approve the minutes of the April 10, 2017 meeting with a correction. Councilwoman Troast stated that she said “nay” to Resolution No. 506.

In a motion (Hirshman, Trotter passed) to approve the closed meeting minutes of April 10, 2017.

Review and approval of bills:

City Manager Crofoot stated that we have an invoice from CES in the amount of \$26,754.09. This is from the Clarke Ave. pump failure. City Manager Crofoot stated that if the Clarke Ave pump station was not updated this year, there was a pump in this year’s budget, so maybe we would not have an invoice like this one again.

In a motion (Tasker, Hirshman passed) to pay the invoice from CES in the amount of \$26,754.09.

First Reading of Ord. # 430 to set the tax rates for 2017-2018:

Mayor read for the record Ord. #430.

ORDINANCE 430

AN ORDINANCE OF THE MAYOR AND COUNCIL OF
POCOMOKE CITY, MARYLAND SETTING THE TAX RATES
FOR FISCAL YEAR 2017-2018

Pocomoke City Volunteer Fire Company to discuss property at Dun Swamp Road:

Mr. Jerry Barbierrri and Mr. Jimmy Landon from Pocomoke City Volunteer Fire Company Board of Directors. Mr. Barbierrri stated that the Fire Company exchanged the building on the property at Fifth Street for the property on Dun Swamp Road, the old VFW property, with the City. The Fire Company, would like to build a storage building on Dun Swamp property. The location where they would like for the building to be, the land needs to be extended another thirty-three (33) feet. The Fire Company would like to request an exchange of thirty-three (33) feet from the north side of the swale for thirty-three (33) feet on the south side of the swale.

In a motion (Troast, Trotter passed) to approve the request from the Volunteer Fire Company.

City Attorney Crofoot stated that this problem could have been avoided if the survey was completed before they decided where they wanted the building. The property will have to be re-

subdivided. He stated that nobody has said who would pay the cost of having the property deeded again. Also, he stated that the easiest thing to do was to ask for a set-back. He stated that there was a meets and bounds description in the deed, that arranging for the construction of the building prior to knowing where your own lot lines are is not the City's fault. But now there has to be a formal process like any development comes in to re-subdivide the property. He stated as a City Manager he would be opposed of moving the lot line.

City Manager Crofoot asked Councilwoman Troast if she would amend her motion to include the cost of the subdividing and recording the new deed.

Councilwoman Troast again made the motion to proceed with exchanging thirty-three (33) feet of property with a line boundary adjustment, seconded by Councilman Trotter.

City Manager Crofoot stated that the motion did not include who would pay for the cost of the line adjustment boundary.

Mayor Morrison stated the the Fire Company would pay the cost.

City Manager Crofoot to discuss Snow Hill Volunteer Fire Company's, fee to Pocomoke City for driver:

City Manager Crofoot stated that the City just received this letter today. Apparently, Snow Hill provides a driver for us every now again. There is a fee that is paid from the County, and whoever the ambulance belongs to gets the fee.

Director Mike Thornton stated that in the past Snow Hill would come down and cover some of our calls that were scratched where we could not get a crew. What they started doing was just sending a driver down, as they were having a hard time getting a crew to cover their calls. About six (6) months ago, they just started sending a driver to help us. We are getting all the benefits of the call, so all they want is \$150 for each time they send a driver down to help us out. Director Thornton stated that we were benefitting from this, as we are getting all the funds. All Snow Hill wants is to be reimbursed for the driver, as they are not getting any funding for the third person on the shift when he is driving for us. If they didn't send a driver we would not receive anything, as the call would be scratched and Snow Hill would get the money for the call.

Councilman Tasker asked how often does Snow Hill send a driver to help.

Director Thornton stated about eight (8) or ten (10) times a month.

City Manager Crofoot asked if we could pay them once we were paid for the call by the insurance.

Councilman Trotter stated that if they send a driver down and the patient refuses to go, we would be paying them and not receiving anything.

City Manager Crofoot stated that's why he suggested if we don't get paid they don't get paid. But the other side of the risk is they may not send a driver, and that's a bigger risk than \$150.

Mayor Morrison suggested City Manager Crofoot discuss this with Snow Hill Volunteer Fire Company.

City Manager Crofoot stated that he received a notice of violation and proposed fine for five wastewater spills, fairly minor with respect to two of those, but still they believe they need to access a fine. The fine they are suggesting is \$1,600. He suggesting paying the \$1,600.

Councilman Tasker asked about one of the spills where a hauler spilled his wastewater we shouldn't be responsible for the fine.

City Manager Crofoot stated that we would need to fine the hauler. MDE will not fine him, as we are the facility. He wasn't watching what he was doing, he went and sat in his truck.

Comments from the audience:

Ms. Barbara Tull expressed her concerns about keeping the golf course open.

Others made comments about keeping golf course open.

Ms. Monna VanEss asked if a street sweeping schedule is in the works.

City Manager Crofoot stated that it is not in a schedule. Street sweeping depends upon the weather, and the only thing that is scheduled is trash pick-up. He stated that there are not enough employees to devote to street sweeping on a schedule, as when there is a water break the employees would not be able to sweep the streets. He stated that he would not make a commitment as he doesn't think he could keep to a schedule because of other areas of work that needs to be completed.

Ms. VanEss stated that the golf course was a hot topic. There are a lot of people that would like to see the golf course closed. The money could be used for youth activities.

Ms. VanEss stated that the Advance Auto bus stop bench and shelter was removed and wanted to know if it could be put back.

Ms. Norma Howard stated that the Community Garden is at the point where they need to install an irrigation system, which they received a grant from Community Foundation. They have volunteers to install it but they need a splitter on the water so they could put a timer on it. We are asking the for the City's help on that project. Also, it would be nice to have electricity in the garden to use for power tools. Lowes will be building a gazebo for the garden. She stated that they appreciate all the help and support that the City provides. Just recently two volunteers from Worcester County Tech School spear headed putting in a chess garden, landscape pavers. We now have full size chess pieces, and are going to try get chess players from the high school.

City Manager Crofoot stated that didn't want to loan out the equipment. He needs to have a plan as to where it needs to go.

Mayor Morrison stated that we need to try to get electricity in the Community Garden.

Mr. Duane Durham stated that he would like to have an answer concerning the golf course closure. There is not any talk about safety for homeowners. He stated there has been too many close calls, nobody seems to be concern. He stated that if the City could afford to lose \$150,000 a year to keep the golf course open, they could afford to put up a safety net to protect the homeowners that would like to have their homes and families protected.

Council discuss budget for FY 2017/18:

After some discussion, it was decided that we don't need to have an outside consultant to write grants.

In a motion (Downing, Trotter passed) to adjourn at 8:41 PM.

Approved: _____

Carol L. Sullivan
City Clerk

ORDINANCE 430



AN ORDINANCE OF THE MAYOR AND COUNCIL OF
POCOMOKE CITY, MARYLAND SETTING THE TAX RATES
FOR FISCAL YEAR 2017-2018

WHEREAS, Section C-56 of the City Charter requires the City Council to establish the tax rate for the next fiscal year for the various classes of property subject to be taxed based upon the tax revenues called for by the budget; and

WHEREAS, the tax revenues for the fiscal year 2017-2018 have been established by and approved on May 22, 2017 wherein they are fully set forth.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE CITY COUNCIL OF POCOMOKE CITY, MARYLAND that the tax rates be and the same are hereby levied for the fiscal year ending June 30, 2018 on each One Hundred Dollars (\$100.00) worth of property as assessed, in accordance with the following schedule of property classifications:

<u>PROPERTY CLASSIFICATIONS</u>	<u>RATE/\$100.00</u>
Real Property-owner occupied residential	\$0.9375
Real Property-other	\$1.1311
Personal Property	\$2.00
Railroads	\$2.00
Public Utilities	\$2.40
Ordinary Business Corporations (Excluding Manufactured Inventory and the first \$125,000.00 of Commercial Assessed Inventory)	\$2.00
Equipment Used in Manufacturing Process	\$1.00

BE IT FURTHER ENACTED AND ORDAINED THAT THIS ORDINANCE shall take effect from and after the date of its approval by the Mayor.

May 1, 2017
Date Introduced

May 22, 2017
Date Passed

Council Vice President

ATTEST:

APPROVED BY ME THIS 22nd DAY OF
MAY 2017

CAROL L. SULLIVAN, CITY CLERK

BRUCE A. MORRISON, MAYOR

City of Pocomoke
 DRAFT Budget 05/19/2017 Fiscal Year 2018
 Version Four (4)



Version Four (4) - 05/19/2017 jlw
GENERAL FUND - REVENUE

Code	Account Description	Year End 2015	Year End 2016	2017 Budget	Thru 04/30/2017	%	2017 Expected	2018 DRAFT Budget
01-030-31101	REAL TAXES-FULL YEAR	2,495,139	2,515,428	2,631,650	2,449,528	93.1%	2,483,692	2,425,041
01-030-31102	PUBLIC UTILITIES	0	0	141,897	118,732	0.0%	141,897	140,000
01-030-31103	PERSONAL PROPERTY TAXES	3,879	14,050	4,000	9,401	235.0%	9,401	4,000
01-030-31104	RAILROADS	124,494	144,328	3,103	3,910	126.0%	3,910	3,100
01-030-31105	ORDINARY BUS CORP	581,565	706,040	600,000	788,429	131.4%	791,709	700,000
01-030-31106	ADD/ABATE PRIOR YEAR	-26,374	-79,316	-5,300	-114,395	2158.4%	-114,395	-50,000
01-030-31107	REAL PROPERTY MAINTENACE	42,316	20,769	35,000	27,464	78.5%	32,085	35,000
01-030-31108	DEFERRED TAXES	-7,255	81,652	5,000	0	0.0%	5,000	5,000
01-030-31121	INT - DELINQUENT TAX	46,820	52,925	34,000	22,263	65.5%	30,000	30,000
01-030-31301	DISC ALLOWED ON TAXES	-7,933	-7,114	-6,000	-1,100	18.3%	-6,000	-6,000
01-030-31302	PROVISION FOR BAD DEBTS	-5,856	2,777	0	0	0.0%	0	0
01-030-31303	ENTERPRISE ZONE CREDITS	-3,864	-16,498	-2,000	0	0.0%	-2,000	0
01-030-31401	INCOME TAXES	184,848	206,652	180,000	187,551	104.2%	187,551	180,000
01-030-31501	ROOM TAXES	120,127	125,870	125,000	136,366	109.1%	136,366	130,000
01-030-31502	ADMISSIONS & AMUSEMENTS	2,490	2,567	3,600	1,734	48.2%	2,400	2,400
01-030-31601	STATE HIGHWAY TAXES	135,804	150,096	135,950	140,897	103.6%	140,897	135,950
01-030-32201	BEER, WINE, LIQUOR LICENSE	7,031	7,031	15,000	0	0.0%	7,031	0
01-030-32203	TRADERS LICENSE	16,398	15,692	17,000	2,306	13.6%	16,875	16,875
01-030-32204	OCCUPATIONAL LICENSES	1,000	950	1,000	900	90.0%	1,000	1,000
01-030-32206	FRANCHISE FEES	51,544	53,183	52,000	41,250	79.3%	52,000	52,000
01-030-32208	LOCAL BUSINESS LICENSES	9,601	9,550	9,500	9,250	97.4%	9,500	9,500
01-030-32301	BUILDING PERMITS	37,859	65,925	18,000	19,904	110.6%	19,904	18,000
01-030-32302	PERMITS - OTHER	0	20	0	0	0.0%	0	0
01-030-32305	STATE BUILDING GUARANTY	0	0	0	200		200	0
01-030-33103	POLICE OTHER GRANTS	8,401	20,238	15,000	20,517	136.8%	20,517	15,000
01-030-33112	FEDERAL POLICE GRANT	0	0	0	0	0.0%	0	0
01-030-33303	STATE POLICE PROT AID	51,335	49,191	48,800	40,087	82.1%	48,800	48,800
01-030-33304	DNR GRANTS	2,058	0	0	749		749	0
01-030-33306	CIRCUIT RIDER GRANT	0	0	34,981	12,125	34.7%	34,981	46,000
01-030-33305	POS GRANT	0	0	0	0	0.0%	0	0
01-030-33310	SCDBG GRANTS	13,025	0	0	0	0.0%	0	0
01-030-33315	RESTAURANT LEASE	23,711	36,761	34,000	31,132	91.6%	34,000	30,000
01-030-33322	COMMUNITY LEGACY GRANT	79,855	34,445	50,000	1,128	2.3%	1,128	0
01-030-33505	UNRESTRICTED COUNTY GRANT	450,000	450,000	450,000	450,000	100.0%	450,000	450,000
01-030-34102	ZONING & SUBDIVISION	13,800	6,875	1,000	2,650	265.0%	2,650	2,500
01-030-34105	FAIRGROUNDS GRANT/RACES	27,136	19,765	24,000	47,702	198.8%	47,702	24,000
01-030-34108	MISC OTHER	2,957	5,830	3,000	3,978	132.6%	4,000	4,000

City of Pocomoke
DRAFT Budget 05/19/2017 Fiscal Year 2018
Version Four (4)

GENERAL FUND - REVENUE CON'T

Code	Account Description	Year End	Year End	2017	Thru	%	2017	2018
		2015	2016	Budget	04/30/2017		Expected	DRAFT Budget
01-030-34110	POLICE SPECIAL REVENUE	70,885	2,021	0	243		243	0
01-030-34205	INFRACTIONS	190	50	150	40	26.7%	150	150
01-030-34305	TRASH DISPOSAL FEE	160,954	156,163	165,000	132,032	80.0%	165,000	245,400
01-030-34806	BOAT SLIP RENTAL FEE	692	0	2,000	40	2.0%	1,000	1,000
01-030-34901	LIQUOR DISPENSARY	1,979	0	10,000	0	0.0%	0	0
01-030-35101	INTEREST & DIVIDENDS	1,099	1,215	1,000	857	85.7%	1,000	1,000
01-030-35200	CREDIT CARD FEE REIMBURSEMENTS	1,595	1,554	10,000	1,214	12.1%	3,000	10,000
01-030-35201	FACILITY RENTS	15,415	12,365	2,760	4,760	172.5%	4,760	3,000
01-030-35202	LAND RENTS	3,080	2,471	3,100	2,382	76.8%	3,100	3,100
01-030-35204	COUNTY FIRE DEPARTMENT FUNDS	43,000	47,000	43,000	0	0.0%	43,000	43,000
01-030-35206	STALL RENTS	0	0	12,240	12,240	100.0%	12,240	12,240
01-030-35302	PRIOR YEARS OVERPAYMENTS/REVENUE CARRYOVER	0	0	34,703	0	0.0%	34,703	0
01-030-35401	GAIN (LOSS) ON DISPOSAL	306,488	0	0	697	0.0%	697	0
01-030-36100	WATERFALL/SOLAR/ELECTRIC REFUND	0	50,063	34,650	0	0.0%	34,650	34,650
01-036-36101	INSURANCE PROCEEDS	4,340	8,729	0	1,706		1,706	0
01-036-36102	PLANNED & ANTICIPATED REVENUE FROM DEBT OBLIGATIONS & GRANTS	0	0	950,000	0	0.0%	0	0
01-036-36103	LOAN PROCEEDS OTHER	0	25,413	0	0	0.0%	0	0
01-036-36105	SPECIAL MISCELLANEOUS REVENUE	0	0	0	0	0.0%	0	24,936
01-037-37601	TRANSFER - WATER/SEWER	-218,500	-242,000	0	0	0.0%	0	0
01-037-37604	TRANSFER - AMBULANCE	0	0	0	0	0.0%	0	0
FUND 01 GENERAL-REVENUE		4,873,128	4,760,726	5,927,784	4,610,869	77.8%	4,898,799	4,830,642

City of Pocomoke
DRAFT Budget 05/19/2017 Fiscal Year 2018
Version Four (4)

GENERAL FUND EXPENDITURES

Code	Account Description	Year End	Year End	2017	Thru	%	2017	2018
		2015	2016	Budget	04/30/2017		Expected	DRAFT Budget
LEGISLATIVE								
01-110-00001	SALARIES (City Council)	35,444	27,604	30,000	25,000	83.3%	30,000	30,000
01-110-00002	SALARIES-CLERK	24,779	50,615	54,439	45,645	83.8%	54,439	54,439
01-110-00020	TELEPHONE	0	0	0	0	0.0%	0	720
01-110-00021	TRAVEL	12,097	8,216	7,500	7,676	102.3%	7,500	7,500
01-110-00022	OFFICE EXPENSE	7,359	6,364	4,000	2,657	66.4%	4,000	3,500
01-110-00061	TRAINING AND CERTIFICATION		0	0	0	0.0%	0	500
01-110-00064	CONTRACT LABOR		250	0	200		200	0
01-110-00080	CAPITAL OUTLAY	0	947	1,890	1,890	100.0%	1,890	0
	Dept 110 Subtotal	79,679	93,996	97,829	83,068	84.9%	98,029	96,659
CITY MANAGER								
01-120-00001	SALARIES	34,794	161,889	135,000	113,203	83.9%	135,000	135,000
01-120-00002	SALARIES-DEPUTY CLERK/CITY A-	46,784	48,640	49,005	41,089	83.8%	49,005	49,005
01-120-00020	TELEPHONE	3,130	768	1,000	604	60.4%	750	750
01-120-00021	TRAVEL	2,561	799	2,000	1,204	60.2%	1,204	700
01-120-00022	OFFICE EXPENSE	9,179	4,598	2,500	1,481	59.2%	2,500	2,000
01-120-00023	POSTAGE	50	0	100	0	0.0%	100	100
01-120-00024	DUES AND SUBSCRIPTIONS	1,377	3,160	2,500	2,979	119.2%	3,550	3,500
01-120-00041	VEHICLE REPAIRS	2,968	723	0	0	0.0%	0	0
01-120-00051	GAS AND OIL	608	39	0	0	0.0%	0	0
01-120-00061	TRAINING AND CERTIFICATION	0	0	0	130	0.0%	130	130
01-120-00080	CAPITAL OUTLAY	0	0	0	0	0.0%	0	0
	Dept 120 Subtotal	101,451	220,616	192,105	160,690	83.6%	192,239	191,185
MAYOR								
01-125-00001	SALARIES	7,771	7,500	7,500	6,250	83.3%	7,500	7,500
01-125-00020	TELEPHONE	356	1,902	1,200	1,250	104.2%	1,500	1,500
01-125-00021	TRAVEL	3,881	3,652	2,000	2,689	134.5%	3,040	2,500
01-125-00022	OFFICE EXPENSE	826	1,330	800	2,318	289.8%	2,318	700
01-125-00041	VEHICLE REPAIRS	80	130	200	0	0.0%	0	0
01-125-00051	GAS AND OIL	28	68	100	0	0.0%	0	0
	Dept 125 Subtotal	12,942	14,582	11,800	12,507	106.0%	14,358	12,200

City of Pocomoke
DRAFT Budget 05/19/2017 Fiscal Year 2018
Version Four (4)

GENERAL FUND EXPENDITURES - CON'T

Code	Account Description	Year End	Year End	2017	Thru	%	2017	2018
		2015	2016	Budget	04/30/2017		Expected	DRAFT Budget
ELECTIONS								
01-130-00001	SALARIES	835	2,238	1,200	1,013	84.4%	1,200	1,200
01-130-00057	OPERATING EXPENSES	1,279	3,818	1,200	556	46.3%	1,200	1,200
	Dept 130 Subtotal	2,114	6,056	2,400	1,569	65.4%	2,400	2,400
FINANCE								
01-140-00001	SALARIES	36,194	37,507	37,732	31,825	84.3%	37,732	37,732
01-140-00002	SALARIES-SUPERVISION	29,041	64,132	67,000	56,177	83.8%	67,000	67,000
01-140-00019	INTERNET SERVICE	0	0	0	1,491		1,500	0
01-140-00020	TELEPHONE	5,152	6,055	5,000	4,185	83.7%	5,000	725
01-140-00021	TRAVEL	0	0	500	0	0.0%	0	0
01-140-00022	OFFICE EXPENSE	3,889	4,536	4,600	4,334	94.2%	4,600	4,100
01-140-00023	POSTAGE	2,412	7,726	3,500	3,261	93.2%	3,500	3,000
01-140-00024	DUES AND SUBSCRIPTIONS	0	160	200	160	80.0%	200	200
01-140-00025	AUDIT	22,322	14,690	24,000	23,005	95.9%	24,000	23,500
01-140-00040	BLDG REPAIRS/RENOVATIONS	0	225	400	7,739	1934.8%	7,739	500
01-140-00064	CONTRACT LABOR	0	5,625	2,000	10,593	529.7%	13,000	1,500
01-140-00080	CAPITAL OUTLAY	2,722	19,264	36,703	36,305	98.9%	36,703	0
	Dept 140 Subtotal	101,732	159,920	181,635	179,075	98.6%	200,974	138,257
LAW								
01-150-00026	LEGAL	28,615	28,220	19,000	1,439	7.6%	2,500	2,000
01-150-00028	CODING	0	546	5,000	1,902	38.0%	2,500	0
	Dept 150 Subtotal	28,615	28,766	24,000	3,341	13.9%	5,000	2,000
PLAN & ZONING (TRANSFERRED TO PHZ DEPT. 510 FY2018)								
01-160-00026	LEGAL	450	350	500	100	20.0%	100	0
01-160-00057	OPERATING EXPENSES	7,628	6,641	20,000	468	2.3%	468	0
	Dept 160 Subtotal	8,078	6,991	20,500	568	2.8%	568	0
ZONING APPEAL (TRANSFERRED TO PHZ DEPT. 510 FY2018)								
01-165-00057	OPERATING EXPENSES-BOARD OF ZONING	810	3,192	1,400	2,657	189.8%	2,657	0
	Dept 165 Subtotal	810	3,192	1,400	2,657	189.8%	2,657	0

City of Pocomoke
DRAFT Budget 05/19/2017 Fiscal Year 2018
Version Four (4)

GENERAL FUND EXPENDITURES - CON'T

Code	Account Description	Year End	Year End	2017	Thru	%	2017	2018
		2015	2016	Budget	04/30/2017		Expected	Draft Budget
GENERAL SERVICE-CITY HALL								
01-170-00019	INTERNET SERVICE	0	0	0	0	0.0%	0	1,500
01-170-00020	TELEPHONE	0	0	0	0	0.0%	0	4,350
01-170-00022	OFFICE EXPENSE	0	325	200	712	356.0%	712	250
01-170-00024	DUES AND SUBSCRIPTIONS	0	0	0	747	0.0%	747	750
01-170-00027	ADVERTISING-HUMAN RESOURCES	0	0	0	0	0.0%	0	4,500
01-170-00030	HEAT AND ELECTRIC	7,269	7,981	9,000	4,284	47.6%	7,200	7,200
01-170-00040	BLDG REPAIRS/RENOVATIONS	11,383	13,822	5,000	6,970	139.4%	7,375	4,950
01-170-00043	OTHER REPAIRS	0	0	0	405		405	0
01-170-00049	SUPPLIES	5,168	5,890	5,500	4,413	80.2%	5,500	5,000
01-170-00052	LEASED	2,810	4,316	3,100	2,679	86.4%	3,300	3,300
01-170-00054	CENTRAL DUPLICATING	3,596	269	3,000	0	0.0%	0	0
01-170-00055	DATA PROCESSING SUPPORT	18,394	29,527	36,000	36,446	101.2%	36,446	36,000
01-170-00056	COMPUTER SUPPLIES	382	972	550	189	34.4%	400	400
01-170-00064	CONTRACT LABOR	10,258	38,466	15,000	31,489	209.9%	32,500	8,150
01-170-00074	PAYROLL SUPPORT	5,579	5,694	5,775	4,674	80.9%	5,775	5,775
01-170-00080	CAPITAL OUTLAY	10,148	23,954	0	0	0.0%	0	0
01-170-00099	BANK FEE/CREDIT CARD SERVICE FEE	0	9,889	9,600	9,487	98.8%	11,125	11,125
	Dept 170 Subtotal	74,987	141,105	92,725	102,495	110.5%	111,485	93,250
MISCELLANEOUS EXPENSES								
01-180-00024	DUES AND SUBSCRIPTIONS	3,880	4,640	5,000	4,213	84.3%	4,213	4,000
01-180-00027	ADVERTISING	699	1,430	2,500	2,433	97.3%	2,433	0
01-180-00029	MISCELLANEOUS EXPENSES	26,729	19,538	21,500	25,229	117.3%	25,450	25,000
	Dept 180 Subtotal	31,308	25,608	29,000	31,875	109.9%	32,096	29,000
POLICE ADMINIST-								
01-210-00001	SALARIES - CLERICAL	91,225	80,248	103,750	100,359	96.7%	103,750	103,750
01-210-00002	SALARIES-SUPERVISION	71,186	63,773	75,000	62,941	83.9%	75,000	75,000
01-210-00020	TELEPHONE	25,617	25,439	24,000	19,116	79.7%	24,000	24,000
01-210-00021	TRAVEL	3,774	847	4,500	689	15.3%	2,000	4,000
01-210-00022	OFFICE EXPENSE	5,428	14,245	10,000	4,981	49.8%	7,000	9,500
01-210-00023	POSTAGE	830	12	300	-36	0.0%	300	500
01-210-00024	DUES AND SUBSCRIPTIONS	1,917	2,051	2,000	1,642	82.1%	2,000	2,000
01-210-00036	CONSULTING	3,095	7,391	5,000	2,644	52.9%	5,000	2,000
01-210-00052	LEASED	3,856	6,146	0	5,885		5,885	0
01-210-00055	DATA PROCESSING SUPPORT	3,473	2,584	4,000	1,866	46.7%	4,000	4,000

City of Pocomoke
DRAFT Budget 05/19/2017 Fiscal Year 2018
Version Four (4)

GENERAL FUND EXPENDITURES - CON'T

Code	Account Description	Year End	Year End	2017	Thru	%	2017	2018
		2015	2016	Budget	04/30/2014		Expected	Draft
01-210-00056	COMPUTER SUPPLIES	2,352	3,600	5,000	431	8.6%	750	2,000
	Dept 210 Subtotal	212,753	206,336	233,550	200,518	85.9%	<u>229,685</u>	<u>226,750</u>
POLICE PATROL								
01-220-00001	SALARIES	601,545	572,187	683,155	573,703	84.0%	<u>683,155</u>	<u>683,155</u>
01-220-00002	SALARIES-SUPERVISION	116,378	120,492	116,500	101,267	86.9%	<u>116,500</u>	<u>116,500</u>
01-220-00003	SALARIES - OVERTIME	108,518	130,633	45,000	45,421	100.9%	<u>45,421</u>	<u>45,000</u>
01-220-00020	POLICE TELEPHONE	169	30	350	9	2.6%	<u>50</u>	<u>350</u>
01-220-00021	TRAVEL	826	613	2,000	311	15.6%	<u>600</u>	<u>1,500</u>
01-220-00022	OFFICE EXPENSE	0	419	1,000	398	39.8%	<u>800</u>	<u>500</u>
01-220-00024	DUES AND SUBSCRIPTIONS	567	1,218	700	510	72.9%	<u>700</u>	<u>700</u>
01-220-00027	ADVERTISING/PROMOTION	0	1,983	2,500	328	13.1%	<u>1,000</u>	<u>0</u>
01-220-00039	ARMORY	940	621	0	519		<u>519</u>	<u>0</u>
01-220-00041	VEHICLE REPAIRS	36,095	49,354	33,000	30,518	92.5%	<u>33,000</u>	<u>32,500</u>
01-220-00042	EQUIPMENT REPAIRS	269	213	2,000	657	32.9%	<u>2,000</u>	<u>1,500</u>
01-220-00043	BUILDING REPAIRS	18,977	16,381	17,000	7,723	45.4%	<u>10,000</u>	<u>9,500</u>
01-220-00047	TOOLS AND EQUIPMENT	5,372	6,451	5,000	8,431	168.6%	<u>10,000</u>	<u>9,500</u>
01-220-00048	AMMUNITION	1,999	1,946	5,000	4,818	96.4%	<u>5,000</u>	<u>4,500</u>
01-220-00049	SUPPLIES	12,325	7,513	10,000	7,309	73.1%	<u>7,309</u>	<u>9,500</u>
01-220-00050	UNIFORMS	13,128	24,458	28,000	29,037	103.7%	<u>30,000</u>	<u>14,500</u>
01-220-00051	GAS AND OIL	73,562	55,093	65,000	30,166	46.4%	<u>55,000</u>	<u>64,500</u>
01-220-00052	LEASED	15,246	17,052	33,000	2,516	7.6%	<u>17,000</u>	<u>37,000</u>
01-220-00060	RADIO COMMUNICATIONS	6,905	5,539	9,000	5,036	56.0%	<u>9,000</u>	<u>8,500</u>
01-220-00064	CONTRACT LABOR/TOWING	0	5,377	5,000	7,182	143.6%	<u>7,182</u>	<u>5,000</u>
01-220-00080	CAPITAL OUTLAY	53,756	212,210	128,488	14,145	11.0%	<u>14,145</u>	<u>79,467</u>
01-220-00081	CONSTRUCTION	0	0	0	0	0.0%	<u>0</u>	<u>0</u>
	Dept 220 Subtotal	1,066,577	1,229,783	1,191,693	870,004	73.0%	<u>1,048,381</u>	<u>1,123,672</u>
POLICE TRAINING								
01-230-00021	TRAVEL	6,169	1,347	4,500	1,349	30.0%	<u>1,500</u>	<u>2,000</u>
01-230-00049	SUPPLIES	0	0	1,000	0	0.0%	<u>0</u>	<u>500</u>
01-230-00061	TRAINING	2,647	2,543	5,000	3,323	66.5%	<u>3,323</u>	<u>4,500</u>
	Dept 230 Subtotal	8,816	3,890	10,500	4,672	44.5%	<u>4,823</u>	<u>7,000</u>

City of Pocomoke
DRAFT Budget 05/19/2017 Fiscal Year 2018
Version Four (4)

GENERAL FUND EXPENDITURES - CON'T

Code	Account Description	Year End	Year End	2017	Thru	%	2017	2018
		2015	2016	Budget	04/30/2017		Expected	Draft Budget
POLICE SUPPORT SER-								
01-240-00001	SALARIES	149,143	155,728	107,039	114,598	107.1%	114,598	107,039
01-240-00030	HEAT AND ELECTRIC	16,867	6,836	3,000	6,855	228.5%	9,225	9,500
	Dept 240 Subtotal	166,010	162,564	110,039	121,453	110.4%	123,823	116,539
FIRE DEPART-								
01-265-00031	HEAT	15,376	8,598	6,790	9,750	143.6%	11,725	0
01-265-00032	ELECTRIC	56,835	57,091	35,000	30,064	85.9%	41,900	0
01-265-00040	BLDG REPAIRS/RENOVATIONS	180	153	300	0	0.0%	0	0
01-265-00041	VEHICLE REPAIRS	15,047	32,619	20,000	13,427	67.1%	15,000	0
01-265-00042	EQUIPMENT REPAIRS	3,677	1,033	1,200	992	82.7%	1,200	0
01-265-00043	OTHER REPAIRS	0	0	0	0	0.0%	0	0
01-265-00049	SUPPLIES	2,838	7,725	2,350	7,915	336.8%	7,915	0
01-265-00051	GAS AND OIL	8,527	5,528	7,000	3,884	55.5%	4,552	0
01-265-00063	DONATIONS-TRANSFER FROM COUNTY	46,525	47,000	43,000	0	0.0%	43,000	43,000
01-265-00067	GENERAL INSURANCE	31,650	32,573	32,640	27,001	82.7%	27,001	0
01-265-00075	FIRE HOUSE EXPENSE	2,337	2,038	1,720	1,261	73.3%	1,720	107,000
01-265-00080	CAPITAL OUTLAY	0	0	0	0	0.0%	0	0
01-265-00081	CONSTRUCTION	0	0	0	0	0.0%	0	0
	Dept 265 Subtotal	182,992	194,358	150,000	94,294	62.9%	154,013	150,000
CORRECTIONS								
01-280-00057	OPERATING EXPENSES	289	0	1,000	0	0.0%	0	0
	Dept 280 Subtotal	289	0	1,000	0	0.0%	0	0
K-9								
01-285-00057	OPERATING EXPENSES	1,180	5,119	6,500	679	10.4%	2,000	1,500
	Dept 285 Subtotal	1,180	5,119	6,500	679	10.4%	2,000	1,500
POLICE PROGRAM								
01-290-00057	OPERATING EXPENSES	2,040	1,714	3,250	1,389	42.7%	2,700	2,750
01-290-00058	COMMUNITY CRIME PREV/EVENTS	5,234	5,270	9,000	5,652	62.8%	9,000	8,500
01-290-00059	GRANT EXPENDITURES	12,510	14,964	12,000	15,579	129.8%	15,580	12,000
01-290-00080	CAPITAL OUTLAY	0	0	0	0	0.0%	0	0
	Dept 290 Subtotal	19,784	21,948	24,250	22,620	93.3%	27,280	23,250

City of Pocomoke
DRAFT Budget 05/19/2017 Fiscal Year 2018
Version Four (4)

GENERAL FUND EXPENDITURES - CON'T

Code	Account Description	Year End	Year End	2017	Thru	%	2017	2018
		2015	2016	Budget	04/30/2017		Expected	Draft Budget
P-W-GENERAL AD-								
01-310-00001	SALARIES	5,431	0	0	0	0	0	0
01-310-00002	SALARIES-SUPERVISION	17,721	17,846	18,020	15,061	83.6%	18,020	18,020
01-310-00019	INTERNET/CABLE TV	0	723	1,200	880	73.3%	1,275	1,000
01-310-00020	TELEPHONE	3,525	2,632	2,000	1,538	76.9%	1,995	2,000
01-310-00021	TRAVEL	12	0	200	0	0.0%	0	200
01-310-00022	OFFICE EXPENSE	2,757	3,493	3,000	1,421	47.4%	1,421	1,500
01-310-00030	HEAT AND ELECTRIC	14,394	13,417	20,000	10,389	51.9%	14,900	13,500
01-310-00040	BLDG REPAIRS/RENOVATIONS	2,944	10,159	12,000	2,712	22.6%	4,000	4,500
01-310-00041	VEHICLE REPAIRS	2,094	1,168	2,500	986	39.4%	1,500	2,000
01-310-00042	EQUIPMENT REPAIRS	447	492	1,000	352	35.2%	475	1,500
01-310-00043	OTHER REPAIRS	0	0	0	80	0.0%	80	0
01-310-00047	TOOLS AND EQUIPMENT	326	475	2,000	59	3.0%	59	1,500
01-310-00049	SUPPLIES	366	811	1,000	2,031	203.1%	2,750	1,500
01-310-00050	UNIFORMS	1,452	4,472	5,500	2,369	43.1%	3,000	3,000
01-310-00051	GAS AND OIL	2,958	4,300	4,500	1,571	34.9%	3,000	3,000
01-310-00060	RADIO COMMUNICATIONS	11	384	2,000	881	44.1%	1,000	1,500
01-310-00064	CONTRACT LABOR	270	3,330	3,500	200	5.7%	500	1,500
01-310-00066	MOSQUITO CONTROL	4,654	3,935	5,500	2,845	51.7%	5,500	5,500
01-310-00080	CAPITAL OUTLAY	0	2,685	2,000	858	42.9%	858	0
01-310-00081	CONSTRUCTION	0	0	0	0	0.0%	0	0
	Dept 310 Subtotal	59,362	70,322	85,920	44,233	51.5%	58,316	61,720
STREET SANITAT-								
01-320-00001	SALARIES	20,971	21,415	21,386	21,192	99.1%	21,386	21,386
01-320-00042	EQUIPMENT REPAIRS	5,816	2,012	6,000	1,032	17.2%	2,000	5,500
01-320-00049	SUPPLIES	2,371	1,470	3,000	163	5.4%	350	1,000
01-320-00051	GAS AND OIL	0	0	2,000	0	0.0%	0	500
01-320-00080	CAPITAL OUTLAY	0	0	0	0	0.0%	0	0
	Dept 320 Subtotal	29,158	24,897	32,386	22,387	69.1%	23,736	28,386
WASTE COLLEC-								
01-325-00001	SALARIES	57,780	56,837	56,924	47,714	83.8%	56,924	56,924
01-325-00003	SALARIES - OVERTIME	4,118	3,508	4,500	9,058	201.3%	10,000	4,500
01-325-00041	VEHICLE REPAIRS	10,542	12,283	15,000	8,203	54.7%	8,500	14,500
01-325-00042	EQUIPMENT REPAIRS	0	518	1,000	771	77.1%	5,500	1,000

City of Pocomoke
DRAFT Budget 05/19/2017 Fiscal Year 2018
Version Four (4)

GENERAL FUND EXPENDITURES - CON'T

Code	Account Description	Year End	Year End	2017	Thru	%	2017	2018
		2015	2016	Budget	04/30/2017		Expected	Draft Budget
01-325-00049	SUPPLIES	769	236	1,000	649	64.9%	750	1,000
01-325-00051	GAS AND OIL	19,505	17,835	21,000	13,084	62.3%	13,084	16,500
01-325-00064	CONTRACT LABOR	0	0	2,000	1,118	55.9%	1,700	1,500
01-325-00080	CAPITAL OUTLAY	0	0	0	0	0.0%	0	0
	Dept 325 Subtotal	92,714	91,217	101,424	80,597	79.5%	96,458	95,924
WASTE DISPOSAL								
01-326-00045	TIPPING FEE	131,216	138,042	135,000	101,241	75.0%	125,000	135,000
01-326-00046	RECYCLE CREDIT	-6,812	-6,948	-6,500	-6,356	97.8%	-6,500	-6,500
	Dept 326 Subtotal	124,404	131,094	128,500	94,885	73.8%	118,500	128,500
WEED CONTROL								
01-330-00001	SALARIES	20,301	22,084	21,386	21,192	99.1%	21,386	21,386
01-330-00042	EQUIPMENT REPAIRS	3,167	3,988	6,000	7,425	123.8%	8,500	5,500
01-330-00049	SUPPLIES	3,920	3,353	5,000	1,457	29.1%	2,180	3,000
01-330-00051	GAS AND OIL	0	0	1,000	0	0.0%	1,000	500
01-330-00080	CAPITAL OUTLAY	0	0	1,161	1,162	100.1%	1,161	0
	Dept 330 Subtotal	27,388	29,425	34,547	31,236	90.4%	34,227	30,386
STREETS & HWY								
01-340-00001	SALARIES	132,725	110,140	122,836	105,206	85.6%	122,836	122,836
01-340-00002	SALARIES-SUPERVISION	12,471	-890	0	0	0.0%	0	0
01-340-00003	SALARIES- OVERTIME	8,982	7,027	9,000	12,098	134.4%	12,098	9,000
01-340-00004	SALARIES - PART TIME	0	0	0	0	0.0%	0	0
01-340-00022	OFFICE EXPENSE	0	0	0	0	0.0%	0	0
01-340-00041	VEHICLE REPAIRS	22,831	18,238	26,000	7,512	28.9%	8,900	9,500
01-340-00042	EQUIPMENT REPAIRS	2,257	524	2,500	4,610	184.4%	5,825	4,500
01-340-00043	OTHER REPAIRS	85,233	85,373	32,000	0	0.0%	0	31,500
01-340-00047	TOOLS AND EQUIPMENT	21,329	14,940	18,500	3,932	21.3%	5,250	7,000
01-340-00049	SUPPLIES	13,381	6,795	18,500	6,507	35.2%	7,800	9,500
01-340-00051	GAS AND OIL	12,592	7,922	17,000	7,386	43.4%	9,900	9,525
01-340-00052	LEASED EQUIPMENT	756	2,750	9,000	0	0.0%	0	4,500
01-340-00064	CONTRACT LABOR OR TEMP HELP	24,594	48,996	88,000	30,866	35.1%	40,000	49,000
01-340-00080	CAPITAL OUTLAY	9,602	56,398	248,797	89,900	36.1%	89,900	0
01-340-00081	CONSTRUCTION/PAVING	0	29,252	60,000	5,624	9.4%	10,000	59,500
	Dept 340 Subtotal	346,753	387,465	652,133	273,641	42.0%	312,509	316,361

City of Pocomoke
DRAFT Budget 05/19/2017 Fiscal Year 2018
Version Four (4)

GENERAL FUND EXPENDITURES - CON'T

Code	Account Description	Year End	Year End	2017	Thru	%	2017	2018
		2015	2016	Budget	04/30/2017		Expected	Draft Budget
STORMS								
01-345-00003	SALARIES-OVERTIME	0	0	1,000	0	0.0%	0	0
01-345-00057	STORMS	3,156	1,674	11,000	308	2.8%	500	4,500
01-345-00080	CAPITAL OUTLAY	0	899	0	0		0	0
	Dept 345 Subtotal	3,156	2,573	12,000	308	2.6%	500	4,500
STREET LIGHTS								
01-348-00057	OPERATING EXP--STREET & CHRISTMAS	189,718	149,789	176,000	139,578	79.3%	155,000	155,000
	Dept 348 Subtotal	189,718	149,789	176,000	139,578	79.3%	155,000	155,000
LOG CABIN								
01-420-00030	HEAT AND ELECTRIC	1,732	2,619	2,750	2,190	79.6%	2,500	2,500
01-420-00040	BLDG REPAIRS/RENOVATIONS	1,421	119	1,225	201	16.4%	310	500
01-420-00049	SUPPLIES	80	34	100	182	182.0%	182	100
01-420-00064	CLEANING	627	1,584	1,299	1,189	91.5%	1,980	1,400
01-420-00080	CAPITAL OUTLAY	0	0	0	0	0.0%	0	0
01-420-00081	CONSTRUCTION	0	0	0	0	0.0%	0	0
	Dept 420 Subtotal	3,860	4,356	5,374	3,762	70.0%	4,972	4,500
RAILROAD STAT-								
01-430-00030	HEAT & ELECTRIC	402	904	1,750	1,407	80.4%	1,407	1,500
01-430-00049	SUPPLIES	1,153	1,305	1,350	1,034	76.6%	1,300	1,000
	Dept 430 Subtotal	1,555	2,209	3,100	2,441	78.7%	2,707	2,500
PARKS								
01-440-00003	SALARIES-OVERTIME	0	0	0	0	0.0%	0	0
01-440-00032	ELECTRIC	1,648	2,018	2,500	1,314	52.6%	1,800	2,000
01-440-00042	EQUIPMENT REPAIR	0	0	0	90	0.0%	90	0
01-440-00043	OTHER REPAIRS	3,521	250	3,500	20,608	0.0%	20,608	2,000
01-440-00047	TOOLS AND EQUIPMENT	0	0	250	0	0.0%	0	250
01-440-00049	SUPPLIES	2,548	2,279	2,500	4,431	177.2%	6,400	3,500
01-440-00064	CLEANING	1,551	1,782	1,750	1,189	67.9%	1,750	1,500
01-440-00070	FAIR EXPENDITURES	53,024	35,769	43,000	36,018	83.8%	52,450	43,500
01-440-00080	CAPITAL OUTLAY	0	0	0	0	0.0%	0	0
	Dept 440 Subtotal	62,292	42,098	53,500	63,650	119.0%	83,098	52,750

City of Pocomoke
DRAFT Budget 05/19/2017 Fiscal Year 2018
Version Four (4)

GENERAL FUND EXPENDITURES - CON'T

Code	Account Description	Year End	Year End	2017	Thru	%	2017	2018
		2015	2016	Budget	04/30/2017		Expected	Draft Budget
MISC-REVENUE-GRANTS								
01-450-00057	OPERATING EXPENSES-COMM-LEGACY	78,594	18,465	50,000	7,748	15.5%	11,650	0
	Dept 450 Subtotal	78,594	18,465	50,000	7,748	15.5%	11,650	0
DOCKS & D-AREAS								
01-460-00057	OPERATING EXPENSES	5,609	4,950	5,800	3,467	59.8%	4,400	5,300
01-460-00081	CONSTRUCTION	0	0	0	0	0.0%	0	0
	Dept 460 Subtotal	5,609	4,950	5,800	3,467	59.8%	4,400	5,300
CIRCUIT RIDER								
01-470-00001	SALARIES	0	0	27,981	20,519	73.3%	27,981	48,000
01-470-00022	OFFICE EXPENSE	0	0	0	2,567		6,500	3,000
01-470-00064	CONTRACT LABOR	0	0	7,000	275	3.9%	500	10,000
01-470-00080	CAPITAL OUTLAY	0	0	30,000	5,595	18.7%	30,000	0
	Dept 470 Subtotal	0	0	64,981	28,956	44.6%	64,981	61,000
PLANNING, HOUSING AND ZONING								
01-510-00001	SALARIES	18,770	17,101	0	611		611	0
01-510-00002	SALARIES-SUPERVISION	54,537	54,528	56,920	47,725	83.8%	56,920	60,000
01-510-00020	TELEPHONE	2,230	2,298	2,375	1,186	49.9%	1,350	1,500
01-510-00021	TRAVEL	0	95	500	4	0.8%	4	500
01-510-00022	OFFICE EXPENSE	1,850	1,935	1,385	606	43.8%	606	2,900
01-510-00026	LEGAL	0	0	0	0	0.0%	0	500
01-510-00041	VEHICLE REPAIRS	2,067	729	1,150	0	0.0%	0	500
01-510-00051	GAS AND OIL	473	385	750	209	27.9%	325	500
01-510-00052	GRASS CUT, DEBRIS, MAINTENANCE	26,458	13,035	27,050	9,224	34.1%	22,500	22,000
01-510-00057	OPERATING EXPENSES	156	1,249	350	372	106.3%	500	1,500
01-510-00072	CDBG EXPENDITURES	281	1,428	3,000	160	5.3%	160	0
01-510-00080	CAPITAL OUTLAY	0	0	3,000	2,438	81.3%	3,000	0
	Dept 510 Subtotal	106,822	92,783	96,480	62,535	64.8%	85,976	89,900
ECONOMIC DEVELOPMENT & DOWNTOWN POCOMOKE ADMINISTRATION								
01-630-00002	SALARY-SUPERVISOR	27,982	33,851	38,343	29,451	76.8%	38,343	38,343
01-630-00020	TELEPHONE	0	0	0	0	0	0	0
01-630-00021	TRAVEL	0	0	0	0	0	0	330
01-630-00024	DUES AND SUBSCRIPTIONS	0	0	0	0	0	0	248

City of Pocomoke
DRAFT Budget 05/19/2017 Fiscal Year 2018
Version Four (4)

GENERAL FUND EXPENDITURES - CON'T

Code	Account Description	Year End	Year End	2017	Thru	%	2017	2018
		2015	2016	Budget	04/30/2017		Expected	Draft
01-630-00027	ADVERTISING	0	0	0	0	0.0%	0	6,537
01-630-00028	MUSIC LICENSE	0	0	0	0	0.0%	0	1,100
01-630-00022	OFFICE EXPENSE	0	0	0	0	0.0%	0	660
01-630-00029	COMMUNITY PROMOTION/ACTIVITES/EVENTS	0	0	0	0	0.0%	0	1,500
01-630-00057	OPERATING EXPENSES	0	10,000	0	0	0.0%	0	2,782
01-630-00064	CONTRACT LABOR	0	0	0	0	0.0%	0	5,000
	Dept 610 Subtotal	27,982	43,851	38,343	29,451	0.0%	38,343	56,500
LEASE- Trash Truck								
01-710-00059	GRANT EXPEND--ADMINISTRATION	300	150	750	0	0.0%	750	750
01-710-00090	PRINCIPAL	23,688	30,135	31,042	28,259	91.0%	28,259	2,784
	Dept 710 Subtotal	23,988	30,285	31,792	28,259	88.9%	29,009	3,534
LOAN- Infrastructure Loan - 1997 Series A & Robertson								
01-720-00090	PRINCIPAL	36,868	39,046	38,139	38,258	100.3%	38,258	2,778
	Dept 720 Subtotal	36,868	39,046	38,139	38,258	100.3%	38,258	2,778
LOANS-Restaurant, St- Sweeper and Police Building								
01-730-00090	PRINCIPAL	39,377	32,106	23,400	18,104	77.4%	23,368	24,208
	Dept 730 Subtotal	39,377	32,106	23,400	18,104	77.4%	23,368	24,208
LEASE- Trash Truck								
01-740-00091	INTEREST	5,509	-938	938	938	100.0%	938	112
	Dept 740 Subtotal	5,509	-938	938	938	100.0%	938	112
LOAN- Infrastructure Loan - 1997 Series A & Robertson								
01-750-00091	INTEREST	6,427	4,329	2,207	2,103	95.3%	2,103	61
	Dept 750 Subtotal	6,427	4,329	2,207	2,103	95.3%	2,103	61
LOANS-Restaurant, St- Sweeper and Police Building								
01-760-00091	INTEREST	43,204	40,779	32,458	30,548	94.1%	39,889	39,050
	Dept 760 Subtotal	43,204	40,779	32,458	30,548	94.1%	39,889	39,050

City of Pocomoke
DRAFT Budget 05/19/2017 Fiscal Year 2018
Version Four (4)

GENERAL FUND EXPENDITURES - CON'T

Code	Account Description	Year End	Year End	2017	Thru	%	2017	2018
		2015	2016	Budget	04/30/2017		Expected	Draft Budget
<u>SOCIAL SECURITY/RETIREMENT/WORK-COMP</u>								
01-810-00010	FICA	113,202	110,244	120,815	93,718	77.6%	110,000	120,815
01-810-00011	FEDERAL HOSPITALIZATION	25,232	26,780	28,256	22,337	79.1%	26,000	28,256
01-810-00012	RETIREMENT AND PENSION	144,492	138,342	201,572	118,813	58.9%	135,000	155,000
01-810-00013	WORKER'S COMPENSATION	122,546	81,932	144,100	80,134	55.6%	109,675	138,725
01-810-00014	UNEMPLOYMENT INSURANCE	7,165	23,810	24,000	5,763	24.0%	13,725	13,325
01-810-00015	HOSPITALIZATION INS-	528,283	507,763	501,193	539,708	107.7%	615,000	577,000
01-810-00016	OTHER EMPLOYEE INSURANCE	22,362	23,208	24,000	22,738	94.7%	24,400	24,500
01-810-00017	TAX FEE HEALTH INSURANCE	90	163	200	1,902	951.0%	1,902	3,804
	Dept 810 Subtotal	963,372	912,242	1,044,136	885,113	84.8%	1,035,702	1,061,425
<u>INSURANCE</u>								
01-840-00067	GENERAL INSURANCE	57,710	61,705	79,375	64,821	81.7%	66,500	64,500
	Dept 840 Subtotal	57,710	61,705	79,375	64,821	81.7%	66,500	64,500
<u>OTHER</u>								
01-850-00006	PROPOSED C-O-L-A-	0	0	0	0	0.0%	0	0
01-850-00007	PROPOSED STEP INCREASES	0	0	0	0	0.0%	0	0
01-850-00063	DONATIONS-SADD	500	750	500	500	100.0%	500	500
01-850-00064	DONATIONS-SAMARITAN SHELTER	3,000	3,000	3,000	3,000	100.0%	3,000	3,000
01-850-00065	DONATIONS-WOR-CO-YOUTH/FAMILY	2,000	3,000	3,000	3,000	100.0%	3,000	3,000
01-850-00068	COUNTY PROPERTY TAX	809	840	1,000	840	84.0%	840	840
01-850-00069	MAIN STREET	14,629	11,538	15,000	11,228	74.9%	17,616	0
01-850-00070	CONTINGENCY	0	0	0	0	0.0%	0	0
01-850-00071	CHAMBER OFFICE	3,486	2,677	3,000	3,000	100.0%	3,000	3,000
01-850-00073	RESTAURANT	3,667	3,842	4,000	1,606	40.2%	4,000	3,000
01-850-00074	MARVA DONATION	14	10,000	10,000	10,000	100.0%	10,000	10,000
01-850-00075	DISCOVERY CENTER	29,838	20,955	30,000	20,000	66.7%	30,000	30,000
01-850-00076	DONATION XMAS PARADE	3,000	4,500	4,000	4,000	100.0%	4,000	4,000
01-850-00077	DONATION COSTON HOUSE	5,000	23,795	6,000	7,128	118.8%	7,128	7,000
01-850-00078	DONATION-STURGIS SCHOOL	1,500	0	2,450	0	0.0%		2,000
01-850-00079	DONATION SAVE THE YOUTH	0	1,500	1,500	0	0.0%		
01-850-00080	DONATION - BIKE WEEK	0	0	3,000	500	16.7%	500	500
01-850-00083	CYPRESS FIRE WORKS	3,500	3,500	3,500	0	0.0%		
01-850-00083	150 YEAR ANNIVERSARY EXPENSES	0	2,695	0	0	0.0%		0

City of Pocomoke
DRAFT Budget 05/19/2017 Fiscal Year 2018
Version Four (4)

GENERAL FUND EXPENDITURES - CON'T

Code	Account Description	Year End	Year End	2017	Thru	%	2017	2018
		2015	2016	Budget	04/30/2017		Expected	Draft Budget
01-850-00085	DONATION-BOAT DOCKING CONTEST	2,500	3,000	3,000	3,000	100.0%	3,000	3,000
01-850-00086	PREGNANCY	0	0	0	0	0	0	0
01-850-00087	COMMISSION ON AGING	0	0	0	0	0	0	1,000
	Dept 850 Subtotal	<u>73,443</u>	<u>95,592</u>	<u>92,950</u>	<u>67,802</u>	<u>72.9%</u>	<u>88,601</u>	<u>70,840</u>
OPER- TRANSFERS								
01-910-59075	FUND TRANSFER AMBULANCE	0	0	43,681	0	0.0%		
01-910-59076	FUND TRANSFER W/S		0	473,430	0	0.0%		
	Dept 910 Subtotal	<u>0</u>	<u>0</u>	<u>517,111</u>	<u>0</u>	<u>0.0%</u>	<u>0</u>	<u>0</u>
FUND 01 GENERAL - EXPENSES TOTAL		<u>4,509,382</u>	<u>4,835,470</u>	<u>5,783,920</u>	<u>3,916,906</u>		<u>4,707,895</u>	<u>4,573,397</u>
FUND 01 GENERAL-REVENUE LESS EXPENSES BALANCE		<u>363,746</u>	<u>(74,744)</u>	<u>143,864</u>	<u>693,963</u>		<u>190,904</u>	<u>257,245</u>

City of Pocomoke
DRAFT Budget 05/19/2017 Fiscal Year 2018
Version Four (4)

GOLF COURSE - REVENUE

Code	Account Description	Year End	Year End	2017	Thru	%	2017	2018
		2015	2016	Budget	04/30/2017		Expected	Draft Budget
GOLF COURSE - REVENUE								
01-030-34801	GOLF FEES - ANNUAL PASS	24,387	16,617	24,000	12,975	54.1%	18,000	9,000
01-030-34802	GOLF - TOURNAMENT AND EVENTS	4,990	4,492	6,000	0	0.0%	0	0
01-030-34803	GOLF - GOLF AND CART FEE	6,651	21,668	15,000	20,385	135.9%	21,000	10,500
01-030-34805	GOLF - GOLF SALES TAX	0	105	25	254	1016.0%	321	160
01-030-34807	GOLF TRAIL FEE	1,057	960	1,400	787	56.2%	1,100	550
01-030-34808	BEER AND WINE SALE	188	383	300	690	230.0%	870	435
01-030-34809	GOLF - FOOD AND BEVERAGE	0	1,559	2,000	2,131	106.6%	2,575	1,288
01-030-34810	GOLF - MERCHANDISE	0	36	2,000	215	10.8%	500	250
Dept 000 Subtotal		<u>37,273</u>	<u>45,820</u>	<u>50,725</u>	<u>37,437</u>	<u>73.8%</u>	<u>44,366</u>	<u>22,183</u>

GOLF COURSE - EXPENDITURES

GOLF CLUBHOUSE - EXPENDITURES

01-400-00001	SALARIES	0	0	31,700	38,868	0.0%	43,282	21,641
01-400-00010	MERCHANDISE PURCHASES	0	0	3,000	1,599	0.0%	3,000	250
01-400-00011	FOOD PURCHASES	0	0	1,500	634	0.0%	1,500	600
01-400-00012	BEVERAGE PURCHASES	0	0	2,500	499	0.0%	2,500	500
01-400-00013	BEER AND WINE PURCHASES	0	0	600	501	0.0%	600	400
01-400-00020	TELEPHONE AND INTERNET SERVICE	0	0	2,000	1,056	0.0%	2,000	1,000
01-400-00022	OFFICE SUPPLIES	0	0	300	88	0.0%	300	150
01-400-00024	DUES AND SUBSCRIPTIONS	0	0	2,200	1,610	0.0%	2,200	500
01-400-00027	ADVERTISING AND PROMOTIONS	0	0	5,000	1,424	0.0%	5,000	2,500
01-400-00030	HEAT AND ELECTRIC-CLUBHOUSE	0	0	2,000	1,173	0.0%	2,000	750
01-400-00031	HEAT AND ELECTRIC-CART SHED	0	0	2,000	252	0.0%	2,000	250
01-400-00040	BUILDING REPAIR AND RENOVAT-	0	0	500	20	0.0%	500	250
01-400-00042	EQUUIPMENT REPAIR	0	0	0	119		119	0
01-400-00047	TOOLS AND EQUIPMENT	0	0	600	0	0.0%	600	0
01-400-00048	TV SERVICE	0	0	1,200	784	0.0%	1,200	350
01-400-00049	SUPPLIES	0	0	2,000	1,043	0.0%	2,000	500
01-400-00050	UNIFORMS	0	0	600	0	0.0%	600	300
01-400-00051	GAS AND OIL	0	0	0	0	0.0%	0	0
01-400-00052	LEASE	0	0	0	0	0.0%	0	0
01-400-00080	CAPITAL OUTLAY	0	0	0	0	0.0%	0	0
Dept 400 Subtotal		<u>0</u>	<u>0</u>	<u>57,700</u>	<u>49,670</u>	<u>0.0%</u>	<u>69,401</u>	<u>29,941</u>

City of Pocomoke
DRAFT Budget 05/19/2017 Fiscal Year 2018
Version Four (4)

GENERAL FUND EXPENDITURES - CON'T

Code	Account Description	Year End	Year End	2017	Thru	%	2017	2018
		2015	2016	Budget	04/30/2017		Expected	Draft Budget
GOLF COURSE - EXPENDITURES								
01-410-00001	SALARIES	53,419	37,176	34,000	16,880	49.6%	34,000	14,850
01-410-00002	SALARIES-SUPERVISION	51,575	57,902	53,040	40,246	75.9%	53,040	25,500
01-410-00003	SALARIES-OVERTIME	16	1,791	100	1,325	1325.0%	1,325	500
01-410-00019	INTERNET SERVICE AIR CARD	520	649	500	598	119.6%	598	350
01-410-00020	TELEPHONE	2,086	1,881	0	497		497	350
01-410-00021	TRAVEL	0	0	0	0	0.0%	0	0
01-410-00022	OFFICE EXPENSE	160	0	100	328	0.0%	328	100
01-410-00024	DUES AND SUBSCRIPTIONS	0	300	500	475	95.0%	500	250
01-410-00027	ADVERTISING AND PROMOTION	6,727	4,585	0	739		739	0
01-410-00030	HEAT AND ELECTRIC	7,278	4,215	3,500	3,026	86.5%	3,500	2,000
01-410-00040	BLDG REPAIRS/RENOVATIONS	0	856	500	61	12.2%	500	250
01-410-00041	VEHICLE REPAIRS	214	2,188	1,000	1,151	115.1%	1,151	500
01-410-00042	EQUIPMENT REPAIRS	6,879	8,722	7,000	16,309	233.0%	16,309	3,250
01-410-00043	OTHER REPAIRS	29	0	0	0		0	0
01-410-00045	CART REPAIRS	3,667	5,609	2,500	1,545	61.8%	2,500	1,250
01-410-00047	TOOLS AND EQUIPMENT	4,089	14	1,000	907	90.7%	1,000	250
01-410-00049	SUPPLIES	10,189	13,433	10,000	10,462	104.6%	10,462	5,750
01-410-00050	UNIFORMS	0	1,905	1,200	374	31.2%	1,200	250
01-410-00051	GAS AND OIL	3,236	3,454	5,000	3,906	78.1%	5,000	2,250
01-410-00052	LEASE (John Deere-Rough Mower)	0	6,585	6,099	4,566	74.9%	6,099	2,675
01-410-00062	CHEMICALS	7,080	9,998	5,000	5,314	106.3%	5,314	3,500
01-410-00063	FERTILIZER	2,844	2,638	3,000	8,442	281.4%	8,442	4,500
01-410-00065	CLUBHOUSE EXPENSE	11,103	10,358	0	0	0.0%	0	0
01-410-00066	MOSQUITO CONTROL	450	429	1,000	0	0.0%	1,000	0
01-410-00080	CAPITAL OUTLAY	13,936	25,412	0	0	0.0%	0	0
01-410-00081	CONSTRUCTION	1,425	0	1,200	0	0.0%	1,200	0
		<u>186,922</u>	<u>200,100</u>	<u>136,239</u>	<u>117,151</u>	<u>86.0%</u>	<u>154,704</u>	<u>68,325</u>
LOANS-ROUGH MOWER								
01-770-00091	INTEREST (John Deere-Rough Mower	0	728	651	496	76.2%	631	403
	Dept 760 Subtotal	<u>0</u>	<u>728</u>	<u>651</u>	<u>496</u>	<u>76.2%</u>	<u>631</u>	<u>403</u>
FUND 01 GENERAL-GOLF CLUBHOUSE AND COURSE EXPENDITURES		<u>186,922</u>	<u>200,828</u>	<u>194,590</u>	<u>167,317</u>	<u>86.0%</u>	<u>224,736</u>	<u>98,669</u>
FUND 01 GOLF COURSE REVENUE LESS EXPENSES BALANCE		(149,649)	(155,008)	(143,865)	(129,880)		(180,370)	(76,486)

City of Pocomoke
DRAFT Budget 05/19/2017 Fiscal Year 2018
Version Four (4)

HOUSING - BUSINESS REVENUE

Code	Account Description	Year End	Year End	2017	Thru	%	2017	2018
		2015	2016	Budget	04/30/2017		Expected	Draft Budget
HOUSING REVENUE								
11-030-33305	MD CDBG GRANTS	0	66,810	0	92,050		92,050	50,000
11-030-33315	BUSINESS LOAN REPAYMENTS	1,146	623	0	0		0	0
11-030-35101	INTEREST INCOME	24	24	0	23		23	0
	Dept 000 Subtotal	<u>1,170</u>	<u>67,457</u>	<u>0</u>	<u>92,073</u>		<u>92,073</u>	<u>50,000</u>
HOUSING AND URBAN DEVELOPMENT EXPENSE								
11-510-00057	OPERATING EXPENSES	20	66,834	0	92,340		92,340	50,000
		<u>20</u>	<u>66,834</u>	<u>0</u>	<u>92,340</u>		<u>92,340</u>	<u>50,000</u>
HOUSING AND URBAN DEV- REVENUE LESS EXPENSES		1,150	623	-	(267)		(267)	-

City of Pocomoke
DRAFT Budget 05/19/2017 Fiscal Year 2018
Version Four (4)

AMBULANCE - REVENUE

Code	Account Description	Year End	Year End	2017	Thru	%	2017	2018
		2015	2016	Budget	04/30/2017		Expected	Draft Budget
AMBULANCE REV-								
22-030-33510	WORCESTER SUPPORT FUNDS	378,205	403,584	449,980	440,980	98.0%	440,980	450,000
22-030-33511	SOMERSET SUPPORT FUN	10,000	12,000	12,000	12,000	100.0%	12,000	12,000
22-030-33515	INSURANCE CLAIMS	465,089	460,148	420,000	410,573	97.8%	450,000	450,000
22-030-33520	MEMBERSHIPS	26,765	25,200	23,000	23,325	101.4%	23,325	23,325
22-030-33525	DONATIONS	1,230	1,000	1,000	1,275	127.5%	1,275	1,000
22-030-33575	GRANT FUNDS (50/50 for Defibulator	0	11,787	0	0	0.0%	0	0
22-030-35401	GAIN ON DISPOSAL OF ASSETS	11,732	300	0	0	0.0%	0	0
22-030-36100	WATERFALL/SOLAR/ELECTRIC REFUND	0	1,589	1,100	0	0.0%	1,100	1,100
22-030-36101	INSURANCE PROCEEDS	0	0	0	397	0.0%	397	0
22-030-38001	TRANSFER FROM GENERAL FUND	0	0	43,681	0	0.0%	0	0
Dept 000 Subtotal		893,021	915,608	950,761	888,550	93.5%	929,077	937,425

AMBULANCE FUND EXPENDITURES

AMBULANCE EXP-

22-222-00001	SALARIES (7 Full Time)	201,731	205,660	209,969	169,663	80.8%	209,969	276,364
22-222-00002	SALARIES - SUPERVISION (1 Full Time)	71,992	72,291	73,235	60,256	82.3%	73,235	73,235
22-222-00003	SALARIES - PART-TIME (4)	152,376	168,475	175,000	148,992	85.1%	175,000	100,000
22-222-00004	SALARIES - OVERTIME	38,981	42,762	41,000	38,809	94.7%	41,000	41,000
22-222-00006	COLA	0	0	0	0	0.0%	0	0
22-222-00007	PROPOSED STEP INCREASES	0	0	0	0	0.0%	0	0
22-222-00010	FICA	21,311	22,044	30,951	18,188	58.8%	22,000	33,142
22-222-00011	FEDERAL HOSPITAL	4,722	5,196	7,238	4,335	59.9%	5,500	7,744
22-222-00012	RETIREMENT	6,125	50,625	27,442	21,784	79.4%	27,442	33,025
22-222-00013	WORKERS COMPENSATION	23,776	19,029	27,962	17,611	63.0%	22,500	26,917
22-222-00015	HOSPITALIZATION	77,001	75,297	89,820	87,025	96.9%	100,000	89,820
22-222-00016	OTHER EMPLOYEE INSURANCE	15,108	15,698	6,000	4,764	79.4%	15,500	15,500
22-222-00017	TAX FEE HEALTH INSURANCE	17	32	50	318	636.0%	318	636
22-222-00020	TELEPHONE	3,764	2,538	4,250	2,760	64.9%	3,145	3,750
22-222-00022	OFFICE SUPPLIES	6,131	4,886	7,500	3,370	44.9%	4,800	5,000
22-222-00024	DUE AND SUBSCRIPTIONS	0	91	125	0	0.0%	125	125
22-222-00025	MEDICAL CLAIM AID	40,229	40,955	43,000	37,957	88.3%	44,975	49,500
22-222-00026	AUDIT	0	2,850	4,500	0	0.0%	0	0
22-222-00029	COMMUNITY PROMOTIONS	158	0	1,250	0	0.0%	0	750
22-222-00030	HEAT AND ELECTRIC	7,765	7,745	7,750	5,025	64.8%	6,590	7,750

City of Pocomoke
DRAFT Budget 05/19/2017 Fiscal Year 2018
Version Four (4)

AMBULANCE FUND EXPENDITURES - CON'T

Code	Account Description	Year End	Year End	2017	Thru	%	2017	2018
		2015	2016	Budget	04/30/2017		Expected	Draft Budget
22-222-00040	BUILDING REPAIRS/RENOVATIONS	2,636	2,707	6,000	3,626	60.4%	5,450	5,500
22-222-00041	VEHICLE REPAIRS	38,356	26,135	42,000	20,421	48.6%	42,000	43,500
22-222-00042	EQUIPMENT REPAIRS	5,305	400	5,850	5,988	102.4%	5,988	5,000
22-222-00046	MEDICAL SUPPLIES	14,105	18,529	20,000	7,041	35.2%	15,000	19,500
22-222-00047	TOOLS AND EQUIPMENT	0	16,188	5,000	1,000	0.20	2,000	4,500
22-222-00049	SUPPLIES	5,350	2,640	4,000	2,602	65.1%	4,000	3,500
22-222-00050	UNIFORMS	3,466	1,949	4,400	5,592	127.1%	7,500	4,000
22-222-00051	GAS AND OIL	26,485	18,206	25,500	18,043	70.8%	25,500	25,000
22-222-00052	LEASED	482	845	990	671	67.8%	990	990
22-222-00055	DATA PROCESSING AGREEMENT	0	3,615	3,900	3,540	90.8%	3,900	3,900
22-222-00061	TRAINING	996	660	1,000	535	53.5%	535	1,000
22-222-00064	CONTRACT LABOR	0	175	12,000	853	7.1%	1,250	6,470
22-222-00067	GENERAL INSURANCE	11,251	11,745	15,110	10,981	72.7%	11,672	14,610
22-222-00070	CONTINGENCY	6,596	-7,769	0	0	0.0%	0	0
22-222-00080	CAPITAL OUTLAY	0	0	23,816	0	0.0%	23,816	0
22-222-00094	DEPRECIATION	47,376	45,585	0	0	0.0%	0	0
22-740-00090	LOAN PRINCIPAL	0	0	21,743	21,743	100.0%	21,743	22,487
22-740-00091	LOAN INTEREST	3,837	3,129	2,410	2,409	100.0%	2,410	1,666
	Dept 222 Subtotal	837,428	880,913	950,761	725,902	76.3%	925,853	925,881
FUND 22 AMBULANCE REVENUE LESS EXPENSES BALANCE		55,593	34,695	0	162,648		3,224	11,544

City of Pocomoke
DRAFT Budget 05/19/2017 Fiscal Year 2018
Version Four (4)

WATER AND SEWER FUND - REVENUE

Code	Account Description	Year End	Year End	2017	Thru	%	2017	2018
		2015	2016	Budget	04/30/2017		Expected	Draft
W/S REVENUE								
61-030-34111	USDA RD GRANT	0	0	0	18,000		18,000	0
61-030-34401	WATER CHARGES	582,523	557,020	640,000	469,433	73.3%	583,000	583,000
61-030-34402	WATER CONNECTION CHARGE	0	26,250	28,000	9,450	33.8%	9,450	9,250
61-030-34403	MISC AND LATE CHARGE	59,649	58,158	59,000	50,590	85.7%	59,000	59,000
61-030-34404	RETURN CHECK FEE	0	0	0	300		300	300
61-030-34405	STREET OPENING FEE	0	0	0	80		80	0
61-030-34411	SEWER CHARGES	753,443	754,835	750,000	657,489	87.7%	750,000	750,000
61-030-34412	SEWER CONNECTION CHARGE	10,000	30,750	30,750	9,000	29.3%	9,000	9,000
61-030-34413	BAY ADMIN FEE	0	0	0	0	0.0%	0	0
61-030-34416	SEWAGE HAULERS	397,550	409,619	384,000	342,089	89.1%	400,000	400,000
61-030-35401	LOSS ON DISPOSAL OF ASSETS	0	0	0	0	0.0%	0	0
61-030-36100	WATERFALL/SOLAR/ELECTRIC REFUND	0	27,813	19,250	0		19,250	19,250
61-030-36103	TRANSFER FROM GENERAL FUND	0	0	473,430	0	0.0%	0	0
61-030-36109	ELECTRIC CREDIT-GENERATOR FEE	2,994	4,163	2,000	716	35.8%	2,000	2,000
Dept 000 Subtotal		1,806,159	1,868,608	2,386,430	1,557,147	65.3%	1,850,080	1,831,800

WATER AND SEWER FUND EXPENDITURES

WATER DEPART-

61-350-00001	SALARIES	176,435	153,508	148,295	125,714	84.8%	148,295	148,295
61-350-00002	SALARIES-SUPERVISION	52,806	17,743	18,020	15,198	84.3%	18,020	18,020
61-350-00003	SALARIES-OVERTIME	806	1,037	625	1,703	272.5%	2,500	2,500
61-350-00020	TELEPHONE	3,062	3,147	3,225	2,909	90.2%	4,320	3,200
61-350-00021	TRAVEL	0	250	1,000	0	0.0%	0	500
61-350-00022	OFFICE EXPENSE	5,126	5,388	5,000	1,884	37.7%	1,884	2,500
61-350-00023	POSTAGE	2,452	2,431	2,500	2,043	81.7%	2,500	2,000
61-350-00024	DUES AND SUBSCRIPTIONS	0	420	100	350	350.0%	350	500
61-350-00025	AUDIT	1,895	2,193	3,250	0	0.0%	0	0
61-350-00030	HEAT AND ELECTRIC	83,284	85,941	85,000	36,627	43.1%	75,000	85,000
61-350-00040	BLDG REPAIRS/RENOVATION	0	897	8,000	0	0.0%	0	1,500
61-350-00041	VEHICLE REPAIRS	3,598	446	3,600	1,854	51.5%	1,854	1,500
61-350-00042	EQUIPMENT REPAIRS	6,413	6,399	40,000	3,246	8.1%	6,000	29,500
61-350-00043	OTHER REPAIRS	0	27	500	1,250	250.0%	1,875	500
61-350-00044	LAB EXPENSE	4,191	10,120	5,500	5,361	97.5%	5,500	6,500
61-350-00047	TOOLS AND EQUIPMENT	9,382	15,620	15,000	1,179	7.9%	5,000	4,500
61-350-00049	SUPPLIES	17,925	22,796	18,000	9,824	54.6%	18,000	19,500

City of Pocomoke
DRAFT Budget 05/19/2017 Fiscal Year 2018
Version Four (4)

WATER AND SEWER FUND EXPENDITURES - CON'T

Code	Account Description	Year End	Year End	2017	Thru	%	2017	2018
		2015	2016	Budget	04/30/2017		Expected	Draft Budget
61-350-00050	UNIFORM	0	471	5,000	442	8.8%	1,000	1,000
61-350-00051	GAS AND OIL	2,979	2,849	3,200	753	23.5%	2,800	3,000
61-350-00052	LEASED	0	0	1,000	0	0.0%	0	500
61-350-00054	CENTRAL DUPLICATING	0	0	500	0	0.0%	0	0
61-350-00055	DATA PROCESSING SUPPORT	0	356	1,500	0	0.0%	0	500
61-350-00056	COMPUTER SUPPLIES	0	381	1,500	0	0.0%	0	300
61-350-00061	TRAINING AND CERTIFICATION	0	855	1,500	114	7.6%	800	2,500
61-350-00062	CHEMICALS	30,667	25,854	28,000	14,351	51.3%	28,000	28,000
61-350-00064	CONTRACT LABOR	89,667	78,259	74,000	37,917	51.2%	74,000	75,000
61-350-00080	CAPITAL OUTLAY	0	0	98,100	0	0.0%	0	0
61-350-00083	ENGINEERING SERVICES	6,498	483	8,000	1,411	17.6%	4,500	7,500
61-350-00085	USDA - PPG STUDY/MAPPING AND HYDRAULIC STUDY	0	0	57,000	33,661	0.0%	57,000	0
	Dept 350 Subtotal	497,186	437,871	636,915	297,791	46.8%	402,198	444,315

SEWER DEPART-

61-355-00001	SALARIES	158,112	153,852	151,029	135,692	89.8%	151,029	151,029
61-355-00002	SALARIES-SUPERVISION	52,806	17,901	18,020	15,059	83.6%	18,020	18,020
61-355-00003	SALARIES-OVERTIME	26,557	26,984	27,000	34,077	126.2%	35,000	27,000
61-355-00020	TELEPHONE	3,801	3,222	4,300	2,390	55.6%	3,000	3,800
61-355-00021	TRAVEL	0	149	1,000	0	0.0%	0	1,100
61-355-00022	OFFICE EXPENSE	3,187	4,137	5,000	3,098	62.0%	5,000	3,300
61-355-00023	POSTAGE	3,009	2,398	3,000	2,304	76.8%	3,000	2,500
61-355-00024	DUES AND SUBSCRIPTIONS	1,747	1,889	2,000	1,891	94.6%	1,891	1,700
61-355-00025	AUDIT	1,895	2,193	3,250	0	0.0%	0	0
61-355-00030	HEAT AND ELECTRIC	236,732	171,772	136,376	171,018	125.4%	210,000	210,000
61-355-00040	BLDG REPAIRS/RENOVATIONS	2,509	46,551	2,000	57	2.9%	250	2,000
61-355-00041	VEHICLE REPAIRS	9,850	3,041	8,000	6,071	75.9%	8,000	7,500
61-355-00042	EQUIPMENT REPAIRS	108,499	22,410	70,000	52,507	75.0%	70,000	70,000
61-355-00043	OTHER REPAIRS	0	2,718	5,000	2,270	45.4%	2,270	4,500
61-355-00044	LAB EXPENSE	32,258	42,509	30,000	39,443	131.5%	40,000	39,500
61-355-00045	TIPPING FEE	0	22,845	0	0	0.0%	0	1,000
61-355-00047	TOOLS AND EQUIPMENT	72,283	110,113	85,000	72,471	85.3%	85,000	85,000
61-355-00049	SUPPLIES	16,518	35,143	30,000	20,756	69.2%	30,000	29,500
61-355-00050	UNIFORMS	0	933	3,000	519	17.3%	1,000	1,000
61-355-00051	GAS AND OIL	17,939	11,062	20,000	11,741	58.7%	12,000	7,000
61-355-00052	LEASED	7,467	12,773	14,000	0	0.0%	20,000	19,500
61-355-00054	CENTRAL DUPLICATING	0	0	1,200	0	0.0%	0	0

City of Pocomoke
DRAFT Budget 05/19/2017 Fiscal Year 2018
Version Four (4)

WATER AND SEWER FUND EXPENDITURES - CON'T

							2018	
Code	Account Description	Year End 2015	Year End 2016	2017 Budget	Thru 04/30/2017	%	2017 Expected	Draft Budget
61-355-00055	DATA PROCESSING SUPPORT	0	356	1,500	0	0.0%	0	800
61-355-00056	COMPUTER SUPPLIES	0	381	1,500	0	0.0%	0	500
61-355-00061	TRAINING AND CERTIFICATION	0	1,982	1,500	694	46.3%	694	2,500
61-355-00062	CHEMICALS	150,021	127,749	130,000	98,604	75.8%	130,000	140,000
61-355-00064	CONTRACT LABOR	37,873	169,178	150,000	156,370	104.2%	156,370	144,050
61-355-00080	CAPITAL OUTLAY	0	0	194,000	52,645	27.1%	52,645	0
61-355-00081	CONSTRUCTION -UV	1,350	0	0	0	0.0%	0	0
61-355-00083	ENGINEERING CONSULTING FIRM	46,800	35,459	50,000	72,859	145.7%	72,859	50,000
61-355-00085	USDA - PPG STUDY/MAPPING AND HYDRAULIC STUDY	0	0	28,000	17,248	61.6%	28,000	0
61-355-00099	PENTALY FEE	800	0	20,000	0	0.0%	0	20,000
	Dept 355 Subtotal	992,013	1,029,700	1,195,675	969,784	81.1%	1,136,028	1,042,799
OTHER								
61-360-00006	C-O-L-A-	0	0	0	0	0.0%	0	0
61-360-00007	PROPOSED STEP INCREASES	0	0	0	0	0.0%	0	0
61-360-00010	FICA	32,786	33,914	34,121	27,974	82.0%	33,175	34,121
61-360-00011	FEDERAL HOSPITALIZATION	7,532	7,994	7,950	6,667	83.9%	7,949	7,949
61-360-00012	RETIREMENT AND PENSION	39,142	77,883	55,029	33,501	60.9%	55,000	60,000
61-360-00013	WORKER'S COMPENSATION	36,579	29,275	43,019	27,080	62.9%	36,675	41,410
61-360-00014	UNEMPLOYMENT INSURANCE	0	0	0	-2	0.0%	0	0
61-360-00015	HOSPITALIZATION INSURANCE	118,135	116,570	130,000	136,034	104.6%	160,000	136,500
61-360-00016	OTHER EMPLOYEE INSURANCE	13,670	14,482	8,500	7,329	86.2%	15,000	15,000
61-360-00017	TAX FEE HEALTH INSURANCE	27	49	75	491	654.7%	491	982
61-360-00059	GRANT EXPEND--ADMIN-FEES	4,555	2,276	0	0	0.0%	0	0
61-360-00067	GENERAL INSURANCE	17,803	17,319	22,335	17,950	80.4%	17,950	18,000
61-360-00069	DEPRECIATION	498,933	499,628	0	0	0.0%	0	0
61-360-00070	CONTINGENCY	0	0	0	0	0.0%	0	0
61-740-00090	PRINCIPAL	0	0	134,985	112,038	83.0%	135,037	109,885
61-740-00091	INTEREST	121,470	121,535	117,826	87,918	74.6%	116,366	113,142
	Dept 360/740 Subtotal	890,632	920,925	553,840	456,980	82.5%	577,643	536,989
OPER- TRANSFERS								
61-910-00075	FUND TRANSFER	-218,500	-242,000	0	0	0.0%	0	0
	Dept 910 Subtotal	-218,500	-242,000	0	0	0.0%	0	0
W/S EXPENSES	Fund 61 Subtotal	2,161,331	2,146,496	2,386,430	1,724,555	72.3%	2,115,869	2,024,103
FUND 61 W/S REVENUE LESS EXPENSES BALANCE		(355,172)	(277,888)	(0)	(167,408)		(265,789)	(192,303)

City of Pocomoke
DRAFT Budget 05/19/2017 Fiscal Year 2018
Version Four (4)

Combined Total of 01, 11, 22, & 61

FY 2018	
01-General Fund	257,245
01-Golf	(76,486)
11-Housing	-
22-Ambulance	11,544
61-W/S	(192,303)
Total	-

Reduced various contract labor for Valerie Mann \$30,000 per budget meeting 05/01/2017.

Reduced 01-220-00047 from \$15k to \$10k per budget meeting 05/01/2017. - Less <\$500>

Reduce line items by \$500 +/-.

Removed capital outlay (excluding police department).

Increased trash pickup from \$10 to \$15.00. Calculation 1,340 accounts x 12 months = 16,080 x \$5.00 (increase) = \$80,400.00.

Reducing the golf course and golf clubhouse revenue and expenditures by 50%.

Special miscellaneous revenue account # 01-036-36105 was created to balance the budget.

POCOMOKE CITY, MARYLAND
FEES, CHARGES, RATES, FINES, AND PENALTIES SCHEDULE
 Effective July 1, 2017

ALCOHOLIC BEVERAGE – open container

Initial fine:	\$50.00
Subsequent violations	\$100.00

ANIMAL CONTROL

Initial fine:	\$50.00
Subsequent violation:	\$100.00

BOATS AND BOATING, & BOAT DOCKING REGULATION FINES

Initial fine:	\$50.00
Subsequent violation:	\$100.00

COMMERCIAL DISTRICT MANAGEMENT AUTHORITY - Minimum \$50.00, maximum \$125.00, based on sq. ft.

PLANNING AND ZONING (fees to be paid in advance) Non-refundable

Zoning Change Application	\$550 from any zone to single family (R-1 or R-2) \$750 from any zone to any commercial, industrial, or multi-family zone (+\$15.00/acre)
Subdivision Plat	\$500 minor subdivision (up to 4 lots) \$500 + \$100/lot major subdivision (over 4 lots)
BZA Hearing	\$350 per hearing for single family use including Day Care. \$650 per hearing for multi-family, commercial, or industrial
Building Permits:	
a. Single-family residential	.0075 (3/4 x 1%) x construction cost
b. Multi-family, commercial, industrial	1.0% x construction cost, Minimum Charge \$75.00
c. Pools – same rates as building permits	
Site Plan Review (Staff or PZC):	Major (over 10,000 square feet): \$450 fee + \$35/acre Minor (10,000 square feet or less): \$300 fee Administrative: \$50

	Revisions: \$150 (Minor); \$150 + \$35/acre (major)
Annexation:	Minimum fee: The greater of (1) all charges incurred by the City (not to exceed \$50,000.00) or (2) \$1,000.
Non-specified Zoning Code Violation; First offense	\$100
Subsequent violation	\$200
HOUSING REVIEW HEARING (Appeal):	\$200
BUILDING/HOUSING CODE VIOLATION	
(unless a more specific fine reflected in this schedule)	
First violation	\$100
Subsequent violation	\$200
MOVING OR DEMOLITION FEES	
Moving/Relocating Structure Permit: Structure greater than 400 square feet (any level) or wider than ½ of any roadway to be used within the City: \$100.00.	
Insurance or deposit may be required by City Manager upon review of specific details.	
Demolition permit	\$100.00
Insurance or deposit may be required by City Manager upon review of specific details.	
Failure to obtain permit or activity not in accordance with permit – Fine	\$300
CIRCUS & EXHIBITION FEES	
Daily (Circus)	\$100
Daily (Exhibition)	\$20
ENTERTAINMENT LICENSE	\$25 per year
ANNUAL BUSINESS LICENSE	\$50 per year (non-prorated)
Business License List	\$25 each
Failure to obtain	\$100
Yard Sales (first two in year free)	\$100
HAWKERS & PEDDLERS LICENSES	
Per Day/Per Person	\$50
Per Year/Per Person	\$150
Parade	\$100
Violation – 1 st offense	150% of license fee
Subsequent offense	200% of license fee

TRANSIENT MERCHANT LICENSE

Bond	\$1,000 (waivable or reducible based on insurance or other factors)
Two-day License	\$250
Fine – each violation	\$350

RESTAURANTS- GREASE TRAP INSEPCION \$75 (any inspection)

ADMISSIONS AND AMUSEMENT TAX 5%

SOUND TRUCKS - Per Day \$50

NOISE VIOLATIONS	First Offense	\$25
	Second Offense	\$75
	Subsequent violation	\$150

RETURNED CHECK FEE \$50

GOING OUT OF BUSINESS (up to 30-day sale) \$25

GRADING, EROSION & SEDIMENT CONTROL – Worcester County Rates Apply

Rates below apply only if City is plan reviewer.

\$200 for each plan reviewed.

\$ 1 for every additional 1,000 square feet of disturbed area over 20,000 square feet up to a maximum of \$43 per acre

\$20 for refileing of plan

FLOODPLAIN MANAGEMENT PERMIT AND REVIEW – Worcester County Rates apply

Rate if County issues permit and performs required services - \$200.00

Violation of ordinance or plan specifications \$200

LOG CABIN RENTAL

January 1 – March 31

April 1 – December 31

City employee rental

Stage/Concession Building

CLOSED

\$225/day plus \$200 deposit, plus insurance

\$75/day plus and insurance

\$200/day plus \$200.00 deposit and insurance for-profit or other non-profits

\$75/day - Pocomoke non-profit groups/clubs plus insurance

PAVILION RENTAL (Either Building)

\$100 per day plus \$50 deposit and insurance

\$50 Pocomoke Non-Profit Groups, plus deposit and insurance

PARKS AND RECREATION - FINES

First Offense	\$50
Subsequent violations	\$100

HORSE STALL/TRACK RENTALS

Stall	\$90 per month
Track	\$90 per month

\$

TRASH DISPOSAL FEE

Per household or dwelling unit (except if unoccupied for 6 consecutive months or more)	\$15.00 per month
---	-------------------

FIRE PREVENTION PERMITS

Aboveground storage of hazardous material	\$25
---	------

FIRE LANE VIOLATIONS	\$100
-----------------------------	-------

OPEN BURNING VIOLATION	\$100
-------------------------------	-------

LITTERING

Except as provided below: First Offense	\$25
Subsequent violation	\$50

Littering – Grater than one pound – First Offense	\$50
Subsequent Offense	\$100

Tires, batteries, automobile parts, commercial debris, hazardous materials as defined by State or federal law –First Offense	\$250
Subsequent Offense	\$500

Grass, yard waste, clippings, etc. in street	
First Offense	\$50
Subsequent Offense	\$500

GENERAL NUISANCES

(Unless otherwise specified herein or in the Code)

First Offense	\$50
Subsequent violations	\$100

PARKING - HANDICAP RESERVED SPACE	\$100
Subsequent offense	\$200

RESIDENTIAL POULTRY PERMIT FEE	\$10
---------------------------------------	------

SIGNS – PERMIT FEE	1.0% of cost, minimum charge \$75.00
---------------------------	--------------------------------------

SIGNS-ILLEGAL OR NON-CONFORMING

(Unless otherwise specified herein or in the Code)

First Offense:	\$50
Subsequent violations	\$100

Includes signs on utility poles or structures

GRADING AND SEDIMENT CONTROL– Worcester County Rates Apply

If performed by City	\$50
----------------------	------

BASIC DOCK FEES

Seasonal (April 1 – Oct. 31)	\$700 (plus electric for heat or a/c., etc.)
Monthly Rate	\$175 (plus electric for heat, a/c etc.) \$12/day extra charge for electric to operate heat, a/c. etc.
Daily Rate	\$20 (First 2 days –then must pay at least one month \$175.00)
Off-Season rate (no live-aboard use) (Nov 1-March 31)	\$500
Holding Tank Pump-out Fee	\$10

GOLF COURSE RATES AND FEES

	Resident	Non-resident
Single Annual Pass	\$500	\$600
Family Annual Pass	\$600	\$650
High School/College Student-Annual (weekdays only, limit to age 22, full-time students only;)	\$150	\$200
Cart shed rental per year (all)	\$450	
Trail Fee for carts (all)		\$175/year or \$7.00 per use

Family means members of the same family: mother, father, and all their children under 18 living in the same household.

Persons wishing to pay annual pass fees on an installment plan may pay at the following rates:

<u>Type of Annual Pass</u>	<u>Payment Plan Amount & Date of Payment</u>	
	<u>Due July 1</u>	<u>Due January 1</u>
Single Annual Pass-City Resident or Real Property Owner	\$300	\$250
Single Annual Pass-Non-Resident/ Non-Property Owner	\$350	\$300
Family Annual Pass – City Resident or Real Property Owner	\$350	\$300
Famly Annual Pass – Non-Resident/ Non-Property Owner	\$350	\$350
Golf Cart Shed	\$300	\$250

Greens Fees:	18 holes with cart	\$30
	18 holes walking	\$20
	9 with cart	\$15
	9 holes walking	\$10
	Coupon, Military, Senior	\$25 w/cart
	Twilight after 3pm	\$20 w/cart

Charitable or non-profit group using golf course for tournament: \$7.00/entrant (whether annual pass holder or not). (Minimum 40 persons; payment required in advance for at least 40 persons). **Non-refundable.** Application must be approved 60 days in advance.

DRY NIGHTCLUB LICENSE FEE (incl. renewal fee) \$200.00
(in addition to annual business license fee)

FESTIVAL TENT USE POLICY – Non-Profit Users only

Community Festivals (Cypress, Fair)	No Charge
Other local non-profit groups/churches	\$600, City provides set-up and take-down

WEEDS/OVERGROWN YARDS, FIELDS:

If City has weeds or grass cut:	\$150 plus \$50 per acre over one acre
Subsequent offense	\$200 plus \$50 per acre over one acre

ELECTRICAL PERMIT \$100

ELECTRICAL CODE VIOLATIONS FINE \$100
(unless a more specific fine reflected in this schedule)

PLUMBING PERMIT \$100

PLUMBING CODE VIOLATIONS FINE \$100
(unless a more specific fine reflected herein)

AMBULANCE SERVICE Rates determined by Medicare Subject to change Jan. 1

ALS Base Rate (Emergency)	\$525.00
ALS II Base Rate	\$575.00
BLS Base Rate (Emergency)	\$375.00
Mileage (Billed Separately)	\$12.00 Per Loaded Mile

AMBULANCE MEMBERSHIP PLAN (PER HOUSEHOLD)

City Resident	\$75 per year
Out of City resident in service area	\$125 per year
Somerset County	\$150 per year

STREETS AND SIDEWALKS

Fine of charge not otherwise specified	
First offense	\$25
Subsequent violations	\$50
Excavation without permit	\$100
Shopping cart left on public property or Right of way	\$25
Failure to remove snow/ice	\$50

WATER FEES AND CHARGES

(New water connection charge and charge for separation of meters in existing buildings (access fee) (Per tap or connection)
This charge will apply to lots without a building for over 5 years
Residential sprinkler system connections

\$4500 single family (new construction or conversion of an existing building PLUS METER AND METER BOX)

Cost of connection labor and services, and parts

\$5500 commercial (up to 3000 sq.ft.), Industrial (up to 3000 sq.ft.), multifamily plus Meter, Meter Box & Installation.
For Commercial industrial or multi-family buildings or uses over 3000 square feet:

<u>Building Size</u>	<u>Connection Fee</u>
3,000 – 10,000 square feet	\$8,250
10,000 – 20,000 square feet	\$12,100
over 20,000 to 50,000 square feet	\$17,600
over 50,000 square feet	\$27,500

(For multi-family residential and multi-unit commercial add \$3000 per unit (new construction)).

STREET OPENING 1 Opening
Two openings may be required (one for water and One for sewer). These charges will also apply to lots with No building or houses with no sewer for 5 years or more.
UTILITY COMPANY
(street to be repaired by utility co. to city standards)

\$400 single family residential or conversion, per unit
\$700 multi-family, commercial, industrial
\$200 plus \$2 per square foot of disturbed area

WATER METER RATES

Residential water meters single family dwelling

Monthly usage/gals	0- 2,000 gal.	\$12.12 Minimum
Over 2,000		\$6.06 per M

Commercial Water Meter Rates and Multi-family

0-2,000 gal.	\$12.12 Minimum
Over 2,000 gal.	\$ 6.06 per M

WATER TURN-ON FEE

Each time week days 9:00AM -4:00 PM	\$50
After hours, holidays, weekends	\$75

WATER – More than 1 meter inspection or extra reading per year \$50

WATER/SEWER BILL LATE FEE \$12/month

PRIVATE WELLS (WITH PRIOR APPROVAL FROM MAYOR AND COUNCIL)

Initial permit fee \$1000
Annual renewal fee per well \$400

WATER RECONNECT FEE

(After disconnection and removal of water meter) \$200

Meter replacement following damage caused by tampering (eg. breaking lock on a locked meter or unauthorized meter box entering or any request by owner for a new meter. \$200 plus costs of meter/meter box replacement or repair

SEWER FEES AND CHARGES

New sewer connection or for separation of Meters in existing buildings. (Access Fee) (Per tap or connection). \$4500 single family (new construction) or conversion of existing buildings, plus Installation costs.

This charge will apply to lots without a Building for over 5 years.

\$5500 plus installation for commercial, industrial, or multi-family (up to 3,000 square feet) For Commercial industrial or multi-family buildings or uses over 3000 square feet:

Building Size	Connection Fee
3,000 – 10,000 square feet	\$ 8,250
10,000 – 20,000 square feet	\$12,100
20,000 – 50,000 square feet	\$17,600
Over 50,000 square feet	\$27,500

Multi-family (for multi-family residential and multi-Unit commercial add \$3000 per unit) new construction

SEWER RATES COMMERCIAL/ MULTI-FAMILY:

0-3,000 gal	\$23.05 Minimum
Over 3,000 gal	\$8.79 for first 3M \$7.03 for over 3M

RESIDENTIAL SEWER RATES/MONTHLY USAGE (Single Family)

0 - 3,000	\$23.05 minimum
Over 3,000 gal.	\$8.79/M first 3M, \$7.03/M over 3M

SEWER LATERAL (SERVICE LINE) REPAIRS

(When owner is responsible) \$100.00 plus cost of repairs
(See policy statement and agreement)

SEPTIC TRUCK DISPOSAL FEE

\$66/1,000 gal.
\$100/1,001 gal./sludge

NOTE FEES ARE DETERMINED ON THE FULL CAPACITY OF THE TRUCK, NOT ON THE ESTIMATED AMOUNT DELIVERD – NO EXCEPTIONS

VEHICLES AND TRAFFIC

(unless otherwise charged under State Motor Vehicle Law)

Article I General Provisions – First Offense	\$50
Non-compliance with traffic control devices	\$50
Article II- Vehicle Operation	\$50
Includes: School Crossing Guards	
Cleared vehicles	
Motorcycles	
Diesel-powered violations	
Riding on portions of vehicles	
Article III - Parking, Stopping or Standing	\$50
Article IV - Snow Emergency Plan	\$50

NOTE: Any violation of the Pocomoke City Code, where a fine or penalty is not specified herein or on the Pocomoke City Code shall be subject to the general provisions of the § 1-18 of the Pocomoke City Code.

DEPARTMENT OF PLANNING HOUSING AND ZONING PENALTY SCHEDULE

RELATED TO ZONING BUILDING, AND PROPERTY MAINTENANCE INFRACTIONS

VIOLATION TYPE	VIOLATION DESCRIPTION	HAZARDOUS CONDITION (Y OR N)	REMEDY	STIPULATED PENALTY AMOUNT (1st Violation)	2ND VIOLATION
BUILDING - FACILITY	Unsafe structure	Y	Demolish structure	\$1,000.00	\$1,000.00
BUILDING - FACILITY	Unsafe equipment	Y	Remove equipment	\$500.00	\$750.00
BUILDING - FACILITY	Unfit for occupancy	Y	Repair or demolish	\$500.00	\$750.00
BUILDING - FACILITY	Unlawful structure	Y	Remove/Repair violation	\$500.00	\$750.00
BUILDING - FACILITY	Dangerous premise/structure	Y	Demolish structure	\$1,000.00	\$1,000.00
BUILDING - FACILITY	STOP WORK ORDER - Failure to comply	Y or N	Comply with order(s)	\$200.00	\$500.00
BUILDING - FACILITY	Maintaining premise unclean, unsafe, and unsanitary	N	Clean premise	\$50.00	\$75.00
BUILDING - FACILITY	Failing to grade premise to prevent erosion, stagnant water accumulation	N	Regrade	\$50.00	\$75.00
BUILDING - FACILITY	Maintaining weeds/noxious weeds/grass in excess of 8-inches,	N	Cut weeds/grass	\$25.00	\$50.00
BUILDING - FACILITY	Maintaining rodent harborage/infestation	N	Remove harborage	\$25.00	\$50.00
BUILDING - FACILITY	Exhaust venting odors, smoke, waste on adjacent ROW, adjacent property, tenant	N	Relocate venting	\$50.00	\$75.00
BUILDING - FACILITY	Accessory structure maintained in poor condition	N	Repair or demolish	\$50.00	\$75.00
BUILDING - FACILITY	Inoperative or unlicensed vehicle, painting vehicle on premise	N	Repair and license, discontinue painting	\$50.00	\$75.00
BUILDING - FACILITY	Defacement of property, graffiti	N	Repair, clean	\$50.00	\$75.00
BUILDING - FACILITY	Swimming pool, spas, hot tubs in poor or unsafe condition	Y	Repair or remove pool, spa, or hot tub	\$500.00	\$750.00
BUILDING - FACILITY	Failing to enclose swimming pool, spas, hot tub for safety	Y	Enclose or remove pool, spa, or hot tub	\$100.00	\$200.00
BUILDING - FACILITY	Unsafe structure and/or structural components	Y	Repair or replace deficient structure(s)	\$500.00	\$750.00
BUILDING - FACILITY	Exterior surfaces prone to decay not treated	N	Clean and apply treatment	\$50.00	\$75.00
BUILDING - FACILITY	No 911 address or premise identification	N	Install 911 address or identification	\$25.00	\$50.00
BUILDING - FACILITY	Deteriorating structural member	Y	Repair or replace deficient structure(s)	\$50.00	\$75.00
BUILDING - FACILITY	Breaks and/or cracks in foundation wall	N	Repair breaks and cracks	\$50.00	\$75.00
BUILDING - FACILITY	Holes and/or breaks in exterior wall, not weather resistant	N	Repair breaks and cracks	\$50.00	\$75.00
BUILDING - FACILITY	Roof and flashing deteriorated, discharge on ROW and/or adjacent property, tenant	N	Repair, discharge to line from property	\$50.00	\$75.00
BUILDING - FACILITY	Deteriorating exterior decorative features, trimwork	N	Repair or replace deficient feature(s)	\$50.00	\$75.00
BUILDING - FACILITY	Deteriorating overhang features: canopies, signs, marquees, awnings, standpipes	N	Repair or replace deficient feature(s)	\$50.00	\$75.00
BUILDING - FACILITY	Deteriorating stairways, decks, porches, and balconies	Y	Repair or replace deficient structure(s)	\$100.00	\$200.00

DEPARTMENT OF PLANNING HOUSING AND ZONING PENALTY SCHEDULE

RELATED TO ZONING BUILDING, AND PROPERTY MAINTENANCE INFRACTIONS

VIOLATION TYPE	VIOLATION DESCRIPTION	HAZARDOUS CONDITION (Y OR N)	REMEDY	STIPULATED PENALTY AMOUNT (1st Violation)	2ND VIOLATION
BUILDING - FACILITY	Deteriorated chimneys and towers	Y	Repair or replace deficient structure(s)	\$100.00	\$200.00
BUILDING - FACILITY	Deteriorated or damaged handrails and guards	Y	Repair or replace deficient handrail or guard	\$50.00	\$75.00
BUILDING - FACILITY	Damaged glazing, skylights, door and frames	N	Repair or replace glazing, frames, door	\$25.00	\$50.00
BUILDING - FACILITY	Damaged or inoperable operable window	N	Repair or replace window, hardware	\$25.00	\$50.00
BUILDING - FACILITY	Damaged or missing insect screen (April 1 to October 1)	N	Repair or replace screen	\$25.00	\$50.00
BUILDING - FACILITY	Damaged or deteriorated basement hatchways	N	Repair or replace basement hatchway	\$25.00	\$50.00
BUILDING - FACILITY	Damaged or missing operable basement window guards	N	Repair or replace guard	\$25.00	\$50.00
BUILDING - FACILITY	Missing or damaged building security features, door and window locks	N	Repair or replace security features	\$25.00	\$50.00
BUILDING - FACILITY	Deteriorated gates, assemblies, or operating systems	N	Repair or replace gate and components	\$25.00	\$50.00
BUILDING - FACILITY	Failing to remove eviction refuse in 48-hours after eviction	N	Remove eviction refuse immediately	\$25.00	\$50.00
BUILDING - FACILITY	Failure to mitigate dead/damaged trees, landscape plantings, remove nuisance vegetation	N	Remove or replant dead/damaged vegetation, remove nuisance vegetation	\$100.00	\$200.00
BUILDING - FACILITY	Failing to remove dog waste	N	Remove dog waste immediately	\$25.00	\$50.00
BUILDING - FACILITY	Failing to maintain interior structure and equipment in good repair and sanitary condition	Y	Clean, repair, or replace deficiencies	\$50.00	\$75.00
BUILDING - FACILITY	Unsafe structure, components, anchorage, stairways, foundation systems	Y	Demolish or repair unsafe condition	\$500.00	\$750.00
BUILDING - FACILITY	Unsound or unsafe structural member / system	Y	Repair or reinforce (remedy) condition	\$500.00	\$750.00
BUILDING - FACILITY	Interior surface in disrepair, peeling / flaking paint, damaged plaster or wall or ceiling	N	Repair and repaint wall or ceiling finish	\$50.00	\$75.00
BUILDING - FACILITY	Interior stairways and walking surface in disrepair	Y	Repair stairway / walking surface	\$50.00	\$75.00
BUILDING - FACILITY	Handrails and guards in disrepair or damaged	Y	Repair or replace guards and handrail	\$100.00	\$200.00
BUILDING - FACILITY	Damaged or missing interior door and/or doorframe, improper functioning	N	Repair or replace door and/or hardware	\$25.00	\$50.00
BUILDING - FACILITY	Unsafe components of a structure	Y	Repair or replace deteriorated structure	\$500.00	\$750.00
BUILDING - FACILITY	Maintaining compromised soils/foundation, concrete, or any other structure	Y	Repair or replace deteriorated structure	\$500.00	\$750.00
BUILDING - FACILITY	Missing handrails in accordance with the building codes provisions	Y	Provide handrails when required	\$100.00	\$200.00

DEPARTMENT OF PLANNING HOUSING AND ZONING PENALTY SCHEDULE

RELATED TO ZONING BUILDING, AND PROPERTY MAINTENANCE INFRACTIONS

VIOLATION TYPE	VIOLATION DESCRIPTION	HAZARDOUS CONDITION (Y OR N)	REMEDY	STIPULATED PENALTY AMOUNT (1st Violation)	2ND VIOLATION
{BUILDING - FACILITY}	Accumulation of rubbish and garbage	N	Remove and properly dispose of rubbish/garbage	\$25.00	\$50.00
{BUILDING - FACILITY}	Improper disposal of rubbish	N	Dispose rubbish properly	\$25.00	\$50.00
{BUILDING - FACILITY}	Improper rubbish storage facilities	N	Provide proper rubbish storage facilities	\$50.00	\$75.00
{BUILDING - FACILITY}	Improper disposal of refrigerator or other appliances	Y	Dispose refrigerator properly	\$100.00	\$200.00
{BUILDING - FACILITY}	Improper disposal of garbage	N	Dispose garbage properly	\$25.00	\$50.00
{BUILDING - FACILITY}	Improper garbage storage facilities	N	Provide proper garbage storage	\$25.00	\$50.00
{BUILDING - FACILITY}	Improper or damaged garbage containers	N	Provide proper garbage containers	\$25.00	\$50.00
{BUILDING - FACILITY}	Building or facilities containing insect and/or animal/rodent infestation	N	Exterminate infestation	\$50.00	\$75.00
{BUILDING - FACILITY}	Inadequate lighting, natural and/or artificial in habitable rooms, hallways, other spaces	N	Provide adequate lighting	\$25.00	\$50.00
{BUILDING - FACILITY}	Inadequate lighting in common halls and stairways	N	Provide min. 60 Watt lighting at all	\$25.00	\$50.00
{BUILDING - FACILITY}	Inadequate lighting for maintenance and cleaning in all other spaces	N	Provide lighting for	\$25.00	\$50.00
{BUILDING - FACILITY}	Inadequate natural ventilation in habitable room (openable window)	N	Provide one openable window	\$25.00	\$50.00
{BUILDING - FACILITY}	Inadequate ventilation (mechanical or natural) in bathrooms and toilet rooms	N	Provide mechanical or natural	\$50.00	\$75.00
{BUILDING - FACILITY}	Providing cooking facilities in unapproved rooming unit or dorm unit	N	Removing cooking facilities or obtain	\$100.00	\$200.00
{BUILDING - FACILITY}	Adequate exhaust of fumes, noxious gases, mist	N	Provide local exhaust of gases, fumes	\$100.00	\$200.00
{BUILDING - FACILITY}	Inadequate dryer exhaust, improper dryer exhaust installation	Y	Install exhaust per manufacturer	\$100.00	\$200.00
{BUILDING - FACILITY}	Inadequate privacy: dwelling, hotel units, housekeeping units, dorm units, and adjacent spaces	N	Reorganize units or otherwise provide for privacy of units and adjacent spaces	\$100.00	\$200.00
{BUILDING - FACILITY}	Inadequate habitable room widths / inadequate kitchen passageway	N	Provide 7ft. Minimum room width for habitable room and 3ft passageway for kitchens	\$100.00	\$200.00
{BUILDING - FACILITY}	Inadequate ceiling height in habitable spaces	N	Provide minimum of 7ft clear ceiling height in habitable spaces	\$100.00	\$200.00
{BUILDING - FACILITY}	Inadequate bedroom and living requirements (area, access, prohibited occupancy)	N	Provide adequate area and access / remove prohibited occupancy	\$100.00	\$200.00
{BUILDING - FACILITY}	Overcrowding	Y	Remove / relocate occupants	\$200.00	\$400.00
{BUILDING - FACILITY}	Inadequate area, equipment, requirements for an efficiency unit	N	Provide for all requirements for efficiency	\$200.00	\$400.00
{BUILDING - FACILITY}	Inadequate food preparation area, room, or space	Y	Remove or provide for all requirements	\$200.00	\$400.00
{BUILDING - FACILITY}	Inadequate plumbing facilities	Y	Provide essential plumbing facilities and access	\$200.00	\$400.00

DEPARTMENT OF PLANNING HOUSING AND ZONING PENALTY SCHEDULE

RELATED TO ZONING BUILDING, AND PROPERTY MAINTENANCE INFRACTIONS

VIOLATION TYPE	VIOLATION DESCRIPTION	HAZARDOUS CONDITION (Y OR N)	REMEDY	STIPULATED PENALTY AMOUNT (1st Violation)	2ND VIOLATION
BUILDING - FACILITY	Inadequate toilet facilities, lack of privacy, inadequate toilet facility flooring	Y	Provide for all requirements of toilet facilities	\$200.00	\$400.00
BUILDING - FACILITY	Maintaining improperly functioning plumbing fixtures, inadequate clearances, plumbing system hazards	Y	Repair or replace defective fixtures, install all fixtures with adequate clearances	\$200.00	\$400.00
BUILDING - FACILITY	Improper water supply, contamination hazard, inadequate water heating facilities	N	Repair or replace defective fixtures/facilities	\$200.00	\$400.00
BUILDING - FACILITY	Improper sanitary drainage systems, grease interceptors, inadequate maintenance	N	Repair, replace fixtures/facilities, properly maintain	\$500.00	\$750.00
BUILDING - FACILITY	Stormwater drainage discharging and creating a nuisance	N	Relocate or mitigate for discharge	\$100.00	\$200.00
BUILDING - FACILITY	Inadequate heating facilities (October 1 - April 1)	N	Provide adequate heating facilities	\$500.00	\$750.00
BUILDING - FACILITY	Inadequate venting, clearances, safety control of mechanical appliances	Y	Replace or provide for adequate venting, safety controls, clearances of	\$500.00	\$750.00
BUILDING - FACILITY	Inadequate electrical service, maintenance of electrical hazards, improper equipment	Y	Replace electrical service, remove hazards	\$500.00	\$750.00
BUILDING - FACILITY	Inadequate electrical equipment: lighting fixtures, outlets, features	Y	Repair, replace electrical features	\$500.00	\$750.00
BUILDING - FACILITY	Inadequate elevator, escalator, dumbwaiters or in state of disrepair	N	Repair or replace deficient feature(s)	\$500.00	\$750.00
BUILDING - FACILITY	Inadequate ductwork, obstructions, ductwork in state of disrepair	N	Repair or replace deficient feature(s)	\$100.00	\$200.00
BUILDING - FACILITY	Inadequate means of egress, obstruction in egress, lack of emergency escape opening	Y	Modify egress, remove obstructions, provide adequate escape	\$500.00	\$750.00
BUILDING - FACILITY	Inadequate/damaged fire resistance construction features, opening protectives	Y	Repair or provide fire resistant	\$500.00	\$750.00
BUILDING - FACILITY	Inadequate fire protection systems, failure to maintain systems, alarms, and components	Y	Repair or provide adequate fire protection systems and components, alarms	\$500.00	\$750.00
DEVELOPMENT - CONSTRUCTION	Failure to obtain an approved residential rental license.	N	Obtain an approved residential rental license	\$100.00	\$200.00
DEVELOPMENT - CONSTRUCTION	Failure to obtain an approved residential rental inspection	N	Obtain an inspection	\$100.00	\$200.00
DEVELOPMENT - CONSTRUCTION	Failure to obtain an approved inspection waiver in accordance with § 98-4 (E)	N	Obtain an approved waiver or approved residential rental license	\$50.00	\$75.00
DEVELOPMENT - CONSTRUCTION	Suspended residential rental license	N	Reinstatement of suspended residential rental license	\$50.00	\$75.00

DEPARTMENT OF PLANNING HOUSING AND ZONING PENALTY SCHEDULE

RELATED TO ZONING BUILDING, AND PROPERTY MAINTENANCE INFRACTIONS

VIOLATION TYPE	VIOLATION DESCRIPTION	HAZARDOUS CONDITION (Y OR N)	REMEDY	STIPULATED PENALTY AMOUNT (1st Violation)	2ND VIOLATION
DEVELOPMENT - CONSTRUCTION	Revocation of a residential rental license	N	Reinstatement of revoked residential rental license	\$500.00	\$750.00
DEVELOPMENT - CONSTRUCTION	Failure of terms of licensing	N	Abide by terms of the license	\$50.00	\$75.00
DEVELOPMENT - CONSTRUCTION	Failing to remit residential rental renewal fee (30-days from date of due date)	N	Remit payment within deadline	\$50.00	N / A
DEVELOPMENT - CONSTRUCTION	Failing to obtain an approved building permit before start of any development	Y or N	Obtain an approved building permit	\$500.00	750.00
DEVELOPMENT - CONSTRUCTION	STOP WORK ORDER - Failure to comply	Y or N	Comply with order(s)	\$750.00	1,000.00
DEVELOPMENT - CONSTRUCTION	Failing to obtain an approved historic area work permit before start of any development	Y or N	Obtain an Historic Commission approval	\$500.00	750.00
DEVELOPMENT - CONSTRUCTION	Failed or Missed Inspection(s)	Y or N	Obtain inspection(s)	\$50.00	75.00
DEVELOPMENT - CONSTRUCTION	Failing to obtain and approved Certificate of Occupancy (Temporary or Final)	Y or N	Obtain all inspections and approved Certificate	\$500.00	750.00
DEVELOPMENT - CONSTRUCTION	Maintaining unsafe structure(s) and / or equipment(s)	Y	Remove, replace, or otherwise remedy unsafe condition	\$750.00	1,000.00
DEVELOPMENT - CONSTRUCTION	All other unlawful acts (Uncategorized)	Y or N	Remove, replace, or otherwise remedy violation(s)	\$500.00	750.00
DEVELOPMENT - CONSTRUCTION	Damaging or tampering with public water meter and / or sewer	Y or N	Payment of fine and cost of repair	\$500.00	750.00
DEVELOPMENT - CONSTRUCTION	RESERVED				

To CAROL -
Correspondence

Dear Esnie,

We want to thank you again
for your donation of a gift
certificate for four rounds of
golf at Winter Quarters for our
silent auction fundraiser.

We appreciate your support.

Sincerely,
The Board of Directors,
Barbara Randall,
Secretary

May 16, 2017

To whom it may concern:

I am requesting to be placed on the agenda for the council meeting scheduled for May 22, 2017 at 6:30 p.m. I would like to present a petition from the people of Pocomoke to permanently close the Winter Quarters Golf Course. I would also like to address the proposed trash fee increase and other concerns that I have.

In addition, I have been made aware of a petition to keep the golf course open. I have reason to believe that some of those signatures are from people that may not be residents living within town limits or even in Pocomoke at all. I would like to address this. I appreciate your consideration.

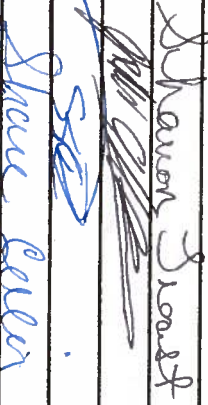
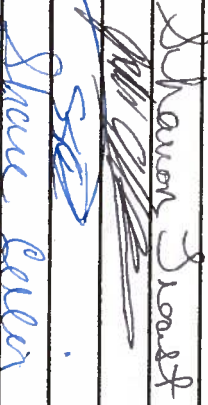
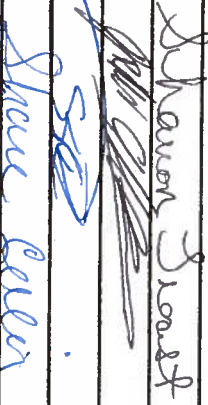
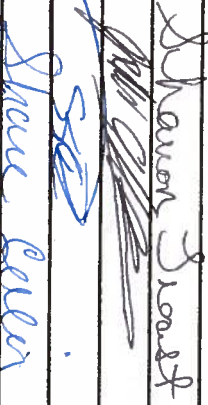
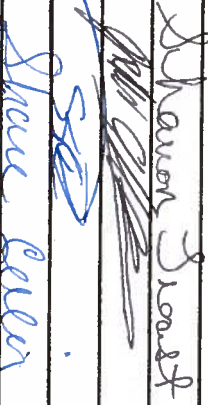
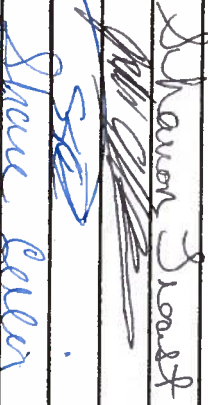
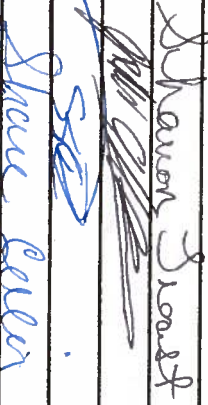
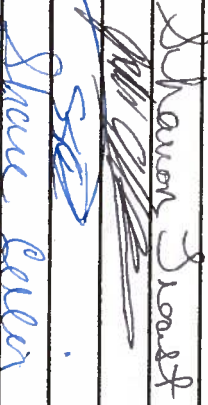
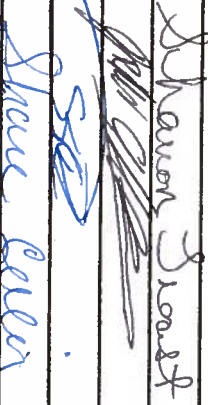
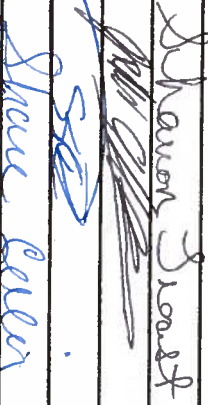
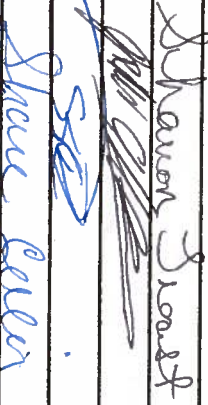
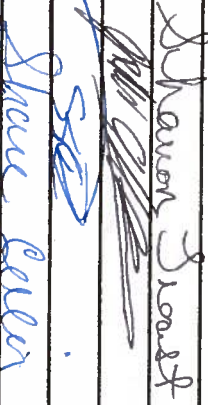
Duane Durham

POCOMOKE CITY PETITION

Closing of Winter Quarters Golf Course

May 2017

We, the undersigned citizens of Pocomoke City request that the Pocomoke City Council close the Winter Quarters Golf Course permanently. This recreational facility has cost the City taxpayers over \$100,000 annually for over 20 years.

Printed Name of Citizen	Address	Signature	Telephone	Date Signed
Shannon Troast	903 Walnut Street		443-346-8763	5/17/17
Joshua Seth Weichmann	504 Eighth Street		410-603-7267	5/18/17
Sebastian Cartwright	809 8th Street		443-783-1015	5/18/17
Sharon Collins	18 Cotuit St		443-365-5377	5/18/17
Donna Cartwright	405 Linden Ave		302-283-6164	5/18/17
Taryn cupes	703 Hunter St		443-297-7022	5/18/17
Natalie Cartwright	711 Seaward St		302-393-9170	5/18/17
Monale Blegen	710 10th St, Apt 500		443-735-6821	5/18/17
Carlton Cartwright, Jr	405 Linden Avenue		443-235-0860	5/18/2017
Tatum Townsend	601 Homewood Dr.		757-709-4439	5/18/2017
Carlton Cartwright, Sr	711 2nd St		443-783-2452	5/18/17
Shelwyn Turner	601 Homewood Dr.		443-619-2445	5/18/17

POCOMOKE CITY PETITION

Closing of Winter Quarters Golf Course

May 2017

We, the undersigned citizens of Pocomoke City request that the Pocomoke City Council close the Winter Quarters Golf Course permanently. This recreational facility has cost the City taxpayers over \$100,000 annually for over 20 years.

Printed Name of Citizen	Address	Signature	Telephone	Date Signed
PAUL TRASTUE	903 W. AUSTIN ST	Paul A. Trastue	443-365-4464	18 May 2017
Shannon Shannon Bologna	1511 Princess Anne Ln	Shannon Bologna	443-783-10796	5-10-17
LINDA M. WOOTEN	763 CEDAR ST	Pocomoke City, Linda	443-235-8132	5/15/17
Robby Rieftshen	19 Clever Ave	Pocomoke City	410-251-7916	5/15/17
MARGARET McDOBBELL	28 SORTERSSET AVE	Margaret McDoBell	257-874-5116	5-17-17
DEBBIE MILLER	28 SORTERSSET AVE	Debbie Miller	443-365-7194	5-17-17
Randolph Michalski	1334th person kend	Randolph Michalski	443-559-4106	5-12-17
Robin Tatterson	105 Bayne Rd, Pocomoke	Robin Tatterson	410-251-3205	5-10-17
Terry D. Summers	686 Townsend Dr.	Terry D. Summers	410-482-0782	5/19-17
Alexander Gramas	14 Front Street	Alexander Gramas	443-614-6827	19-May 2017
Amanda Weeks	501 Walnut Street	Amanda Weeks	440-003-5737	19-May 2017

POCOMOKE CITY PETITION

Closing of Winter Quarters Golf Course
 May 2017

We, the undersigned citizens of Pocomoke City request that the Pocomoke City Council close the Winter Quarters Golf Course permanently. This recreational facility has cost the City taxpayers over \$100,000 annually for over 20 years.

Printed Name of Citizen	Address	Signature	Telephone	Date Signed
Debbie Davis	4DD DODVA Rd.	<i>Debbie Davis</i>	410-268-8708	5/17/17
BRIGIDA LINTON	3 2nd St.	<i>Brigida Linton</i>	410-603-2897	5/17/17
Jane Roberts	815 2nd St	<i>Jane Roberts</i>	410-422-0019	5/17/17
Avery Ballard	815 2nd St	<i>Avery Ballard</i>	410-422-0019	5/17/17
Melvon Brown	10.516th st	<i>Melvon Brown</i>	443-513-0513	5/17/17
Domonique Bice	408 Oxford St	<i>Domonique Bice</i>	410-957-0983	5/18/17
Paradise Jordan	1018 Clarke Ave	<i>Paradise Jordan</i>	410-936-9057	5/18/17
Omni Bice	910 Acorn Circle	<i>Omni Bice</i>	410 726 3548	5-18-17
Noeman Clayborne	"910 Acorn Circle"	<i>Noeman Clayborne</i>	410 726 3537	5-18-17
Lynthia Rowes	"910 Acorn Circle"	<i>Lynthia Rowes</i>	443 859 2282	5-18-17
Luis Rowes	"910 Acorn Circle"	<i>Luis Rowes</i>	443-859-2291	5-18-17
Anthony Randolph	108 Orono St.	<i>Anthony Randolph</i>	443-366-1405	5-18-17
Hannah Thomas	1311 Dorchester Ave	<i>Hannah Thomas</i>	443-735-6616	5-19-17

POCOMOKE CITY PETITION

Closing of Winter Quarters Golf Course
May 2017

We, the undersigned citizens of Pocomoke City request that the Pocomoke City Council close the Winter Quarters Golf Course permanently. This recreational facility has cost the City taxpayers over \$100,000 annually for over 20 years.

Printed Name of Citizen	Address	Signature	Telephone	Date Signed
Norma Van Ess	203 Center St	Norma Van Ess	410-726-0861	5/5/17
AROLYN HOFFMAN	703 MARKET ST.	Cynthia Hoffman	410-726	5/6/17
RONNIE WHITE	801 W MARKET ST	Ronnie White	443-783-7839	5/6/17
William Holman	802 Fourth	William Holman	410-603-1944	5/6/17
Janice Miller	507 Market	Janice Miller	-	5/6/17
Augusta Ray, Sr	726 10th St	Augusta Rayfield	380 537 4119	5/12/17
Glenn Bennett	1210 Market St apt D-1	Glenn Bennett	443 894 2338	5/12/17
KAREN KILSEY	1856 New Bedford Rd	Karen Kelsey	443-235-5531	5/12/17
Miriam J. Lane	103 4th St	Miriam J. Lane	443-785-0717	5/12/17
William Ward Sr.	1003 Market St	Bill G. Ward	410 957 0111	5/14/17
Walter Ward Sr.	13 PARKER	Bill Ward	410 957 0111	5/19/17
Norma Christy	215 14th St	Norma Christy	443-783-6065	5/19/17
Doreen Toll	907 Reed St.	Doreen Toll	410-957-2496	5/19/17
Elizabeth Taylor	506 Walnut St	Eleanor Lydon	410-957-5759	5/19/17
Kathleen Lydon	502 Walnut St	Kathleen Lydon	410-957-4249	5/19/17

POCOMOKE CITY PETITION

Closing of Winter Quarters Golf Course

May 2017

We, the undersigned citizens of Pocomoke City request that the Pocomoke City Council close the Winter Quarters Golf Course permanently. This recreational facility has cost the City taxpayers over \$100,000 annually for over 20 years.

Printed Name of Citizen	Address	Signature	Telephone	Date Signed
G. ROSE TAYLOR	1407 SNOW HILL LN	G. Rose Taylor	757-990-2218	7 MAY 17
Richard Collins	105 15th St	Richard Collins	443-783-3908	May 7, 2012
Jonathan East	611 Holiday Drive	Jonathan East	410-251-7278	May 7 2017
Barney Sharpney	607 Bedford St	Barney Sharpney	443-783-1204	May 7, 2017
TRACEY HICKS	607 Oxford St	Tracey Hicks	443-983-4170	MAY 7 2017
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
STEVEN DENNY	740 S. CROMDEN HILL DR	Steven Denny	418-422-4103	MAY 7 2017
DEBORAH H. WEBB	449 WINDEN AVE. RT 301	Deborah H. Webb	410-957-1468	MAY 7, 2017
Norma Knicht	409 Garden Dr. #302	Norma Knicht	410-957-3791	May 7, 2017
Betty Jenkins	1504 Seawalk Dr	Betty Jenkins	410-957-1651	May 7 2017
Linda Jenkins	404 Linden Ave	Linda Jenkins	410-957-3445	May 7, 2017
Dawn Sparrow	1405 Princess Anne Lane	Dawn Sparrow	410-957-4469	May 7, 2017
FORREST SOUTH	1505 Princess Anne Ln	Forrest South	757-710-3005	5/7/17
BRUCE M COTMAN	765 Market Street	Bruce M Cotman	410-957-4886	5/7/2017
Amber Denny	337 Winter Quarters Dr.	Amber Denny	443-944-1602	5/8/2017

POCOMOKE CITY PETITION

Closing of Winter Quarters Golf Course

May 2017

We, the undersigned citizens of Pocomoke City request that the Pocomoke City Council close the Winter Quarters Golf Course permanently. This recreational facility has cost the City taxpayers over \$100,000 annually for over 20 years.

Printed Name of Citizen	Address	Signature	Telephone	Date Signed
James Reese	3 Clara Ave	James Reese	443-953-0403	5/5/17
Christine Kellogg	913 Robert St.	Christine Kellogg	757-894-5729	5/5/17
Mike A. Kellogg	913 Walnut St	Mike S. Kellogg	257-694-5229	5/5/17
Justin Wright	1407 Snowwill Lane	Justin Wright	443-735 5546	5/5/17
Amanda Wright	1407 Snowhill Ln.	Amanda Wright	410-208-8468	5/5/17
Yvonne Bruce	20 14th St	Yvonne Bruce	410-987-1398	5/5/17
Kathleen Healey	1511 Market St.	Kathleen Healey	410-957-3625	5/5/17
Yvonne Bruce	1 Central Ave	Yvonne Bruce	410-957-6791	5/5/17
Chris Kelly	1001 Markt-St.	Chris Kelly	443-880-7280	5/5/17
Arin Healey	1001 Market St	Arin Healey	443-880-10100	5/5/17
Duane Durham	337 Winter Quarters Dr.	Duane Durham	410-603-7204	5/5/17
Verdon White	214 11th St	Verdon White	443-944 4579	5/5/17
Sewell Cropper	316 -Sierra Way	Sewell Cropper	443-523-5231	5-6-17
Rebeka DeFre	316 Sierra Way	Rebeka DeFre	443-346-3734	5-6-17
Cora Merrill	316 Greenway	Cora Merrill	443-944-7105	5-6-17
Charma Quick	806 Market St	Charma Quick	410-726-0152	5-6-17

POCOMOKE CITY PETITION

Closing of Winter Quarters Golf Course

May 2017

We, the undersigned citizens of Pocomoke City request that the Pocomoke City Council close the Winter Quarters Golf Course permanently. This recreational facility has cost the City taxpayers over \$100,000 annually for over 20 years.

Printed Name of Citizen	Address	Signature	Telephone	Date Signed
Timothy Peccurro	110 8th St	<i>Timothy Peccurro</i>	410-713-9238	5/5/17
Lina West	912 Market St	<i>Lina West</i>	457-761-9338	5/5/17
JOHN ROBINSON	100 FEAST ST	<i>John Robinson</i>	443-944-5237	5/5/17
RICHARD DOWE	6 SOMERSET AVE	<i>Richard Dowe</i>	301-832-7080	5/5/17
Amanda Poole	214 14th Street	<i>Amanda Poole</i>	443-614-6210	5-5-17
Richard Poole	214 14th Street	<i>Richard Poole</i>	757-894-2297	5-5-17
Karna Masteller	902 Lynhaven Dr	<i>Karna Masteller</i>	410-845-5037	5-5-17
Kristen Puchovski	906 Lynhaven Dr	<i>Kristen Puchovski</i>	757-694-1588	5-5-17
Kristina Downing	1314 Snow Hill Ln	<i>Kristina Downing</i>	457-894-8502	5-5-17
Carthay Duncan	1314 Snow Hill Ln	<i>Carthay Duncan</i>	443- 944 -0717	5-5-17
Chesie Scarborough	1319 Snow Hill Ln	<i>Chesie Scarborough</i>	757-894-0174	5/5/17
Big Nelson	1319 Snow Hill Ln	<i>Big Nelson</i>	410-430-3370	5/5/17
Tracy Groszehl	602 8th St Pocomoke	<i>Tracy Groszehl</i>	410-603-2317	5/5/17
Sebastian Cartwright	809 8th St Pocomoke	<i>Sebastian Cartwright</i>	443-783-1015	5/5/17
Aaron Adkins	212 14th St Pocomoke	<i>Aaron Adkins</i>	410-430-9231	5/5/17
Phillip Adkins	212 14th St Pocomoke	<i>Phillip Adkins</i>	410-430-8435	5/5/17

David Justice

21 Somerset Ave Pocomoke

David Justice

410-713-5406

5/5/17

POCOMOKE CITY PETITION

Closing of Winter Quarters Golf Course

May 2017

We, the undersigned citizens of Pocomoke City request that the Pocomoke City Council close the Winter Quarters Golf Course permanently. This recreational facility has cost the City taxpayers over \$100,000 annually for over 20 years.

Printed Name of Citizen	Address	Signature	Telephone	Date Signed
Justin Harmon	1405 Market St	<i>[Signature]</i>	157-894-8843	5/7/17
Leslie Moore	8681 Broadley Rd	<i>[Signature]</i>	443-621-4380	5/7/17
Rhine Brithingham	1507 cedar street	<i>[Signature]</i>	443-754-1351	5/7/17
James Banneville	2435 Stockton R	<i>[Signature]</i>	443-921-6557	5/9/17
Marber's Millbourne	1311 Dorchester ave	<i>[Signature]</i>	443-859-1732	5/7/17
Theresa Ridgway	1311 Dorchester ave	<i>[Signature]</i>	443-783-2790	5/7/17
Michael Wray	506 Moore St.	<i>[Signature]</i>	443-239-0731	5/7/17
Quavis Hayes	718 9th St	<i>[Signature]</i>	443-365-0477	5/7/17
Delon Hayes	718 9th street	<i>[Signature]</i>		5-7-17
Tim moose	601 Young St.	<i>[Signature]</i>	443-365-4116	5-7-17
Genevieve Douglas	616 kassel St	<i>[Signature]</i>	410-957-0992	5-7-17
Kamryn White	507 Calhoun St	<i>[Signature]</i>	443-614-3004	5/7/17
Kiara Braden	737 9th Street	<i>[Signature]</i>	443-953-0087	5/7/17
Everette Summerville	920 Second Street	<i>[Signature]</i>	410-845-8225	5/7/17
Tyronne Matthews	930 Second Street	<i>[Signature]</i>	410-324-0717	5/7/17

POCOMOKE CITY PETITION

Closing of Winter Quarters Golf Course

May 2017

We, the undersigned citizens of Pocomoke City request that the Pocomoke City Council close the Winter Quarters Golf Course permanently. This recreational facility has cost the City taxpayers over \$100,000 annually for over 20 years.

Printed Name of Citizen	Address	Signature	Telephone	Date Signed
Kari Ruffing	2301 Woodland Ct ^{Pocomoke MD 21851}	Kari Ruffing	757-844-6196	5/8/17
KATHIE WILT	1403 PRINCESS ANNE LN ^{Pocomoke MD 21851}	KATHIE WILT	443-953-0037	5/8/17
William Young Jr	1314 Princess Anne Ln	William Young	410-713-8980	5-8-17
MAGIN HOLLAND	237 MORGAN CT	MAGIN HOLLAND	443-735-3831	5/8/17
Woody Locklear	237 MORGAN CT	Woody Locklear	757-894-0611	5/8/17
Susan R. Ruwe	120 Market St	Susan R. Ruwe	957-628-0918	5/5/17
Lynda Wiland	103 Payne Ave ^{Pocomoke City MD 21851}	Lynda Wiland	443-859-4388	5/8/17
Dee Watson	706 10th St Pocomoke	Dee Watson	410-951-9415	5/9/17
Sharon Twitt	413 Market St	Sharon Twitt	410-422-6434	5/4/17
Sharon Hall	413 Market St	Sharon Hall	443-375-9343	5/8/17
Haylee Hall	413 Market St	Haylee Hall	443-392-7497	5/8/17
JASON HART	210 11th St.	JASON HART	757-874-0965	5-8-17
JASON WILSON	1511 PRINCESS ANNE LN	JASON WILSON	410-430-1910	5-9-17
Sammy	102 BIRCH CEM	Sammy	410-957-1016	5-7-17
Shayna Sterling	210 11th St.	Shayna Sterling	443-735-4642	5-9-17

POCOMOKE CITY PETITION

Closing of Winter Quarters Golf Course

May 2017

We, the undersigned citizens of Pocomoke City request that the Pocomoke City Council close the Winter Quarters Golf Course permanently. This recreational facility has cost the City taxpayers over \$100,000 annually for over 20 years.

Printed Name of Citizen	Address	Signature	Telephone	Date Signed
Jay Quick	806 market St	Jay Quick	410-430-4857	5/6/17
Jerry Rubens ml	4141 Dudley Ave	Jerry Rubens	410 443-577-9205	5/6/17
MARIE DURHAM	839 Ocean View	Marie Durham	410-957-3135	5/6/17
ASHLEY EAST	1511 Linden Dr.	Ashley East	443 391 2837	5/7/17
Margaret East	1511 Linden Dr	Margaret East	443-397-2144	5/7/17
Brodie Nelson	1314 Princess Anne Ln	Brodie Nelson	443-523-2194	5/7/17
Traavis Couger	888 White Oaks Ln.	Traavis Couger	443-783-9135	5/7/17
Julie Couger	888 White Oaks Ln	Julie Couger	751-710-2525	5/7/17
Jail Forcier	820 White Oaks Ct	Jail Forcier	443-614-7958	5/7/17
Sharon Forcier	820 White Oaks Ct.	Sharon Forcier	443-735-7487	5/7/17
Brian Swain	813 White Oaks Ln	Brian Swain	257-894-9364	5/7/17
Shay Spencer	102 Brentwood Circle	Shay Spencer	410-400-8444	5/7/17
Megan Windsor	619 Walnut St	Megan Windsor	410-603-072	5/7/17
Tom Nishid	619 Walnut St	Tom Nishid	410 845 1399	5/7/17
JOHN MUNZER	1 Central Ave	John Munzer	410 497 2190	5/7/17

POCOMOKE CITY PETITION

Closing of Winter Quarters Golf Course

May 2017

We, the undersigned citizens of Pocomoke City request that the Pocomoke City Council close the Winter Quarters Golf Course permanently. This recreational facility has cost the City taxpayers over \$100,000 annually for over 20 years.

Printed Name of Citizen	Address	Signature	Telephone	Date Signed
Tavis Agres	205 Laurel St	<i>Tavis Agres</i>	443-397-0729	5/8/17
Peggy R. Taylor	419 Linden Ave #408	<i>Peggy R. Taylor</i>	410-957-0577	5/8/17
Donald A. Taylor	409 Linden Ave Apt 405	Donald A. Taylor	410-957-0577	5/8/07
Melinda Baywell	928 Second St Pocomoke	<i>Melinda Baywell</i>	410-957-3036	5/18/17
DEAN LOSS	928 Second St Pocomoke	<i>Dean Loss</i>	410-957-3036	5-8-17
Martin (orain)	605 MKT ST.	<i>Martin (orain)</i>	410-957-3384	5/11/17
Shobbe Brownell	600 Market St	<i>Shobbe Brownell</i>	410-957-0676	5/8/17
KATHY HORLEY	210 Market 4th St.	<i>Kathy Horley</i>	443-366-1076	5-8-17
Michael Baker	1405 Mullet Street	<i>Michael Baker</i>	443-2937-7185	5-8-17
MARGAL WASHINGTON	604 Second Street	<i>MARGAL WASHINGTON</i>	410-430-5415	5-8-17
Sam Smith	613 Mullet St	Sam Smith	410-450-5194	5/8/17
Tony Cl Jearl	132 Fifth Street	<i>Tony Cl Jearl</i>	443-523-0525	5/8/17
Geoffrey J. Wright	1407 Snowhill Ln.	<i>Geoffrey J. Wright</i>	410-422-1083	5/10/17
Neil [unclear]	712 Cedar St	<i>Neil [unclear]</i>	410-957-4623	5/10/17
Eric Nemson	712 Cedar St	<i>Eric Nemson</i>	410-903-9156	5/10/17

POCOMOKE CITY PETITION

Closing of Winter Quarters Golf Course

May 2017

We, the undersigned citizens of Pocomoke City request that the Pocomoke City Council close the Winter Quarters Golf Course permanently. This recreational facility has cost the City taxpayers over \$100,000 annually for over 20 years.

Printed Name of Citizen	Address	Signature	Telephone	Date Signed
Raymie Smith	600 Cedar St	Raymie Smith	443-735-2431	5-7-17
Conner Ducean	1403 market-st	Conner Ducean	443-785-4761	5-7-17
Alberts Whitney	600 Cedar St	Alberts Whitney	443-735-0430	5-7-17
NADINA BONDREVILLE	1407 cedar st.	NADINA BONDREVILLE	443-953-0525	5-9-17
Josothy Beavis	110 8TH ST.	Josothy Beavis	410-713-9237	5-11-17
Teresa Bateman	909 Acorn Circle	Teresa Bateman	751-612-0355	5-11-17
ANSEL NICHOLS	2046 Cotton Pkg	ANSEL NICHOLS	410-957-2844	5-11-17
Frank Bateman	909 Acorn Circle	Frank Bateman	443-783-7141	5/12/17
Natalie Turner	2302 Woodland Ct	Natalie Turner	443-783-3481	5/12/17
Eric Turner	2302 Woodland Ct	Eric Turner	410-726-1190	5/12/17
NIDIE WATSON	1702 FINCH STREET	NIDIE WATSON	571-010-9328	5/10/17
Stacy Westbrock	5016 8th St	Stacy Westbrock	410-430-1823	5-17-17
Robert Todd Sr.	5016 8th St	Robert Todd Sr.	410-451-0410	5-17-17
Sill	1509 Cedar Run	Sill	757-894-7482	5-17-17
Kim Boyd	400 Old Va. Rd	Kim Boyd	410-222-6546	5-17-17

POCOMOKE CITY PETITION

Closing of Winter Quarters Golf Course

May 2017

We, the undersigned citizens of Pocomoke City request that the Pocomoke City Council close the Winter Quarters Golf Course permanently. This recreational facility has cost the City taxpayers over \$100,000 annually for over 20 years.

Printed Name of Citizen	Address	Signature	Telephone	Date Signed
Dorothy Conced	708 Cedar St	<i>[Signature]</i>	410-957-2004	5-10-17
Shirley McGettack	708 Cedar St	<i>[Signature]</i>	410-957-2004	5-10-17
Juanita ENT	708 Cedar St	<i>[Signature]</i>	410-957-2004	5-10-17
Constance Pollock	228 Morgans Ct	<i>[Signature]</i>	443-944-2577	5-10-17
Melissa Toledo	4 Wondy Ct	<i>[Signature]</i>	410-202-9005	5-10-17
Patrice Timmons	4 Bradley Ct	<i>[Signature]</i>	443-240-2340	5-10-17
Donald Turner	407 Walnut St	<i>[Signature]</i>	443-235-3550	5/11/17
Alwyn Evans	206 Walnut St	<i>[Signature]</i>	443-859-7502	5/11/17
Amber Mason	460 market st	<i>[Signature]</i>	457-894-1190	5/11/17
Shondell Holland	506 Bonnell Ave	<i>[Signature]</i>	443-397-1211	5/11/17
Laura Komos	1306 Dorchester Ave	<i>[Signature]</i>	410-430-3255	5/15/17
Beverly Conner	1316 Dorchester Ave	<i>[Signature]</i>	410-726-0028	5/13/17
Herman White	214 West St	<i>[Signature]</i>	410-957-6372	5/15/17
Wesley Hoiney	210 Seventh St.	<i>[Signature]</i>	443-306-7113	5/17/17
George Tyndall	19 Somerset Ave	<i>[Signature]</i>	446-957-2919	5-17-17

POCOMOKE CITY PETITION

Closing of Winter Quarters Golf Course

May 2017

We, the undersigned citizens of Pocomoke City request that the Pocomoke City Council close the Winter Quarters Golf Course permanently. This recreational facility has cost the City taxpayers over \$100,000 annually for over 20 years.

Printed Name of Citizen	Address	Signature	Telephone	Date Signed
Ronald W. Durham	839 Ocean Hwy Pocomoke Md 21857	Ronald W. Durham	410-603-6100	05-04-2017
JUDITH A. EVANS	1401 MARKET ST MD 21851	J A Evans	443-437-7780	05-04-2017
Eric R. Trego	121 Dorchester Ave Pocomoke Md 21851	[Signature]	443-783-2616	5-4-2017
MARY D. KYUCH	2414 th St Pocomoke City Md 21857	Mary D. Kyuch	416-226-8329	5-4-2017
John Lynch	2414 th St Pocomoke City Md 21857	[Signature]	410-959-6767	5-4-2017
John Lynch	1401 Lin Den Drive	[Signature]	443-959-1790	5-4-2017
Dixie Davis	1403 Linden Dr, Pocomoke	Hive Davis	410-857-4113	5-4-17
Suann Poto	1316 Dorchester Ave Pocomoke Md 21851	Suann Poto	410-251-6780	5-4-17
Diana Hall	414 18th Street Pocomoke Md 21851	Diana's Hall	443-365-5794	5-4-17
Scott Mitchell	1518 Cedar St Pocomoke Md 21851	[Signature]	410-202-9065	5-5-17
Thekla Brittingham	403 Old Virginia Rd Pocomoke Md 21851	Thekla Brittingham	443-437-7379	5-5-17
Debbie Golt	24 Somerset Ave	Debbie Golt	416-952-1614	5-5-17
Thomas K. Golt Sr	24 Somerset Ave	Thomas K. Golt Sr	410-952-1014	5-5-17
MARK NOTO	1316 Dorchester Ave	Mark Noto	443-890-7671	5-5-17
Barbara Limentha Ross	3 Clarke Ave	Barbara Ross	443-614-5458	5/6/17

5-19-17

Dear Mayor & Council:

As a spokesman for the residents of the Winter Quarters Drive, Greenway Ave. and Meadow Lane area we request to have three of our homeowners address the Council. They will address our concerns with the possible closure of Winter Quarters Golf Course, along with our plans to have the course designated as a National Historic Site and several marketing plans for the Course and area businesses. The speakers are:

- 1) Jim Corington - Concerns
- 2) John Rentas - Marketing ideas
- 3) Carol Strub. - Preservation Plans

We would appreciate your consideration in this matter.

Sincerely
Jim Corington



Maryland Department of Environment
Water Management Administration
Compliance Program - Eastern Division
407 Race St, Cambridge, MD 21613
410-901-4020

AI ID: 18826 **Inspector:** Randy Denny

Site Name: Pocomoke City WWTP
Facility Address: 1634 Dunn Swamp Rd, Pocomoke City, MD 21851
County: Worcester County

Inspection Date: May 9, 2017 **Start Date/Time:** May 9, 2017, 09:00 AM
End Date /Time: May 17, 2017, 10:00 AM

Media Type(s): NPDES Industrial Storm water

Contact(s): Ernie Crofoot – City Manager
Michael Phillips – Superintendent
Eric Gomez - Foreman

NPDES Industrial Stormwater

Permit / Approval Numbers: 12SW1637

Site Status: Active

Site Condition: Noncompliance

Recommended Action: Refer to Others (See Findings)

Inspection Reason: Initial Quarterly, Initial Yearly, Routine Scheduled

Evidence Collected:
Visual Observation

Inspection Findings:

Inspection shows that the facility failed to conduct the 2016 annual Comprehensive Site Compliance Evaluation, Quarterly Visual Inspection sampling and annual Employee Training as required by the Discharge Permit.

This writer reviewed the facility's December 9, 2014 Storm Water Pollution Prevention Plan. The Plan adequately outlines the current treatment processes, chemicals utilized, handling procedures and drainage map as required. Notation is made that the Plan lists the Registration Number as 02SW1367 instead of the current 12SW1367 Number.

Review shows that the 2016 to date Quarterly Routine Inspections and Quarterly Visual Inspections are available for review. Further review of the 2016 Quarterly Visual Inspections shows that storm water samples were not collected as required. Mr. Phillips stated that he did inspect the quality of the storm water discharges over the review period however, did not collect a

Inspection Date: May 9, 2017
 Site Name: Pocomoke City WWTP
 Facility Address: 1634 Dunn Swamp Rd, Pocomoke City, MD 21851

sample for observation. He stated that he was not aware that he had to collect a storm water discharge sample each quarter.

This writer notes that due to the nature the site much of the storm water discharges by overland flow to a drainage swale and not to an inlet or culvert. Further inspection along the north side of the North lagoon reveals an area in the ditch which would allow a representative storm water sample to be collected. The sample would represent the area of the ENR treatment plant along with the treatment lagoons. This writer notes that the GPS coordinates are identified as 38.05378N 075.56475W. Inspection at this location shows that the storm water discharge is relatively clear in appearance. Mr. Phillips stated that he would immediately begin sampling the storm water discharge at this location as required.

Additional review shows that the 2016 annual Comprehensive Site Compliance Evaluation was not conducted as required. Mr. Phillips stated that he had overlooked the requirement of an annual Comprehensive Evaluation. In addition, Mr. Phillips stated that he had not conducted the annual Employee Training as required.

Inspection of the treatment facility shows that all of the chemicals utilized on site have containments except for the liquid chlorine solution which is stored in an industrial toke near the ENR process. The containments have sump pumps that discharge to the treatment facility's return activated sludge piping system. Inspection shows that the debris/rags at the head works are stored in a dumpster prior to being transported off site.

Inspection of the storm water swale adjacent to the filtration units and caustic soda containment shows some discolored water. Further inspection along the downstream swale adjacent to the North lagoon shows that the discharge is relatively clear in appearance. Additional inspection of the downstream swale along the north side of the North lagoon shows that the discharge is relatively clear in appearance.

NPDES Industrial Stormwater- Inspection Checklist

<i>Inspection Item</i>	<i>Status</i>	<i>Comments</i>
1. Does the facility have a discharge permit? [Environment Article §9-323(a)(1-3)]	No Violations Observed	
2. Has a Stormwater Pollution Prevention Plan (SWPPP) been implemented as required? [40 CFR Part 122 Subpart B Section 122.26.(c)(1)(i)(A-B)]	No Violations Observed	
3. Is the number and location of discharge outfalls as described within the Stormwater Pollution Prevention Plan (SWPPP)? [40 CFR Part 122 Subpart B Section 122.26.(c)(1)(i)(A-B)]	No Violations Observed	
4. Are identified outfalls representative of stormwater discharges from the site? [40 CFR Part 122 Subpart B Section 122.26.(c)(1)(i)(A-B)]	No Violations Observed	

Inspection Date: May 9, 2017
 Site Name: Pocomoke City WWTP
 Facility Address: 1634 Dunn Swamp Rd, Pocomoke City, MD 21851

NPDES Industrial Stormwater- Inspection Checklist

<i>Inspection Item</i>	<i>Status</i>	<i>Comments</i>
5. Does the Stormwater Pollution Prevention Plan (SWPPP) require modifications to prevent runoff of pollutants? [40 CFR Part 122 Subpart C Section 122.42.(b)(1-3)]	No Violations Observed	
6. Are adequate records being maintained for the quarterly routine facility inspections? [Environment Article §9-261(a)(2)]	No Violations Observed	
7. Are adequate records being maintained for the quarterly visual monitoring? [Environment Article §9-261(a)(2)]	Out of Compliance	See Findings
8. Are adequate records being maintained for the annual comprehensive evaluation? [Environment Article §9-261(a)(2)]	Out of Compliance	See Findings
9. Are adequate records being maintained for the employee training who are implementing activities necessary to meet the conditions of the permit? [Environment Article §9-261(a)(2)]	Out of Compliance	See Findings
10. If monitoring of benchmark parameters is required, has the permittee performed the required quarterly monitoring? [COMAR 26.08.04.03A(2)]	No Violations Observed	
11. If monitoring of benchmark parameters is required, has the permittee submitted quarterly benchmark monitoring results electronically within the allotted time? [COMAR 26.08.04.03C(2), 40 CFR Part 127.16]	No Violations Observed	
12. Were visible pollutants observed in the receiving waters or in a position likely to pollute water of the State? [Environment Article §9-322]	No Violations Observed	
13. If discharges were observed, were samples of the discharge taken? [Environment Article §9-261(c)(1)]	No Violations Observed	

Corrective Actions

1. Mr. Phillips is requested to conduct the annual Comprehensive Site Compliance Evaluations as required by the Part V. Inspections, Monitoring and Reporting A.2. Comprehensive Site Compliance Evaluation of the Discharge Permit.
2. Mr. Phillips is requested to collect a representative storm water sample from the site as required by the Part V. Inspections, Monitoring and Reporting A.3. Quarterly Visual Inspections of the Discharge Permit.
3. Mr., Phillips is requested to conduct annual Employee Training as required by Part III. C. 5. Schedules and Procedures of the Discharge Permit.

Inspection Date: May 9, 2017
Site Name: Pocomoke City WWTP
Facility Address: 1634 Dunn Swamp Rd, Pocomoke City, MD 21851

Mr. Phillips is requested to contact this inspector upon implementation of the requested corrective actions, reasonably necessary to bring the site into compliance. If the corrective actions cannot be completed within the prescribed time frames above, you should continue to advise this inspector, at least every 30 days, of the status of the measures taken to complete the corrective actions. If you have any questions, need assistance or to request a re-inspection, please contact this inspector at 443-496-9507 or in writing at the Maryland Department of the Environment, Compliance Program, 407 Race Street, Cambridge, Maryland 21613 or by e-mail at randy.denny@maryland.gov.

Inspector: Randy Denny 5-17-17
Randy Denny/Date
randy.denny@maryland.gov
410-901-4020

Received by: [Signature] 5/17/17
Signature/Date
ERNEST A. CRIST
Print Name

Report Provided to: _____
 Fax
 Email
 Regular Mail
 Certified Mail



Maryland Department of Environment
Water Management Administration
Compliance Program - Eastern Division
407 Race St, Cambridge, MD 21613
410-901-4020

AI ID: 18826 **Inspector:** Randy Denny

Site Name: Pocomoke City WWTP
Facility Address: 1634 Dunn Swamp Rd, Pocomoke City, MD 21851
County: Worcester County

Inspection Date: April 20, 2017 **Start Date/Time:** April 20, 2017, 10:00 AM
End Date /Time: May 17, 2017, 10:00 AM

Media Type(s): NPDES Municipal Major Surface Water

Contact(s): Ernie Crofoot , City Manager
Michael Phillips – Superintendent
Eric Gomez – Foreman
Paul Taylor – Collection System Operator

NPDES Municipal Major Surface Water

Permit / Approval Numbers: 14-DP-0674

Site Status: Active

Site Condition: Noncompliance

Recommended Action: Refer to Others (See Findings)

Inspection Reason: Initial Quarterly, Routine Scheduled

Evidence Collected:
Samples Taken, Visual Observation

Inspection Samples

Parameter	Result	Units	Method	Location	Date	Taken by
Chlorine, Total Residual	0.01	mg/L	Grab Sampling	Outfall 001	2017-05-03 11:15:00	Debbie Hinkle
Oxygen, Dissolved	8.64	mg/L	Grab Sampling	Outfall 001	2017-05-03 11:41:00	Debbie Hinkle
pH	7.54	standard units	Grab Sampling	Outfall 001	2017-05-03 11:15:00	Debbie Hinkle

Inspection Findings:

Review shows that the Facility is in noncompliance with the 2016 Annual Maximum Loading Rate limitation for Total Nitrogen as listed under Special Conditions, A. Effluent Limitations footnote (6) and (7) of the Discharge Permit.

Inspection Date: April 20, 2017
Site Name: Pocomoke City WWTP
Facility Address: 1634 Dunn Swamp Rd, Pocomoke City, MD 21851

A. Permit Verification - This writer notes that the Facility's NPDES Discharge Permit expires on October 31, 2020.

B. Records and Reports

April 2017 – Available monitoring data shows compliance.

March 2017 – DMR, MOR and Lab data shows compliance.

February 2017 - DMR, MOR and Lab data shows compliance.

January 2017 – DMR, MOR and Lab data shows noncompliance with weekly BOD concentration.

December 2016 - DMR, MOR and Lab data shows compliance. Review shows that the E coli sample collected on the 1st was not included on the MOR. Notation is made that the result shows compliance. Further review shows that the Chain of Custody for the E coli sample collected on the 1st did not include the Received by date and time along with the Relinquished by date and time.

November 2016 - DMR, MOR and Lab data shows compliance. Review of the Chain of Custody forms for the E coli samples collected on the 9th, 17th, 21st and 22nd showed missing Received date and Relinquished date information.

October 2016 - DMR, MOR and Lab data shows compliance. Review shows that the ortho phosphorus for the 31st exceeds the total phosphorus for the same day, ortho phosphorus = 4.57 mg/l, total phosphorus = 0.08 mg/l.

September 2016 - DMR, MOR and Lab data shows compliance. Review shows that the E coli sample for the 8th was recorded as the 7th. Additional review shows that the E coli sample time for the lab was inconsistent with the Chain of Custody. The Chain of Custody for the 5th was not available for review. Further review shows that the E coli sample data for the 1st was not included on the MOR, data shows compliance.

August 2016 - DMR, MOR and Lab data shows compliance. Review shows that the start/stop time for the sample collected on the 1st was not recorded on the Chain of Custody. Additional review shows that the Labs receipt time for the E coli sample collected on the 25th was inconsistent with the Chain of Custody.

July 2016 - DMR, MOR and Lab data shows compliance. Review shows that the monthly average ammonia nitrogen concentration is 0.071 mg/l however, the MOR records the average as "0".

June 2016 - DMR, MOR and Lab data shows compliance. Review shows that the first dissolved oxygen reading for the 25th was recorded on the MOR as 93.20 mg/l instead of the actual 9.2 mg/l.

May 2016 - DMR, MOR and Lab data shows compliance. Review shows that the sample date for the E coli sample analyzed on the 31st was incorrectly recorded on the data sheet. In addition, the Chain of Custody for the 4th and 30th did not include the start/stop time of the composite sample.

Inspection Date: April 20, 2017
Site Name: Pocomoke City WWTP
Facility Address: 1634 Dunn Swamp Rd, Pocomoke City, MD 21851

April 2016 - DMR, MOR and Lab data shows compliance. The Lab sheet for the E coli sample collected on the 28th incorrectly recorded the 27th.

March 2016 - DMR, MOR and Lab data shows compliance. Review shows that the E coli lab data sheet for the 10th recorded the wrong date.

February 2016 – DMR, MOR and Lab data shows noncompliance for BOD monthly average concentration.

January 2016 - DMR, MOR and Lab data shows compliance.

Mr. Phillips is requested to record the monthly average concentrations for TKN, ammonia nitrogen, organic nitrogen, nitrite + nitrate, total nitrogen and total phosphorus on the MOR as significant digits.

C. Operation and Maintenance

1. The raw wastewater flow from the collection system is pumped to the facility's head works units from the Clark Avenue Pump Station. Inspection shows that the headwork's unit includes an automatic bar screen and grit removal unit. Further inspection shows that the debris and grit removed from the units is deposited in a dumpster. Mr. Gomez stated that the debris and grit is transported off site and disposed at the County landfill.

Mr. Gomez stated that the bar screen and grit removal units have been operating satisfactorily with some repairs made to improve the reliability of the units. He confirmed that the high level diversion weir is in place at the headwork's unit to direct excessive flows to the lagoons during rain events. Mr. Gomez stated that wastewater flow from the lagoons is periodically pumped back into the headwork's during low flow periods to maintain the levels.

2. The wastewater from the headwork's flows by gravity to the Biolac activated sludge treatment unit. Mr. Gomez stated that the wastewater flow enters at the inlet of the Biolac treatment unit near the three mixers which are currently in operation. He stated that this allows the maximum amount of detention time for nitrification and denitrification to take place.

Inspection shows that the Biolac treatment unit includes several aeration laterals laid perpendicular to the wastewater flow pattern. Mr. Gomez stated that the aeration system has been operating in the Wave Ox mode to enhance the nitrification and denitrification efficiency. Further inspection shows that the aeration laterals are currently being operated in a staggered pattern which is consistent with the Wave Ox mode.

Inspection shows that one of the four aeration blowers is on line at this time. Mr. Gomez stated that a second blower is initiated at a predetermined dissolved oxygen set point. He stated that the aeration cycle is 30 minutes on and 30 minutes off with a dissolved oxygen set point of 0.20 mg/l and 1.5 mg/l.

Inspection Date: April 20, 2017
Site Name: Pocomoke City WWTP
Facility Address: 1634 Dunn Swamp Rd, Pocomoke City, MD 21851

Notation is made that the mixers immediately upstream of the secondary clarifier are in operation and keeping the mixed liquor in suspension. Mr. Gomez stated that additional mixers may be added to the Biolac treatment unit to enhance the nitrogen removal efficiency.

Inspection shows that the return sludge from the secondary clarifier is being discharged at the head of the Biolac treatment unit. Mr. Gomez stated that Alum and caustic soda are being fed to the return sludge flow for phosphorus removal and to maintain the alkalinity. He also stated that the aeration system is being operated with specific on/off cycles for the Wave Ox mode which includes dissolved oxygen set points.

Review of the facility's process control data shows that several daily tests are being performed. These include ammonia nitrogen, nitrate nitrogen, total phosphorus, ortho phosphorus, total kjeldahl nitrogen, pH, alkalinity, dissolved oxygen, temperature and settleability etc. Mr. Gomez stated that the facility's Chem Scan unit is also being utilized to monitor the waste stream and regulate the chemical feed rates. He also stated that a suspended solids meter has been purchased to monitor the MLSS, mixed liquor suspended solids levels in the Biolac treatment unit.

3. The mixed liquor flow from the Biolac treatment unit enters the secondary clarifier. Mr. Gomez stated that all of the actuator valves for the sludge collection laterals are in operation at this time. Inspection of the secondary clarifier unit reveals a minimal amount of floating solids on the surface. Further inspection shows that the scum collection mechanism on the surface of the secondary clarifier is operating properly. As noted above the return sludge from the secondary clarifier is being discharged to the head of the Biolac treatment unit.

The discharge from the secondary clarifier flows through the quiescent zone located immediately downstream of the secondary clarifier. Notation is made that the quiescent zone has a floating cover. Mr. Gomez stated that solids still accumulate in the zone and have to be removed periodically. He stated that the solids are pumped into the north lagoon for treatment and storage.

4. The flow from the quiescent zone flows by gravity through the inlet/diversion vault to the up flow sand filtration units. Inspection of the inlet chamber and diversion vault does not reveal any evidence of oxygen entrainment prior to entering the filtration units. Inspection shows that all of the filtration units are on line. Mr. Gomez stated that methanol is being fed at the filtration units by flow paced pumps with the aid of the Chem Scan unit. He stated that the sand recirculation rate of the filtration units is routinely monitored to maintain the treatment capacity.

5. The discharge from the up flow filtration units flows by gravity to the ultra violet disinfection system which has two trains that are operated in series. Inspection shows that the 1A train is on line at this time. Mr. Gomez stated that the bulbs for the units are cleaned with muriatic acid about once per month.

The ultraviolet disinfection system flows by gravity through the post aeration system and outfall pipe to the Outfall 001 location at the Pocomoke River.

This writer notes that the facility's effluent monitoring data and process control data for January 2017 to date shows that it has improved as compared to the same period in 2016.

Inspection Date: April 20, 2017
Site Name: Pocomoke City WWTP
Facility Address: 1634 Dunn Swamp Rd, Pocomoke City, MD 21851

6. Inspection at the wastewater treatment lagoons shows that the north lagoon level is 1 foot 6 inches below the top of the outlet structure and that the south lagoon level is 2 foot 2 inches below the top of the outlet structure.

This writer notes that the treatment plants 1968 Design drawings list the maximum lagoon level at 1 foot 9 inches below the top of each lagoons outlet structure. This writer requested Mr. Gomez to lower the north treatment level to within the maximum lagoon level as listed on the 1968 Design drawings.

Further inspection of the treatment lagoons shows that the contents is light green algae with no offensive odors around the perimeter of the lagoons. Additional inspection at the northeast corner of the north lagoon shows that some maintenance is needed along the inner slope.

7. Pump Stations

a. Clark Avenue Pump Station – The station has two variable speed pumps with transducer and float controls. It includes high level and power out etc local and remote alarms, pump around piping and an auto transfer electrical generator. Inspection shows that the ventilation fan in the wet well is operational. Further inspection shows that sections of the metal support railing in the wet well has deteriorated and been removed. Mr. Phillips is requested to repair/replace the support railing in the wet well for the safety of the plant operators during maintenance activities. Previously noted GPS 38.06781N/075.57760W.

Further inspection shows that the stations high level overflow structure is closed with no evidence of any sewage of sewage debris at the discharge piping.

Inspection at the septage dump station located adjacent to the pump station on April 20, 2017 shows that there was a recent septage spill at the dump station. Mr. Gomez stated that the spill occurred at 12:00 pm on April 20, 2017 and was due a discharge hose from one of the septage tanker coming out of the dump station and flowing onto the ground. He stated that the driver of the tanker left the area of the dump station and did not properly monitor the septage discharge. Mr. Gomez stated that approximately 200 gallons of septage spilled on the ground and flowed onto the street to the nearby storm drain. He stated that the area was cleaned and lime applied.

Inspection shows that lime has been applied to the area of the spill. Further inspection at the storm water discharge location at the Pocomoke River does not reveal any evidence of septage or septage debris. Mr. Gomez stated that he has reported the spill to MDE and that he will submit a 5 day follow up letter as required.

Inspection shows that the septage dump station has a concrete containment and is manned by City personnel. Further inspection around the perimeter of the dump station does not reveal any offensive odors.

b. America's Best Value Inn Pump Station (Route 13 South) – The station includes two submersible pumps, pump around provisions and a electrical quick connect for a portable

Inspection Date: April 20, 2017
Site Name: Pocomoke City WWTP
Facility Address: 1634 Dunn Swamp Rd, Pocomoke City, MD 21851

generator. The station does not have elapsed time meters for the pumps or a backup electrical generator. Further inspection shows that the local alarm light is not operational. Mr. Phillips is requested to repair the local alarm light at the station. Previously noted GPS 38.05127N 075.54218W.

c. Virginia's Visitors Pump Station – The station has two submersible pumps with transducer controls and elapsed time meters for the pumps. Mr. Taylor stated that the station pumps to the Maryland Visitors Center. Inspection at the station did not reveal any offensive odors or issues of concern. GPS 37.98968N 075.53454W

d. Maryland Visitors Pump Station – The station has two submersible pumps with pump around piping, generator and a local alarm. Mr. Taylor stated that the pump station discharges to the City of Pocomoke Wastewater Treatment Plant. GPS 38.00458N 075.54353W

e. Jenkins Orchard Pump Station #2 – The station has two submersible pumps with elapsed time meters, remote alarms and a quick disconnect for a portable generator. Inspection at the station did not reveal any offensive odors or issues of concern.

f. Jenkins Orchard Pump Station #1 – The station has two submersible pumps with elapsed time meters, remote alarms, transducer controls and a high level float alarm. Further inspection reveals that the #2 pump is currently out of service. GPS 38.07452N 075.53710W.

g. Tappman Pump Station – The station has one submersible pump with a electrical quick disconnect for a portable generator, elapse time meter for the pump and local visual alarm. The second pump has been removed. GPS 38.06112N 075.54731W.

h. Eastern Shore Lanes Bowling Alley Pump Station – The station has a light alarm. Inspection at the station did not reveal any offensive odors or issues of concern. 38.06210N 075.54800W

i. Payne Street Pump Station – The station has one injector pot and one compressor. The station does not have a high level alarm or elapsed time meter/counter for the pump. Inspection shows that the station does have an electrical quick disconnect for a portable generator. Inspection at the station did not reveal any offensive odors. GPS 38.06332N 075.55105W

j. Dorchester Street Pump Station – The station has one injector pot and one compressor. The station does not have a high level alarm or elapsed time meter/counter for the pump. Inspection shows that the station does have an electrical quick disconnect for a portable generator. Further inspection reveals that the stations electrical control box is below ground. Additional inspection at the station did not reveal any offensive odors. GPS 38.06675N 075.55415W.

k. Homewood Drive Pump Station – The station has two submersible pumps, elapsed time meters for the pumps along with a quick disconnect for a portable generator. Further inspection shows that the guide rails for the pumps have deteriorated and need repair. Additional inspection at the station did not reveal any offensive odors. GPS 38.06040N 075.55674W

Inspection Date: April 20, 2017
Site Name: Pocomoke City WWTP
Facility Address: 1634 Dunn Swamp Rd, Pocomoke City, MD 21851

- l. Woodland Manor Pump Station – The station has two submersible pumps with a remote alarm system and pump around piping. Mr. Taylor stated that the remote alarm is not functioning properly and that the station is currently operating on float controls as the transducer controls are out of service. Additional inspection at the station did not reveal any offensive odors. Further inspection shows that the station does not have a backup generator. GPS 38.05644N 075.54900W
- m. Cedar & Fourteenth Street Pump Station – The station has two injector pods with an electrical quick disconnect for a portable generator. Further inspection shows that the station does not have a high level alarm. Additional inspection at the station did not reveal any offensive odors. GPS 38.06427N 075.55649W.
- n. Tenth and Market Street Pump Station – The station has two injector pots and two compressors, elapsed time meters for the compressors and a quick disconnect for a portable generator. Further inspection shows that the love joy connection for the #1 compressor motor needs repair. Additional inspection shows that the station does not have a high level light alarm. Inspection around the perimeter of the station does not reveal any offensive odors. GPS 38.06842 075.55857W
- o. Eighth Street Pump Station – The station as two centrifugal pumps with an electrical quick disconnect for a portable generator, high level light alarm along with elapsed time meters for the pump run times. Additional inspection at the station did not reveal any offensive odors. GPS 38.07186N 075.55903W.
- p. Fourth Street Pump Station – The station has one injector pot and one compressor, elapsed time meter for the compressor and a quick disconnect for a portable generator. The station does not have a high level alarm at this time. Additional inspection at the station did not reveal any offensive odors. GPS 38.07275N 075.56697W.
- q. Winters Quarters Pump Station – The station has one air injector pot and one compressor, elapsed time meter for the compressor and a quick disconnect for a portable generator. The station does not have a high level alarm at this time. Additional inspection at the station did not reveal any offensive odors. GPS 38.08110N 075.56180W
- r. Winters Quarters Golf Course Pump Station – The station has one submersible pump, elapsed time meter for the pump along with a high level light alarm. This writer notes that the station does not have a backup generator at this time. Additional inspection at the station did not reveal any offensive odors. GPS 38.0527N 075.55931W.
- s. Wal-Mart Pump Station – The station has two submersible pumps, remote alarm system, elapsed time meters for the pump along with a back up electrical generator. Further inspection of the stations valve box shows evidence of sewage debris. Mr. Taylor is requested to clean and disinfect the valve box area. Previously noted GPS 38.07475N 075.55475W.
- t. YMCA Pump Station – The station has submersible pumps and discharges to the Jenkins Orchard Pump Station. Additional inspection at the station did not reveal any offensive odors. GPS 38.08122N 075.53875W

Inspection Date: April 20, 2017
 Site Name: Pocomoke City WWTP
 Facility Address: 1634 Dunn Swamp Rd, Pocomoke City, MD 21851

u. Broad Street Pump Station – The station only has one submersible pump installed at the manhole located just outside the station. Mr. Taylor stated that the stations air injector station has been out of service for an extended period of time. Inspection shows that the station has a high level alarm with no backup generator. Mr. Phillips is requested to repair the injector pump station. GPS 38.05612N 075.56034W.

Mr. Phillips is requested to install high level alarms along with elapsed time meters or counters at the stations that do not already have them. He was also requested to install back up electrical generators at stations that do not already have them during the next upgrade at the stations.

D. Self Monitoring Program

Review of the facility’s effluent monitoring records show that it utilizes the Eurofins and Geoscope Environmental labs for monitoring all effluent parameters except dissolved oxygen, pH and total residual chlorine which are analyzed on site. Further review shows that the facility’s final effluent flow meter was last checked for calibration on October 26, 2016.

E. Effluent/Receiving Water

Inspection at the facility’s final Outfall 001 sampling location shows that the discharge is relatively clear in appearance. Additional inspection of the outfall pipe at the Pocomoke River does not reveal any issues of concern, previously noted GPS 38.06869N/75.57869W.

F. Sampling

This writer notes that Ms. Debbie Hinkle collected and analyzed a sample at the final Outfall 001 sampling location for total residual chlorine, pH and dissolved oxygen.

G. Storm Water Pollution Prevention

Please see this writers May 9, 2017 inspection report regarding the facility’s SW 12 General Discharge Permit for Storm Water Associated with Industrial Activity.

NPDES Municipal Major Surface Water- Inspection Checklist

<i>Inspection Item</i>	<i>Status</i>	<i>Comments</i>
1. Does the facility have a discharge permit? [Environment Article §9-323(a)(1-3)]	No Violations Observed	
2. Is the discharge permit current? [Environment Article §9-328(a)(1)]	No Violations Observed	
3. If the permit is not current, has facility applied for renewal? [Environment Article §9-328(a)(1)]	No Violations Observed	
4. Does the facility operate as authorized bytheir current permit? [COMAR 26.08.04.01B(4)]	No Violations Observed	

Inspection Date: April 20, 2017
 Site Name: Pocomoke City WWTP
 Facility Address: 1634 Dunn Swamp Rd, Pocomoke City, MD 21851

NPDES Municipal Major Surface Water- Inspection Checklist

<i>Inspection Item</i>	<i>Status</i>	<i>Comments</i>
5. Has the Permittee exceeded the permitted capacity of the WWTP? [40 CFR Part 122 Subpart C Section 122.42.(b)(1-3)]	No Violations Observed	
6. Is the number and location of discharge points as described in the discharge permit? [Environment Article §9-331]	No Violations Observed	
7. Has permittee submitted correct name and address of receiving waters? [40 CFR 122.21.j(3)]	No Violations Observed	
8. Is the permittee meeting the compliance schedule per permit requirements? [COMAR 26.08.04.02-1A(3)]	No Violations Observed	
9. Has the operator or superintendent been certified by the Board in the appropriate classification for the facility? [COMAR 26.06.01.05A(1)]	No Violations Observed	
10. Are adequate records being maintained for the sampling date, time, and exact location; analysis dates and times; individual performing analysis; and analytical results? [COMAR 26.08.04.03B(3)(a, b, c, e)]	No Violations Observed	See Findings
11. Are adequate records being maintained for the analytical methods/techniques used? [COMAR 26.08.04.03B(3)(d)]	No Violations Observed	
12. Does the permittee retained a minimum of 3 years worth of monitoring records including raw data and original strip chart recordings; calibration and maintenance records; and reports? [COMAR 26.08.04.03B(1)]	No Violations Observed	
13. Do lab records reflect that lab and monitoring equipment are being properly calibrated and maintained? [Environment Article §9-331]	No Violations Observed	
14. Does the permittee/laboratory use suitable QA/QC procedures and operate a formal quality assurance (QA) program using appropriate controls? [40 CFR Part 136.7]	No Violations Observed	
15. Has the permittee submitted the monitoring results on the proper Discharge Monitoring Report form? [COMAR 26.08.04.03C(1)]	No Violations Observed	
16. Do the Discharge Monitoring Reports reflect permit conditions? [COMAR 26.08.04.03C]	No Violations Observed	
17. Has the permittee submitted these results within the allotted time electronically? [COMAR 26.08.04.03C(2), 40 CFR Part 127.16]	No Violations Observed	

Inspection Date: April 20, 2017
 Site Name: Pocomoke City WWTP
 Facility Address: 1634 Dunn Swamp Rd, Pocomoke City, MD 21851

NPDES Municipal Major Surface Water- Inspection Checklist

<i>Inspection Item</i>	<i>Status</i>	<i>Comments</i>
18. Is the facility being properly operated and maintained including:(a) stand-by power or equivalent provisions available, (b) adequate alarm system for power or equipment failure available, (c) all treatments units are in service, . [40 CFR Part 122 Subpart C Section 122.41.e]	Out of Compliance	See Findings
19. Is sewage sludge managed correctly per permit requirements? [COMAR 26.04.06.09]	No Violations Observed	
20. If a by-pass occurred since last inspection, has the permittee submitted notice of the by-pass within the allotted time? [40 CFR Part 122 Subpart C Section 122.41.m(4)(i)(C)]	No Violations Observed	
21. If a non-complying discharge occurred since the last inspection, was the regulatory agency notified within the allotted time? [40 CFR Part 122 Subpart C Section 122.41.l(6)]	No Violations Observed	
22. If applicable, has the permittee complied with all special conditions of their permit? [COMAR 26.08.03.07D]	No Violations Observed	
23. Have overflows occurred since the last inspection? [COMAR 26.08.10.02A]	Out of Compliance	See Findings
24. Have records of overflows been maintained at the facility for at least five years? [COMAR 26.08.10.06A-B]	No Violations Observed	
25. Are flow measuring devices properly installed and operated, calibration frequency of flow meter adequate, flow measurement equipment adequate to handle expected ranges of flow? [40 CFR Part 122 Subpart C Section 122.41.e]	No Violations Observed	
26. Are discharge monitoring points adequate for representative sampling? [Environment Article §9-331(4)]	No Violations Observed	
27. Do parameters and sampling frequency meet the minimum requirements? [Environment Article §9-331(4)]	No Violations Observed	
28. Does the permittee use the method of sample collection required by the permit? [Environment Article §9-331(4)]	No Violations Observed	
29. Are analytical testing procedures used approved by EPA? [COMAR 26.08.01.02B(1)]	No Violations Observed	
30. If alternate analytical procedures are being used, has proper approval been obtained? [COMAR 26.08.01.02B(1)]	No Violations Observed	
31. Has the permittee notified the Department of the name and address of the commercial laboratory? [COMAR 26.08.04.03A(3)]	No Violations Observed	
32. Were discharges observed at the authorized outfalls? [Environment Article §9-314(b)(1)]	No Violations Observed	

Inspection Date: April 20, 2017
 Site Name: Pocomoke City WWTP
 Facility Address: 1634 Dunn Swamp Rd, Pocomoke City, MD 21851

NPDES Municipal Major Surface Water- Inspection Checklist

<i>Inspection Item</i>	<i>Status</i>	<i>Comments</i>
33. If discharges were observed, do the discharges or receiving waters have any visible pollutants observed? [Environment Article §9-314(b)(1)]	No Violations Observed	
34. Were discharge samples collected? [Environment Article §9-261(c)(1)]	No Violations Observed	
35. Does this facility have coverage under a a NPDES stormwater discharge permit? [40 CFR Part 122 Subpart B Section 122.26.(c)(1)(I)(A-B)]	No Violations	
36. If the permittee has coverage under a NPDES storm water permit, has a storm water pollution prevention plan been developed and implemented as required? [40 CFR Part 122 Subpart B Section 122.26.(c)(1)(I)(A-B)]	Out of Compliance	See Findings
37. Are the permit conditions being met? [Environment Article §9-326(a)(1)]	Out of Compliance	See Findings

Corrective actions

1. Mr. Phillips is requested to operate the treatment facility to comply with Annual Maximum Loading Rate limitation for Total Nitrogen as listed under Special Conditions, A. Effluent Limitations footnote (6) and (7) of the Discharge Permit.
2. Mr. Phillips is requested to repair/replace the support railing in the wet well of the Clark Avenue Pump Station.
3. Mr. Phillips is requested to lower the north treatment lagoon level to within the maximum lagoon elevation listed on the facility's 1968 Design drawings.
4. Mr. Phillips is requested to repair the injector pumps at the Broad Street Pump Station.
5. Mr. Phillips is requested to repair the pump support railings at the Homewood Drive Pump Station.
6. Phillips is requested to repair the local alarm at the Americas Best Value Inn Pump Station (Route 13 South).
7. Mr. Phillips is requested to install a back up pump at the Tappman Pump Station.
8. Mr. Phillips is requested to repair the #2 pump at the Jenkins Orchard Pump Station #1.
9. Mr. Phillips is requested to repair the remote alarm and transducer pump control at the Woodland Manor Pump Station.
10. Mr. Phillips is requested to clean the valve/control box at the Wal-Mart Pump Station.

Inspection Date: April 20, 2017
Site Name: Pocomoke City WWTP
Facility Address: 1634 Dunn Swamp Rd, Pocomoke City, MD 21851

11. Mr. Phillips is requested to repair the love joy connection for the #1 compressor motor at the Tenth and Market Street Pump Station.

12. Mr. Phillips is requested to record the monthly average concentrations for TKN, ammonia nitrogen, organic nitrogen, nitrite + nitrate, total nitrogen and total phosphorus on the MOR as significant digits.

Requested Actions

1. Mr. Phillips is requested to install a high level alarm and lapsed time meters at the Payne Street Pump Station.

2. Mr. Phillips is requested to install a high level alarm and lapsed time meters at the Dorchester Street Pump Station.

3. Mr. Phillips is requested to install a high level alarm at the Cedar & Fourteenth Street Pump Station.

4. Mr. Phillips is requested to install a high level alarm at the Tenth and Market Street Pump Station.

5. Mr. Phillips is requested to install a high level alarm at the Fourth Street Pump Station.

6. Mr. Phillips is requested to install a high level alarm at the Winters Quarters Pump Station.

7. Mr. Phillips is requested to install an automatic bar screen at the Clark Avenue Pump Station during the next station upgrade.

Mr. Phillips is requested to contact this inspector upon implementation of the requested corrective actions, reasonably necessary to bring the site into compliance. If the corrective actions cannot be completed within the prescribed time frames above, you should continue to advise this inspector, at least every 30 days, of the status of the measures taken to complete the corrective actions. If you have any questions, need assistance or to request a re-inspection, please contact this inspector at 443-496-9507 or in writing at the Maryland Department of the Environment, Compliance Program, 407 Race Street, Cambridge, Maryland 21613 or by e-mail at randy.denny@maryland.gov.

Inspector: Randy Denny 5-17-17
Randy Denny/Date
randy.denny@maryland.gov
410-901-4020

Received by: 
Signature/Date
ERNEST H. O'CONNOR
Print Name

Inspection Date: April 20, 2017
Site Name: Pocomoke City WWTP
Facility Address: 1634 Dunn Swamp Rd, Pocomoke City, MD 21851

Report Provided to:

- Fax
- Email
- Regular Mail
- Certified Mail
