



# City of Hagerstown, Maryland Status & Information Report No. 12 for 2009

March 27, 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

- Web**
  - Tickets for the 2009 Western Maryland Blues Fest are available online at [www.blues-fest.org](http://www.blues-fest.org). Western Maryland Blues Fest volunteers and sign-up online at [www.blues-fest.org/volunteers.asp](http://www.blues-fest.org/volunteers.asp)
- Hagerstown Government Television**
  - State of the City at the Maryland Theatre - Mon., Wed., Fri., Sat. and Sun. at 7:00pm

## ECONOMIC DEVELOPMENT

- Be At The Center Of It All.** The next Be At The Center Of It All information meeting will be held on Monday, April 16, 2009. An informational flier is attached for your review. We hope you can join us!
- Economic Development Newsletter.** The most recent Economic Development Newsletter has been attached for your reading pleasure.

## ENGINEERING & CODE ADMINISTRATION

- Edgewood Drive** SHA received bids Thursday on the US 40 at Edgewood Drive project. While we will not have the itemized breakdown from our Office of Construction (OOC) for a few weeks, the bids are in the same range of the first bids and the costs are less than the MOU amounts for construction.

The low bidder did request a waiver related to meeting the DBE goal. Most likely, the waiver will not be accepted and the award would go to the second bidder. Hopefully, SHA will reach a fast resolution on the issue and get the project under construction. The low bid is Kinsley Construction of Timonium, MD and the second low bidder is Pessoa Construction of Fairmount Heights, MD.

2. **Lot Clean-Up** Large vacant lot in the 300 block of East Franklin Street is being used as a dumping ground for everything. Notice of violation went to the owner of the property which is the Banks Brothers. They came this week and cleaned the lot and took out a dump truck load of trash and debris. They are now considering enclosing the lot with a fence in the hope if the illegal dumping does not stop, that at least maybe somebody will see who is doing the dumping.
3. **Street Trees** Aspen Tree has started planting street trees. This work will go on for a few weeks.
4. **Jonathan Street** The Water Department re-opened the intersection of Church Street/Jonathan Street and Brake will start work on Monday in the 300 block.

## **FIRE DEPARTMENT**

---

1. **Safe Communities America** - A meeting was held at fire department headquarters on Thursday to discuss the feasibility of Hagerstown becoming a Save Community. The international program defines a safe community as one that comes together to promote safe and healthy behaviors that protect people from hurt and harm in all aspects of their lives.

In order to attain this status there is an involved application and evaluation process and HFD because of its extraordinary safety programs was approached by the Maryland Department of Health and Mental Hygiene (MDHMH) to see if Hagerstown was interested in pursuing the designation. HFD contacted agencies that would have to be involved and asked that they send a representative to an informational meeting.

Some of the stake holders attending the 90 minute meeting included HPD, Red Cross, Washington County Hospital, County Health Department, Social Services, Commission on Aging, CAC, Children's Village, National Safety Council and Community Rescue Service. At the end of the meeting there was a consensus to attempt to move on with the process with HFD taking the lead role with support from MDHMH.

Another meeting is scheduled for June and it'll be then that we determine the feasibility of moving ahead.

## **PARKS DEPARTMENT**

---

1. **Park Circle Fountain** – We finished pouring the concrete base for the fountain. After Antietam Tree installs the irrigation system, we will do the final grading. We plan to install the fountain next week.
2. **City Park** – In the south end of the park, we finished clearing out the underbrush and started planting ground cover and mulching.
3. **Municipal Stadium** – We continue to prepare for the Hagerstown Suns' April 13 opening day – minor building maintenance, bleacher repair, repairing decks and fencing, etc.
4. **Youth League Tryouts** – We continue to make repairs to all the youth league facilities and are 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.)

5. **New Trees** – Paid for by Forest Conservation Funds, 120 trees are being planted at several parks and playgrounds.
6. **Golf Course Closed** – As scheduled, the golf course was closed on Monday & Tuesday, March 23 & 24, to aerate and top-dress the greens. We reopened the course for play on Wednesday morning.
7. **Golf Course Training** – On March 20, both maintenance employees attended a practical educational seminar in Bethesda, MD, to learn methods of maintaining turf with higher efficiency and less expense. Topics covered:
  - The function of a reel mower
  - The importance and implications of developing a mower maintenance program
  - Frequent sharpening and its effects on turf health, appearance, speed and consistency
  - Practical methods to improve the quality of cut

## PLANNING DEPARTMENT

---

1. **Zoning Certificates Issued For New Businesses:**
  - 539 West Howard Street - Earl D. Wilk, Contractor - contractor's office.
  - City Park, Virginia Avenue - J & L Concessions - concession stand for City Park.
  - Potterfield Pool, Frederick Street - J & L Concessions - concession stand for Potterfield Pool.
2. **Planning Commission:** The Planning Commission reviewed the following on March 25:
  - **Public review meeting for Comprehensive Rezoning - Phase 2.**
  - **Public review meeting for text amendments to the Commercial Districts.**
  - Conditionally approved a site plan for redevelopment of the Long Meadow Shopping Center.
  - Approved a site plan for Washington County Board of Education's proposal for a maintenance shed and mineral shed at 701 Frederick Street.
3. **Historic District Commission:** The HDC considered the following on March 26:
  - Workshop: 16 East North Avenue - Carrie Capuco - remove rear stairs.
  - Discussed proposed marketing plan.
4. **Planning Legislation:** According to MML's website, the **Planning Visions bill** (SB 273) has passed the House and Senate. The **Small Parcels Annexation bill** (SB 350) has passed the House and passed the Senate following amendment. The **Terrapin Run bill** (SB 280) has been modified to reflect MML's and MACO's concerns, passed the House and Senate sub-committees, and has been forwarded to the full House and Senate for review. The **Indicators bill** (SB 276) has also been revised to reflect MML's and MACO's concerns, but the bill is still in sub-committee and possibly subject to further amendment to incorporate features requested by the environmental community. The **Environmental Standing bill** (SB 824 and then replaced by SB 1065) is very controversial and is still in sub-committee.
5. **Phase Two of Comprehensive Rezoning:** The Planning Commission held a public hearing on phase two of the comprehensive rezoning and amendments to the text for the commercial districts on March 25<sup>th</sup>. 19 areas were proposed for rezoning and no comments were offered on eight of the areas. We heard positive responses to six of the proposed rezonings. There was opposition raised over rezoning of certain properties in five areas. Randy Cohen requested that two of the lots at Allstar Court be rezoned from C2 to I-MU. Jason Divelbiss suggested some additional amendments to the POM text and the N-MU text. The Planning Commission kept the record open for 10 days. Discussion will resume at their work session on April 15<sup>th</sup>.
6. **County Commuter's Downtown Transfer Facility:** It was announced that the Downtown transfer facility project has been awarded an \$839,000 American Recovery and Reinvestment Act grant. With the \$175,000 Neighborhood Conservation Initiative grant which the City secured for the project, much of the costs of the transfer facility will be grant funded. The County is covering the cost of the parking lot improvement project. The County has this project on a fast track, although the Maryland Historical Trust must first approve the demolition of the old barber shop building at the corner of West Franklin and North Prospect Street.
7. **Heritage Area Grant Review:** The Heart of the Civil War Heritage Area Advisory Board met on March 26<sup>th</sup> and reviewed the mini-grant applications and the three applications to the MHAA. Our mini-grant application for the historic photos on the Elizabeth Hager Center was awarded \$1,000. We did not receive full funding because the requests exceeded the available funds. Our two applications to the State for the sidewalk widening on N. Potomac Street and phase three of the interpretive plaques project will be forwarded to the Maryland Heritage Area Authority

with positive recommendations. The MHAA will announce their decision at their July 9<sup>th</sup> meeting.

8. **MPO Meeting on Long Range Transportation Plan:** The Hagerstown-Eastern Panhandle Metropolitan Planning Organization will hold a kick-off meeting on March 30<sup>th</sup> at 1:30 p.m. at 80 West Baltimore Street on the update to the Long Range Transportation Plan for the MPO area.

## PUBLIC WORKS

---

1. **Certified Public Fleet Professional:** Congratulations to Al Cool for obtaining the certificate of Certified Public Fleet Professional (CPFP) from the American Public Works Association (APWA)! Approximately three years ago, the APWA developed a certification program for fleet managers. The 3 ½ hour exam tests the knowledge of fleet managers regarding vehicle replacement, maintenance, parts, inventory, fuel and lubricants, fleet policies, ethics, customer service, asset management and a host of other items. In other words, it tests the knowledge of fleet managers from "soup to nuts." To date, there are only 67 individuals in the United States that have obtained this certification. Al is number 68. Al has done a tremendous job for the city since coming to the city in 2000 as our CMG Supervisor. He has developed well thought out maintenance programs for the entire city's fleet, modernized the systems of the Central Maintenance Garage and has superbly handled the management of CMG. Congratulations again to Al Cool on this achievement.
2. **Mural Removal:** Work has begun on the removal of the mural on the Elizabeth Hager Center. Some of the paint is stubbornly adhering to the wall making it more difficult to remove than anticipated. However, it is coming off and we hope to have it removed in April.
3. **Dumpster Program:** Monday, April 13<sup>th</sup> through Friday, April 17<sup>th</sup> 7:00 am to 7:00 pm and Saturday April 18<sup>th</sup> 7:00 am to 3:00 pm.

## RECREATION DEPARTMENT

---

1. **FARMERS MARKET**
  - City Farmers Market: Wednesday evening was the first vendor meeting of the year; members attending brought fresh ideas regarding alternate ways of getting free advertisement and publicity by involving other local organization on joint projects. Items also discussed were new vendors in the Market, changes in jurying of new vendors or items and ways to bring historical information on the Market. All in all, a successful meeting! This coming weekend is "return weekend" - return of more seasonal vendors and the return of fresh produce and flowers.
2. **HAGER HOUSE**
  - Tours and Correspondence: This week a group of 70 students from North High scheduled a tour for the first day of German Easter, also we had a booking for 30 students from a Home School group to visit in April and a confirmation of a group coming over three days in June and totaling 120 visitors. Additionally a brief tour with a travel writer is booked for this coming Monday at 9:00 am.
  - Autumn Arts Festival: A cooperative meeting is scheduled for this Thursday at the Museum of Fine Arts. Each site will give an update on the progress in the planning stages. We are pleased to report the entertainment is booked and we have received a few applications.
  - Hager House Programs and Events: Staff spent time this week finalizing publicity for the opening month events. A press release was completed, edited and sent to media outlets and the Historic Sites Facilitator did a taping of the "Today in the Valley" and an interview on WJEJ to promote these events. Staff also spent time this week assisting in the finalization of departmental budget requests and research to assist in the creation of a walking/heritage trail designation in City owned parks. Quotes were also requested for the printing of a new brochure to which the CVB has generously contributed. Staff also devoted time to research into the creation of future programs and exhibits and grant sources.
  - Railroad Museum at City Park: Staff devoted effort this week to securing the materials to begin the cosmetic restoration of the Western Maryland and C & O cabooses open for public display. This project will once again present an opportunity to expand the cooperation of City staff and our dedicated force of volunteer labor. The project is scheduled to be completed in a month by the May 2nd opening.

## UTILITIES DEPARTMENT

---

### ELECTRIC DIVISION

1. **Problem Areas.** Recent call outs included:

- Mon. 3/23 - 825 West Hillcrest Road. Check damage to meter socket; found vandalism to meter cabinet, etc. Service was disconnected, informed store manager an electrician would have to make repairs to damaged equipment. Upon completion of work, service restored (HPD report follow).
- Marshall Street (Potomac Center). Total outage; replaced (3) 65T fuses and (3) 50T fuses. Time Out: (two calls) 2.7-7.0

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.
- Old communication cable is still being removed.
- Line crews continue trimming trees in various residential locations.
- Line maintenance work continues in various areas.
- Jones Substation maintenance and feeder inspection.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
26	0	5	0

3. **Engineering** (Staff worked on the following projects):

- The Staff Engineer and the Substation Technician investigated a high voltage surge complaint at the Christ Reformed Church located at 130 West Franklin Street. After the results of our voltage monitoring equipment installed on our transformer showed no indication of a problem, we decided to take a look inside. We narrowed the problem down to be internal and informed them that than an electrician will be required to solve the issue.
- The Electrical Engineer has reviewed and approved materials for purchase. These materials will be easier for the line crews to work with, increase safety, and shorten outage times.

**WATER DIVISION**

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

Date	Willson	Breichner	Total
03/19/09	10.28		10.28
03/20/09	10.90		10.90
03/21/09	10.47		10.47
03/22/09	10.54		10.54
03/23/09	10.85		10.85
03/24/09	10.79		10.79
3/25/09	10.84		10.84
Average			10.66

- 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 52 degrees.
- The instrumentation crew has been working on renovation of the enunciation panel at Willson; this is a large project that will be ongoing for the next few weeks.
- The maintenance crew has been performing routine PMs. They have also been making modifications to the fluoride feeder 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.

**Water Distribution**

- This past week crews worked on Tammany Manor Drive and on Stuart Drive installing the new 8" and 6" water lines. The 6" main on Stuart Drive is about 50% complete. Crews continue to perform customer service related duties throughout the system and work on meter settings, meter reading and meter exchanges. We also have completed the intersection work at the corner of Church Street & Jonathan Street and will be opening the road this week.

**Laboratory**

- Routine microbiological and inorganic sampling and testing is going smoothly.

**Engineering**

<u>Reviews</u>	<u>City</u>	<u>County</u>
Site Plan	2	3
Simplified Plat	1	
Building Permits	4	1

- Staff met with the City Attorney to discuss easement and right-of-way issues associated with the Willson Transmission Main project.
- Staff met with County Public Works engineers on water and sewer service alternatives for the Sheriff Department's Emergency Housing projects.

**WASTEWATER DIVISION**

**Wastewater Treatment Plant at Frederick Street**

<b>Date</b>	<b>Flow (mgd)</b>	<b>Rainfall (inches)</b>
Wednesday, March 18, 2009	5.21	0.00
Thursday, March 19, 2009	5.17	0.03
Friday, March 20, 2009	4.81	0.00
Saturday, March 21, 2009	5.08	0.00
Sunday, March 22, 2009	5.11	0.00
Monday, March 23, 2009	5.19	0.00
Tuesday, March 24, 2009	5.08	0.00
Weekly Average/Total	5.09	0.03
Monthly Average/Total	5.23	0.24
Yearly Average/Total	5.92	2.32

- 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.
- Headworks and ENR-UV construction projects continue as scheduled, the ENR-UV project is roughly 6 % complete and the Headworks project is nearly 8% complete.

Activity	Districts	Linear Feet of Main	Feet of Lateral	# of Lateral Inspections
Closed Circuit TV Inspections	4, 7, 22	1,188	216	24
Flushing	1, 4, 15, 22	9,514		
<b>Point Repairs</b>		<b># of Repairs</b>	<b>Reason</b>	<b>LF of Repairs</b>
Main & Lateral	5, 21	2	Roots	21

**Customer Service Calls & Maintenance Repairs**

- 11107 Pinewood circle – replaced grinder pump core
- 808 Oakhill Avenue – replaced lateral to curb – roots
- 427 West Wilson Blvd. – replaced lateral to curb – roots (Bristow & Farmer)
- 242 Willard Street – installed new service connection

**Customer Service Calls & Maintenance Repairs continued:**

- Removed roots in piping near City Park between manholes 22049 and 22050
- Replaced frame and cover at manhole 08029 – West Church Street
- Replace section of 8” main pipe at Peach Alley - roots

**Laboratory**

- A sampler was set at the effluent of the Review and Herald facility as part of the City/County’s Industrial Pretreatment Program.

**Administration**

- Staff has been discussing upcoming Collection System Rehabilitation projects with MDE. MDE has revised their Intended Use Plan for 2008, both Hagerstown rehabilitation projects will be funded, the Salem Avenue Project will be funded using \$1,000,000 Water Quality DAC SRF Loan (no interest) and the Citywide Rehabilitation Project will be funded using \$800,000 Chesapeake Bay Restoration Grant, \$1,422,563 Stimulus DAC Grant, and \$827,437 Water Quality DAC SRF Loan (no interest). Staff will be meeting with MDE on March 27, to discuss timing issues related to the projects. Projects must have final approved plans to MDE by July 30, 2009 and bid opening must occur by 09/30/09, with construction schedule to begin by 12/31/09. This information is available on MDE website.
- Staff met with a representative of the Collegiate Acres developer on expediting the repair of a new pipe defect.
- Staff met with County Public Works Engineers regarding alternatives for water and sewer service for the Sheriff Department’s proposed Emergency Housing addition.

**Sewer**

Reviews:	City	County
Site Plan	1	
Building Permits	4	

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

Respectfully submitted,

Bruce J. Zimmerman  
City Administrator