



City of Hagerstown, Maryland Status & Information Report No. 14 for 2009

April 9, 2009

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

❖❖ APRIL 2009 ❖❖						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7 4 pm Work Session	8	9	10 Holiday Good Friday City Offices Closed	11 7 am Spring Yard Sale @ Fairgrounds Park
12	13	14 4 pm Work Session	15	16	17	18
19	20	21 4 pm Work Session	22	23	24 10 am Arbor Day Celebration @ Fairgrounds Park	25
26	27	28 7 pm Regular Session	29	30		

COMMUNITY AFFAIRS

1. **City Farmer's Market.** This week, the City Farmer's Market celebrated the holiday with a visit from the Easter Bunny, an Egg Hunt and a live broadcast from Lou Scally. Next week will be zoo day at the Market with kids activities, giveaways and a petting zoo.
2. **Maymart.** Vendor acceptance letters for Maymart went out this week. This year's Maymart will take place Thursday, May 7th from 8 am to 2 pm in the Public Square. There will be food vendors, craft vendors, and spring flower vendors just in time for Mother's Day.
3. **City Center Jazz Nights.** Artist and logo selection for this summer music series is underway. Both should be finalized in the coming weeks.
4. **Western Maryland Blues Fest.** Rack cards with artists and performance times arrived this week and will be going out to our mailing lists of CVBs and interested individuals in the coming week
5. **Arbor Day Event.** The City will be hosting the Annual Arbor Day Event on April 24 at 10 a.m. at Fairgrounds Park. A full agenda will be in next's weeks staff report.
6. **Municipal Employee Luncheon.** The City will be hosting the Annual Employee Luncheon at the Mansion House on April 30. Councilmember Nigh is donating all the food again, and Community Affairs will be getting the cakes and paperware.
7. **Park Circle Fountain Dedication.** Community Affairs is working out details for the dedication of the Fountain at Park Circle on May 5 at 3:30 p.m. We will have a draft agenda for this event next week.
8. **Brochures and more.** Community Affairs will have a draft of the Go Green Brochure next week. The Department

sent out bids for a Restaurant Guide that Economic Development is creating. We will be accepting design proposals for a new "Hagerstown Walks" brochure being created by the Engineering and Planning Departments.

9. **Press Release.** The Community Affairs Office sent out a press release notifying citizens that our nonemergency offices will be closed on Friday, April 10.
10. **Airing on Hagerstown Government Television.** Western Maryland Blues Fest with Founder/Chair Carl Disque and Director of Community Affairs, Karen Giffin. Watch at Noon, 4pm, 6pm and 8pm.
11. **Websites.**
 - Western Maryland Blues Fest also has Myspace and Facebook pages.
 - '09/'10 Proposed Budget is available for download at www.hagerstownmd.org/Finance/proposed-budget.asp
 - Wastewater's Quarterly Consent Judgment Reports are available online at www.hagerstownmd.org/Utilities/Wastewater/consentjudgement.html

COMMUNITY DEVELOPMENT

1. **Neighborhood College.** Neighborhood College is at its halfway mark already and being enjoyed by all 13 participants. Those in attendance are enthusiastic and the sessions have been very interactive. The evaluations taken after each session show a new awareness and appreciation for City services. In previous sessions they have covered governance, administration, fire, police, engineering and code. This upcoming week the group will learn about Utilities when they meet at the Light Department.
2. **140 South Potomac Street.** The property hasn't been advertised yet but we have already had a significant amount of interest shown in acquiring this property. We have had four individuals contact us about the property. Everyone is looking at using the building as a single family residence. Two have talked about including office space on the first floor. One of these is a realtor and the other is an attorney. We are finalizing the development agreement with the City Attorney and will advertise the sale of the property.

ENGINEERING & CODE ADMINISTRATION

1. **2007 Stormwater Act** The new design manual Chapter 5 revisions and the new COMAR regulations addressing the requirement for ESD implementation should be adopted by MDE within the next 2 weeks and will be enforced 12 months later. The Stormwater Management authorities will have six months from the adoption date to submit a revised draft Stormwater Management Ordinance to MDE for review and approval.
2. **Maryland Theater Project** Staff met with representatives of the Maryland Theater in reference to building issues. The Theater needs to replace an existing rubber roof and also needs to construct a brick wall addition to an existing wall. As this is a staged project (wall then roof) and there is active water penetration, staff are expediting the permit process. Additionally, theater staff were instructed to file for approval with the Historic District Commission
3. **Court Cases**
 - Angel Ortiz, owner of 1002 Salem Avenue was found guilty and fined \$400 plus court costs for failing to maintain his property by removing trash.
 - Gary Craft, owner of 15-17 Elizabeth Street was found guilty and fined \$400 plus court costs for failing to remove overgrown weeds.

PARKS DEPARTMENT

1. **Park Circle Fountain** – The pre-cast concrete tops have been ordered and should be delivered this week. After we install the concrete tops, the Hagerstown Garden Club is scheduled to plant various plants and flowers next week to finalize this project.
2. **New Bike Racks** – We've assembled and installed new bike racks at Mills Park and Fairgrounds Park.
3. **Municipal Stadium** - We continue to prepare for the Hagerstown Suns' first game scheduled for April 13 – mulching, painting, minor repairs, etc.
4. **New Trees** – We continue to assist in planting 120 trees in various parks and playgrounds, funded by Forest Conservation Funds. To date, trees have been planted in Mills Park, Municipal Stadium, and Fairgrounds Park. We are now in the process of planting trees in City Park and Hagerstown Greens.
5. **Hagerstown Greens Golf Course** – Barring any unforeseen circumstances, the new #5 green is scheduled to be open for play beginning Monday, May 11.

6. **Special Activity** – Staff met with Curt Snyder, Washington County Coordinator for Convoy of Hope, an organization who brings aid to the needy. They wish to utilize Fairgrounds Park on September 26. Since they plan to use the entire park, the soccer leagues and the softball leagues have been contacted and advised accordingly. More details will be forthcoming

PLANNING DEPARTMENT

1. **Zoning Certificates Issued For New Businesses:**
 - 75 Eastern Boulevard North - Brothers Pizza - pizzeria.
2. **New Development Cases:**
 - 25 East North Avenue - Way Station - dumpster pad and enclosure.
3. **Planning Commission:** The Planning Commission will consider the following on April 15:
 - City of Hagerstown - 23-27 East Washington Street - Parking Improvements - site plan.
 - Collegiate Acres Apartments - East Side of Terps boulevard - Apartments - site plan.
 - West End Tanks, Phase II - site plan.
 - Review of comments from public hearings on phase two of comprehensive rezoning and text amendments to commercial districts.
4. **Historic District Commission:** The HDC will review the following cases on April 16:
 - 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.
 - 2 Public Square - Contempro/Worx Graphic Design - sign.
 - 125 West Washington Street - Carousel Silva - banners (time limit extension).
 - 21 South Potomac Street - The Maryland Theatre - brick wall.
 - 25 East North Avenue - Way Station - dumpster enclosure.
5. **2010 Census:** Someone with the U.S. Census Bureau will be meeting with staff on April 14th to introduce us to the upcoming process for the 2010 Census. Apparently, in 2000, there was a 70% response rate from the citizens of Washington County, but only a 55% response rate from the citizens of the City of Hagerstown. According to this gentleman, every citizen not counted costs the City \$1,000 per year in federal funds that would otherwise have come to us.

RECREATION DEPARTMENT

1. **FAIRGROUNDS PARK**
 - Community Yard Sale Saturday April 11th from 7 a.m. to 2 p.m.
 - March of Dimes "March for Babies Walk" Saturday April 25th from 9 a.m. to Noon
2. **HAGER HOUSE**
 - **Tours and Correspondence:** The Hager House opened on April 7th for the Spring Season! Staff is pleased to report that in three days over 120 visitors have taken the German Easter tour with 4 groups including student visitors for the Sister City of Wesel, Germany touring on Tuesday.
 - **Autumn Arts Festival:** Applications and requests for information about this year's festival continues to be received daily.
 - **Hager House Programs and Events:** Hager House staff aside from providing many German Easter Tours this week has spent time preparing for the ambitious slate of programs and events scheduled for the rest of the opening month of April. Publicity was prepared and submitted for the Play Ball program April 18th and the Behind the Scenes program on the weekend of April 25-26th. We are very busy but look forward to increased visitation and public participation at our historic site.
 - **Railroad Museum at City Park:** Staff began this week the cosmetic restoration of the cabooses in the collection. Painting is expected in the next week and we look forward to an updated amenity to offer the visiting public opening weekend May 2-3.
 - **Maintenance:** Staff completed the trim painting of the Hager House and will finish final preparations to the Hager gardens in the coming weeks.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

1. **Problem Areas.** Recent call outs included:
 - Fri. 4/3 - 667 South Potomac Street. Lines down; tree limb fell pulling triplex service down, trimmed tree away from problem area and reattached service. Time Out: 19.9-21.2
 - Sat. 4/4 - 413 Ridge Avenue. Tree on power lines; customer trimming tree pulled service away from house, cleared area and re-attached service (charge). Time Out: 12.9-13.7
 - Mon. 4/6 - 323 Ridge Avenue. Partial outage; bad transformer replaced, removed (1) 50 KVA and replaced with (1) 75 KVA. Time Out: 0.9 - 2.9
2. **Distribution.** Recent activity included:
 - Metering Department received one high bill complaint this week. Upon testing, found meter met Public Service Commission requirements.
 - The ninth week of Spanish classes has been completed.
 - All old communication cable has been removed.
 - Line crews continue trimming trees in various residential locations.
 - Jones Substation maintenance and feeder inspection.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
41	0	5	0

3. **Engineering** (Staff worked on the following projects):
 - The Staff Engineer is in the process of investigating an RF interference complaint and whether or not the interference on the AM frequencies is caused by faulty electrical equipment.
 - The Electrical Engineer met with one of our customers to evaluate the residence and determine the cause of her high electrical bill.
 - The Electrical Engineer interviewed other customers who had a GIS strategic plan completed by the City's low bidder. These interviews will help the GIS selection committee decide if the low bidder is the right choice for the job.
4. **Administration**
 - Staff spent two days attending the Maryland PSC hearing on customer arrearages. There was no decision made by the PSC.

WATER DIVISION

Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
04/02/09	10.62		10.62
04/03/09	10.89		10.89
04/04/09	10.43		10.43
04/05/09	10.73		10.73
04/06/09	10.78		10.78
04/07/09	10.68		10.68
04/08/09	10.46	.280	10.46
Average			10.70

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

Water Production at RC Willson

- Willson continues to operate well; water temperature is currently 55 degrees.

- The instrumentation and maintenance crews have been working on renovation of the enunciation panel at Willson; this is a large project that will be ongoing for the next few weeks. They have also been working in conjunction with the Distribution Dept. on the installation of a new flow meter and control valve/actuator on the east transmission main leaving Willson. We would like to thank the Distribution Department for all their help on Wednesday.

Water Production at Breichner

- The Edgemont Reservoir is currently at -2.1', the bypass and hydrant are fully open. The Breichner Plant was operated on 4/7&8 due to a partial shutdown at Willson.

Engineering

- Staff participated in GIS consultant candidates interviews.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, April 1, 2009	5.61	0.10
Thursday, April 2, 2009	5.53	0.01
Friday, April 3, 2009	6.66	0.78
Saturday, April 4, 2009	6.28	0.00
Sunday, April 5, 2009	6.01	0.00
Monday, April 6, 2009	6.02	0.02
Tuesday, April 7, 2009	5.97	0.00
Weekly Average/Total	6.01	0.91
Monthly Average/Total	6.02	0.91
Yearly Average/Total	5.90	4.10

The Wastewater Treatment Plant continues to operate efficiently; all parameters are within MDE compliance specifications. Maintenance crews completed 39 preventive and 54 corrective work orders during March.

Activity	Districts	Linear Feet of Main	Feet of Lateral	# of Lateral Inspections
Closed Circuit TV Inspections	1, 22	247	74	4
Flushing	17	3,904		
Point Repairs		# of Repairs	Reason	LF of Repairs
Main Line Only	5	1	Roots	20
Main Only	1	1	Retrieve Camera	5

Customer Service Calls & Maintenance Repairs

- 1648 & 1650 Woodlands Run – replaced both grinder pump cores
- 814 Oak Hill Avenue – roots blocking lateral
- 1215 Glenwood – excavated CCTV camera
- Pumped out Potterfield Pool for Parks & Recreation Department
- Private pump station overflowing on Insurance Way – contacted Washington County Health Department – hauled wastewater from gravity line to prevent overflow from continuing until pump station can be repaired.

- Inspected 24 inch Storm Drain at Wareham Alley for Engineering Department

Administration

- Staff met with MDE staff regarding upcoming Collection System Projects. MDE is encouraging us to try and achieve an early start for the Salem Avenue rehabilitation project. Although MDE made no promises, they felt if we could meet the June 17, 2009 early start deadline, that it might be possible to convert our no interest loan to stimulus grant if other MDE projects failed to meet stimulus specific dates.
- Staff participated in GIS consultant candidates interviews.
- Staff met with Hospital consultant on prospective bidders questions regarding the contract documents for the off site wastewater infrastructure construction.

Reviews:	City	County
<u>Sewer:</u>		
Simplified Plat	1	
Building Permits	10	

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

Respectfully submitted,

Bruce J. Zimmerman
City Administrator