



# City of Hagerstown, Maryland Status & Information Report No. 11 for 2009

March 20, 2009

To Mayor Bruchey and Members of the City Council:

## UPCOMING MEETINGS

❖❖ MARCH 2009 ❖❖						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 No Meeting 7 pm State of the City @ MD Theatre	4	5 7:30 Cabin Fever Blues Bash @ MD Theatre	6	7
8	9	10 Primary Election No Meeting	11	12	13	14
15	16	17 4 pm Work Session	18	19 7 pm Utility Relief Silent Auction @ Hagerstown Hotel and Conference Center	20	21
22	23	24 4 pm Work Session	25	26	27	28
29	30	31 7 pm Regular Session				

## COMMUNITY AFFAIRS

1. **GOING GREEN BROCHURE.** The Community Affairs Office is working on a Going Green Brochure with the Engineering, Light and Water Department. It will feature natural resources conservation tips and recycling information.
2. **AUGUSTOBERFEST.** The Augustoberfest has started their fundraising campaign for 2009. They are working on details of the event.
3. **BUTTERFLIES AND MORE.** Staff from a number of departments are working with the Washington County School Board on the unveiling of the butterflies for the Take Flight Campaign on April 24, 2009.
4. **ARBOR DAY.** April 24, 2009 is also National Arbor Day, and the City of Hagerstown will be hosting an event at Fairgrounds at 10:30 a.m. that day.
5. **CITY FARMERS MARKET.** Lou Scally will broadcast live from the City Farmer's Market this Saturday from 8:30 am to 10 am
6. **UTILITY RELIEF SILENT AUCTION.** The Utility Relief Silent Auction was held Thursday March 19 from 7pm to 9 pm at the Hagerstown Hotel and Conference Center (Formerly the 4 Points Sheraton). Thirty-five items were up for auction including 30 beautiful items donated by the Emral Shaool Family. Entertainment was provided by the Smithsburg High School Jazz Ensemble. Proceeds will benefit the Utility Relief Benefit Fund.

## 7. COMMUNICATIONS TO CITIZENS & VISITORS

- **Hagerstown Government Television.** State of the City at the Maryland Theatre is airing at 7 p.m. Sunday, Monday, Wednesday, Friday & Saturday.
- **Website.** Planning Departments Annual Reports are available at [www.hagerstownmd.org/Plan\\_Dev/AnnualReports.asp](http://www.hagerstownmd.org/Plan_Dev/AnnualReports.asp)
- Current City of Hagerstown News is available at [www.hagerstownmd.org/shared/cityNews.asp](http://www.hagerstownmd.org/shared/cityNews.asp)

## COMMUNITY DEVELOPMENT

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1. **Neighborhood Conservation Initiative.** In late 2008, the City submitted an application for \$2,000,000 from the Maryland Neighborhood Conservation Initiative. Today we were notified that our application was favorably received and that the City has been awarded \$700,000 in NCI funds from the State of Maryland. The breakdown of the award is as follows: Washington County Transit Facility to be constructed on West Franklin Street was awarded \$175,000; Bester Place received \$400,000 and \$105,000 was provided for expansion of our Single Family Homeownership Program. Additionally, we received \$20,000 for general administrative expenses. We feel very fortunate that all three of our proposed projects receive funding, two were funded at 100% of our request. Considering the entire amount available statewide was only \$28M, we did very well.

## ENGINEERING & CODE ADMINISTRATION

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1. **Trash Clean Up** Our downtown trash enforcement efforts are in full force. Since a part-time inspector devoted to trash concerns began working with us in January, over 100 notices of violation or contacts with responsible parties concerning improper trash set out and/or sanitation issues have been made. Educational efforts are ongoing and citations will be issued to those who continue to be in violation.
2. **Adult Book Store Demolition** After a four week delay, Verizon has finally removed their wires from the building. Expect the building to “disappear” in the next week. We have delayed making a recommendation to Council on the widening of the alley, as the low bidder is an out-of-town firm and must provide us references. We are also finalizing some issues with Bowman Development regarding the land transfer.
3. **Traffic issues**
  - Bicycles – At their May meeting, the Board of Traffic & Parking will be discussing recommendations to encourage more bike use for recreation and commuting.
  - High Accident intersections – We are reviewing the High Accident intersections as identified by State Highway for 2005-2007. We made improvements at several of them this past year and had no accidents in 2008 at those intersections. We are developing recommendations for the others.
  - We are studying 20 intersections to see if they can be placed on flash at night to reduce unnecessary delay and save electric usage.
  - We continue meeting with County representatives to arrive at recommendations for future roadway network in the Median Range Growth Area. This will help identify roadway needs before development occurs.
  - We are working with State Highway and the Health Department to develop a walk route and pedestrian signals from Gateway Development to Salem Avenue school. This project will be funded by Safe Walk Routes to Schools program.
4. **Electronic Bidding** Staff continues to work with Community Affairs and Purchasing as we endeavor to have construction bidding utilize the internet and our web page as much as possible.

## FIRE DEPARTMENT

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1. **South Cannon** - Wednesday morning our on duty shift was gathered at the headquarters classroom for training on Incident Scene Size-Up. Initial size-up will usually determine the success or failure of any incident and why it's valuable for all our personnel to have refreshers from time to time.

Toward the end of the training they were dispatched to a house fire at 365 South Cannon and upon approaching the scene the shift commander reported heavy smoke in the area. It was in fact so heavy that they couldn't see the street or houses in the area. Upon arriving they found fire coming from two windows of the duplex which was also starting to threaten the house next door.

Crews quickly made an interior attack and in the process rescued two dogs from that side of the duplex which were transported to a veterinarian. Unfortunately another dog was found deceased in an upstairs bedroom. Two additional dogs were removed from the other side of the duplex which also had smoke condition.

The progression of the fire was stopped at the point HFD arrived on the scene but because the fire had already spread into the walls and ceiling firefighters spent the next hour performing overhaul operations. The kitchen and dining area suffered serious fire damage and the rest of that side of the duplex had heavy heat and smoke damage making it uninhabitable.

Our fire marshal's found the stove had been on by the residents and they did admit they had food on the stove when they left the house but thought the burners were off.

Our public educator was also on the scene and assisted the family in removing possessions, explaining what they need to do next and finding temporary housing through the Red Cross. He's also exploring the possibility of using this property for one of our fire education Neighborhood Open House program. This is where we invite the immediate neighborhood to tour the house, see the damage, talk to the firefighters who fought the fire and receive fire safety information on a weekend afternoon. This is the third or fourth serious fire in that general area in the last few years.

2. **St. Patrick's Day** - Our Fire Marshals adjusted their work schedules so they could visit local establishments checking for overcrowding and other violations on St. Patrick Day. They made 35 total inspections with some places being checked twice.

They reported that very few fire safety issues were found and when they were staff was very cooperative in correcting them. Our Fire Marshal's believe that their routine visits and unannounced spot night checks over the past couple of years have helped in keeping the establishments in compliance.

## **PARKS DEPARTMENT**

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1. **Fairgrounds Park Entrance Building** – This project, to be funded by CDBG, was started in fall of 2008. At that time, the siding was replaced on the east side, wood repairs were made to the windows and doors, caulking and painting was started. The recent warm temperatures allowed us to finish the caulking and painting, completing this project.
2. **Park Benches and Picnic Tables** – Being funded by POS, we installed park benches and/or picnic tables at Oswald Park, Bloom Park and Long Meadows Rotary Park. Installation at Staley Park, Mills Park and Hamilton Playground should be completed soon.
3. **Park Season Prep** – The water is now turned on in all our parks, however, the facilities will not be open evenings and weekends until our Park Attendants return on April 3. Some of our grounds maintenance seasons will be returning March 30.
4. **Municipal Stadium** – We continue to prepare for the Hagerstown Suns' April 13 opening day – minor building maintenance, bleacher repair, repairing decks and fencing, etc.
5. **Youth League Tryouts** – We are making repairs to all the youth league facilities and hauling in tables and benches to prepare for their tryouts:

<u>Youth League</u>	<u>Park</u>	<u>Date</u>	<u>Time</u>
American Little League	Hager	Saturday, April 4	10:00am
National Little League	Staley	Saturday, April 18	10:00am
West End Little League	Hellane	Saturday, April 18	Noon
Hagerstown Pony League	Funkhouser	Saturday, April 18	5:00pm

During the opening day ceremony, the American Little League will also be celebrating the past 60 years. (Opening date for the Hagerstown Colt & Palomino League has not yet been determined, however, it's usually scheduled for the 3<sup>rd</sup> week of May.)

6. **Golf Training** – On March 11, both maintenance employees attended a "hands on" Field Service School to further their knowledge on maintaining golf course equipment. The training included analyzing and diagnosing hydraulic components, how they work individually and in a circuit, what tools are needed to do the job. Also, Danny Rice recently passed the exam administered by the MD Department of Agriculture; he and Brian Thomas are now both certified applicators in Category III-C (Turf).
7. **Golf Course Residence** – We are making numerous minor repairs – closet doors, counter top, caulking, painting, etc.

**PLANNING DEPARTMENT**

1. **Zoning Certificates Issued For New Businesses:**
  - 530 West Howard Street - William Boutcher - contractor's office.
  - 111 South Potomac Street - Bingo World - bingo parlor, food sales (no alcohol).
  - 161 Brynwood Street - Donny Ravas, t/a DR Designs - home office for construction company.
  
2. **New Development Cases:**
  - 422 South Burhans Boulevard - Mike Austin - shed and fence.
  - 360 South Burhans Boulevard - The Train Room - addition.
  
3. **Board of Zoning Appeals:** The BZA heard the following cases on March 18:
  - 451 East First Street - Heidi Phillips - granted a variance to reduce the front yard setback on East First Street from 25 feet to a distance equal to the front corner of the existing garage; granted a variance to reduce the front yard setback on Oak Street to zero feet; granted a variance to allow an existing picket fence in the front yard setback; and a variance to allow a fence greater than three feet high within 25 feet of an intersection.
  - 161 Brynwood Street - Donny Ravas, t/a Dr. Designs - granted a special exception for a home occupation for a home office with the condition that the business be conducted in accordance with the testimony.
  - 539-541 George Street - The Salvation Army of Hagerstown - granted a variance to reduce the front yard setback from 25 feet to 10 feet to construct a community center, and granted a special exception for a community center.
  - 360 South Burhans Boulevard - Charles Mozingo, t/a The Train Room - granted a variance to reduce the side yard setback from 25 feet to 17 feet to construct an addition.
  
4. **Planning Commission:** The Planning Commission will review the following on March 25:
  - **Public review meeting for Comprehensive Rezoning - Phase 2.**
  - **Public review meeting for text amendments to the Commercial Districts.**
  - Site plan for Long Meadow Shopping Center.
  - Site plan for Washington County Board of Education's proposal for a maintenance shed and mineral shed at 701 Frederick Street.
  - Site plan for parking improvements to 23-27 East Washington Street.
  - Discussion on proposed text amendment concerning contiguous structures for bulk requirements purposes.
  
5. **Historic District Commission:** The HDC will consider the following on March 26:
  - 116 North Potomac Street - Our Three Sons, LLC - alteration (custom door system).
  - 116 North Potomac Street - Timothy Gordon for Our Three Sons, LLC - facade rehab and painting.
  - Workshop: 16 East North Avenue - Carrie Capuco - remove rear stairs.
  
6. **MDP Planning Director's Meeting:** The spring meeting was held on March 19<sup>th</sup> at the Chesapeake Bay Foundation's headquarters near Annapolis. The new planning director from Montgomery County gave a very good presentation on what he is trying to do to implement Smart Growth principles there. Someone from the National Center for Smart Growth gave an excruciatingly detailed technical presentation on their alternative future scenarios modeling endeavor. The CBF HQ building is very impressive – you probably can't get much more green. High marks go to Sam's Waterfront Café which was nearby off Edgewood Road.
  
7. **Hagerstown-Eastern Panhandle Metropolitan Planning Organization:** The next meeting of the Technical Advisory Committee is March 25<sup>th</sup> at 10:30 a.m. at the Washington County Airport.
  
8. **MHAA Grant Review:** On March 26<sup>th</sup>, the Advisory Committee of the Heart of the Civil War Heritage Area will review the three grants which have been submitted this year from organizations in our heritage area – our two applications and one from Frederick Downtown Partnership for kiosks. The Committee will prioritize the applications and send them on for review by the staff at the Maryland Historical Trust and ultimately the Maryland Heritage Area Authority.

**POLICE DEPARTMENT**

Calls for Service	CDS Arrests	Other Criminal Arrests (Including Warrants)	Parking Tickets	Moving Violations	DUI	Search Warrants Executed
1,121	4	22	230	53	2	0

1. **Armed Robbery (3/14):** Officers contacted a robbery victim at the WCH emergency room at 2 a.m. The victim reported that about a half hour earlier he was walking home in the first block of North Cannon Avenue when a black male wearing a black hoodie and blue jeans approached him and tried to rob him at knife point. He dropped his wallet as he was handing it to the suspect, then attempted to get the knife away from him. During the struggle he received a cut on his hand. He then ran to a friend's house, and then to the hospital for treatment.
2. **Strong Armed Robbery (3/14):** At 8:12 a.m. officers contacted a robbery victim at Nadia's on West Franklin Street. The victim reported that sometime earlier he was walking in the downtown area when a large white male approached him and punched him in the face without warning. The punch knocked him out. He awoke about two hours later he discovered he was missing \$30. He then walked to Nadia's where he had someone call the police.
3. **1<sup>st</sup> Degree Assault With Vehicle (3/15):** At 7:10 p.m. officers responded to the area of George and Wise Streets for a large fight. Officers separated the group and began talking to the participants. When they asked one of them for his identification, he began to argue, then threw his ID at one of the officers. When they tried to arrest him, he resisted and had to be wrestled into handcuffs. He was identified as Kevin Leo Shank of Maryland Avenue. Further investigation revealed he became involved in a dispute with the other participants and tried to run them over with his car. He was charged with 1<sup>st</sup> degree assault and related offenses.

## PUBLIC WORKS

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1. **Spring Dumpster Program:** The spring dumpster program will be held the week of April 13 through April 18, 2009. Hours of operation will be 7 am to 7 pm Monday through Friday and 7 am to 3 pm on Saturday. New this year will be the collection of electronics for recycling. This will be limited to approximately 60 cubic yards of electronics. The program is limited to city residents and proof of residency will be required.
2. **Mural Removal:** Work has begun on the removal of the mural from the Elizabeth Hager Center. The work should be complete in two to three weeks based on the current progress.
3. **Street Overlay:** Staff will be coordinating work with the Engineering Department on the street overlay program. Public Works crews work ahead of the paving crew repairing/modifying storm drains, making street repairs or completing other street work in preparation for the overlay.
4. **Market House Heat Replacement:** Beaver Mechanical Contractors, Inc. has submitted technical drawings for review for the heating replacement project at the Market House. They have also requested to remove the old system simultaneously while installing the new system. Since the heating season is just about over, it makes sense to wait for a few weeks before work begins. Work should commence in mid-April.

## RECREATION DEPARTMENT

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1. **HAGER HOUSE PROGRAMS AND EVENTS**
  - Tours: Staff continues to field information requests and this week scheduled two group tours for the coming season. A group of over 100 Boonsboro Elementary students was booked for mid May and a bus tour from Westmar Tours was scheduled for early December.
  - Autumn Arts Festival: Confirmation of most entertainment/performer bookings have been secured and paperwork should be in the mail in the next couple of weeks. A cooperative meeting is scheduled for next Thursday.
  - Hager House Programs and Events: Staff assisted the Planning and Parks Departments by researching the historical background behind some of the City's Parks to be included in a walking tour map project.
  - Railroad Museum at City Park: Staff is pleased to have received this week a request to volunteer to assist in restoration projects from a train aficionado. Plans are moving forward to begin the cosmetic restoration of the Western Maryland and C&O cabooses open to the public, materials should be secured within the next week and work should begin by month's end and be complete for the Historic Sites opening weekend May 2<sup>nd</sup>.

**UTILITIES DEPARTMENT**

**ELECTRIC DIVISION**

1. **Problem Areas.** Recent call outs included:
  - Tue. 3/17 - Various (Street Light Patrol). Found lights either out or cycling in the East section of the City. Lights will be repaired/replaced during regular work day, Wednesday, March 18, 2009. Time Out: 19.5-22.0
  - Thu. 3/19 - East Franklin Street & North Mulberry Street. Check damage to street light pole. Removed damaged equipment from site, area secured with cones. Light will be replaced during regular work day. (HPD report to follow). Time Out: 1.4-2.0.
2. **Distribution.** Recent activity included:
  - Metering Department received two high bill complaints this week. Upon testing, found meters met Public Service Commission requirements.
  - The seventh week of Spanish classes was completed.
  - The removal of old communication cable continues.
  - Line crews continue trimming trees in various residential locations.
  - Line maintenance work continues in various areas.
  - Jones Substation maintenance and feeder inspection continues.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
11	0	1	0

3. **Engineering** (Staff worked on the following projects):
  - The Staff Engineer and the Substation Technician met with representatives from Automatech GE Fanuc to demo the iPower SCADA software with our IEDs in the shop. The software communicates well with our IEDs and how we want to implement our system.
  - The Electrical Engineer met with Engineering and Community Affairs to discuss energy saving tips for customers over the summer months.

**WATER DIVISION**

**Plant Flows - System Demand (MGD)**

Date	Willson	Breichner	Total
03/12/09	10.63		10.63
03/13/09	10.45		10.45
03/14/09	10.34		10.34
03/15/09	10.37		10.37
03/16/09	10.70		10.70
03/17/09	10.46		10.46
03/18/09	10.80		10.80
Average			10.54

- The flows for this week are estimated due to a faulty flow meter on the west transmission main (scheduled for replacement the end of March).

**Water Production at RC Willson**

- Willson continues to operate well; water temperature is currently 51 degrees.
- The instrumentation and maintenance crews have completed the installation of a new valve shaft on the 30" influent valves in the suction well at Willson. This was a great project that was completed in house. Special thanks to Donnie Miller (HWD), Digging and Rigging, and everyone else that was involved in this process.
- The instrumentation crew continues working on the relocation of the PLC (programmable logic controller) at Pump Station #4. They have also been installing conduit for the new backwash fill valve at Willson.

**Water Production at Breichner**

- The Edgemont Reservoir is currently at -6.6', the bypass and the hydrant are closed. The Breichner Plant was not operated last week. We are currently performing a controlled discharging from the lagoon.

**Water Distribution**

- This past week crews worked on Tammany Manor Drive and Stuart Drive installing the new 8" and 6" water lines. The main on Tammany Manor Drive has passed pressure and Bac-T tests and all services are connected to the new main. Crews continue to perform customer service related duties throughout the system and work on meter settings, meter reading and meter exchanges. We have started the Jonathan Street project and have lowered the 12" line and are planning to tie the 16" line in on 3/20/09.

**Laboratory**

- A new water main located at Donaldson and Tammany tested ok. It was signed off as ready for use.
- The lab got a complaint call from the Murphy Senior Apartments about the drinking water intentionally being "mixed" with waste water. The individual sounded a bit stressed, so the Housing Authority was notified and the manager of the apartments said this was a common complaint from this individual. She said she has tried, and will try once again, to get the individual help.

**Engineering**

- Staff met with a fire protection company on data for the Washington County Detention Center expansion.
- Staff attended GIS training in Towson and management training at Hagerstown Community College.

**WASTEWATER DIVISION**

**Wastewater Treatment Plant at Frederick Street**

Date	Flow (mgd)	Rainfall (inches)
Wednesday, March 11, 2009	4.85	0.00
Thursday, March 12, 2009	5.35	0.00
Friday, March 13, 2009	5.07	0.00
Saturday, March 14, 2009	5.15	0.01
Sunday, March 15, 2009	5.12	0.00
Monday, March 16, 2009	5.51	0.11
Tuesday, March 17, 2009	5.46	0.04
Weekly Average/Total	5.22	0.16
Monthly Average/Total	5.27	0.21
Yearly Average/Total	6.00	2.29

- The Wastewater Treatment Plant continues to operate efficiently; all parameters are within MDE compliance specifications. Maintenance crews continue with corrective and preventative work orders. Annual calibration of plant flow meters was completed.
- Monthly Progress meeting for the Headworks project was held this week. The projects schedule is being revised to address some of the equipment deliveries issues, there may be some additional days added to the project, but we are still within the time limits of the defined schedule listed in the consent agreement with MDE.

Activity	Districts	Linear Feet of Main	Feet of Lateral	# of Lateral Inspections
Closed Circuit TV Inspections	4	2,938	1,001	56
Flushing	4, 14, 22	9,472		
Point Repairs		# of Repairs	Reason	LF of Repairs
Main & Lateral	5	1	Roots	12
Summit Avenue	22	On-going	Roots	384
Manhole	11	Grouted	I/I	MH #11203
Manhole	15		Replaced broken lid	MH #15018
Manhole	20	Sealed - new frame and cover	I/I	MH#20001

**Customer Service Calls**

- 11107 Pinewood circle – Grinder pump
- 11203 Parkwood – replaced grinder pump canister, (roots)
- Blockage 23 feet upstream of manhole 22110

**Laboratory**

WASTEWATER

- We are happy to say that Gary Palmer is doing well and has returned to work full time.
- A sampler was set at the effluent of the Mack Truck facility as part of the City/County's Industrial Pretreatment Program.

**Administration**

- Staff attended Budget review meetings with finance office.
- Staff attended the Pre-bid meeting for the Hospital off site wastewater facilities construction.
- Staff met with the Hospital consultant on as-built conditions at an existing pump station.
- Staff attended GIS training at Towson, Maryland and management training at Hagerstown Community College.
- Staff met with the Hagerstown Plumbing Inspector and First Street residents regarding an individual sewer service issue.

Reviews:                      City                      County  
 Sewer:  
 Simplified Plat                      1

**City of Hagerstown Strategic Plan -  
 Focus on the Quality of Life in Hagerstown**

Respectfully submitted,

Bruce J. Zimmerman  
 City Administrator