



City of Hagerstown, Maryland Status & Information Report No. 15 for 2009

April 17, 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 zoo day at the Market with kids activities, giveaways and a petting zoo. Next week will be Earth day at the Market- children will be able to make a planter to take home with them.
2. **July 4th/Summer Events.** Over 9,000 summer event fliers went out to Washington County Elementary Schools this week. They will be disbursed to the students within the coming weeks.
3. **University Plaza.** Two groups used the University Plaza this week- the Washington County Republican Central Club on Wednesday and the Community Foundation of Washington County's Big Read Event on Friday.
4. **Grand Opening.** The Siena Coffee and Bakery will be celebrating its grand opening and ribbon cutting ceremony on Monday, April 20th at 12:30 p.m. Siena Coffee and Bakery is located at 96 West Washington Street in downtown Hagerstown.
5. **Western Maryland Blues Fest.** Rack cards will be going out to our mailing lists of CVBs and interested individuals in the coming week.
6. **Press Releases.** Press releases distributed this week include: Hager House offers monthly "Freaky First Fridays" Ghost Tours; Successful Marketing Strategies seminar and Arbor Day.
7. **Census Meeting.** The Director of Community Affairs attended a meeting with members of the Planning Department regarding outreach for the 2010 Census.
8. **Go Green Brochures.** Staff members will be reviewing a draft of the Go Green Brochure on Friday.

ENGINEERING & CODE ADMINISTRATION

1. **Same-Day Trade Permits Now Issued** On Monday, April 13th, the Permits Office staff initiated a new process whereby, plumbers, electricians, and heating & air conditioning contractors are able to obtain their trade permits the same day on which their applications are received. This “same-day” issuance will allow the contractor to apply for his/her permit and schedule an inspection for the following day. These types of permits have been typically issued the day following their receipt which results in another day waiting for an inspection. Only walk-ins are being issued same-day at present but all trade permits will be included in this process in the coming weeks.
2. **Rocky’s Permit Expedited & Issued** The building permit has been issued for the renovations for the new Rocky’s Napoli Café at 40 North Potomac Street. Staff had been working with the contractor even prior to receiving the application for the permit allowing some interior demo, repairs, and flooring installation in an effort to assist the owner in moving the project along. Good work to all involved with issuing the permit promptly!
3. **Court Cases**
 - R & K Estate, owners of 725 Potomac Avenue, has been found guilty for failing to remove high grass and debris and fined \$400 plus court costs.
 - Roger Swope, owner of 854-856 Summit Avenue was found guilty of failure to abate a Nuisance violation and he was charged \$400 plus \$7.50 court costs.
 - Wells Fargo Bank, owner of 259-261 South Potomac Street was found guilty of allowing utilities to be shut off, and was charged \$400 plus court costs.
 - Mark Murphy, owner of 101-105 East Washington Street, was found guilty for failing to remove trash and rubbish, and was charged \$400 plus court costs. Mr. Murphy also owns 212-214 Summit Ave and was found guilty of performing electrical work without a permit; he was charged \$400 plus court costs.
 - William Smith IV, owner of 958 Mulberry Ave and 1010 Potomac Avenue, was found guilty of permitting occupancy of a rental facility with out a rental license and fined \$500 for each property plus court costs.
4. **Historic Heights Community Action Group** The City of Hagerstown in conjunction with the Neighborhoods 1st group on South Prospect Street (*Historic Heights Community Action Group*) sent an information letter to the property owners of the pending improvements needed along all three blocks of South Prospect Street. We are planning a joint project with the property owners to repair the sidewalks and sidewalks damaged by street trees.
5. **Green Curriculum at HCC** Rodney was asked to serve on a committee at HCC to help establish a curriculum that teaches/trains “green” practices. Several interesting ideas were discussed for continuing education courses.

PARKS DEPARTMENT

1. **Park Circle Fountain** – The pre-cast concrete tops have been installed. Various plants and flowers are being planted by the Hagerstown Garden Club, finalizing this project. Dedication of the new fountain will be on Tuesday, May 5, at 3:30pm.
2. **New Trees** – Funded by Forest Conservation Funds, we continue to assist in planting 120 trees in various parks and playgrounds. To date, trees have been planted in Mills Park, Municipal Stadium, Fairgrounds Park, City Park and Hagerstown Greens.
3. **City Park Mansion House** – We are in the process of repairing and painting the porch and railing at the City Park Mansion House.
4. **Youth League Opening Dates**

<u>Youth League</u>	<u>Park</u>	<u>Date</u>	<u>Time</u>
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

PLANNING DEPARTMENT

1. **Zoning Certificates Issued For New Businesses:**
 - 96 West Washington Street - Siena Coffee and Bakery - coffee shop.
 - 1100-A Business Center Drive - Northeastern Supply, Incorporated - wholesale sales of plumbing supplies.
 - 571 Jefferson Street - The Brew Necessities - liquor store.

2. **New Development Cases:**
 - 1481 Wesel Boulevard - Orchid Garden - deck.

3. **Planning Commission:** The Planning Commission considered the following on April 15:
 - City of Hagerstown - 23-27 East Washington Street - approved a site plan for parking improvements.
 - Collegiate Acres Apartments - East Side of Terps Boulevard - approved a site plan for the apartments phase of this development.
 - West End Tanks, Phase II - approved a site plan for construction of a second water tank.
 - Reviewed comments received during the March 25 public hearing and during the 10-day public comment period on phase two of the comprehensive rezoning.

4. **Board of Zoning Appeals:** The Board of Zoning Appeals heard the following cases on April 15:
 - 216 East Irvin Avenue - James Fleming, t/a Antietam Land Surveying, LLC - granted a special exception for a home occupation for a land surveying/consulting business.
 - 1337 Pennsylvania Avenue - Chris Dickerson - granted a variance to reduce the rear yard from 30 feet to 16.5 feet to construct a deck, with the condition that adequate traffic circulation be maintained around the rear of the building where the deck will be constructed.
 - 11 North Potomac Street - Cornerstone Church of Christ - granted a special exception for a church.
 - 952 Frederick Street - HBP Realty, LLC - granted a variance to reduce the side yard from 25 feet to 5 feet to construct an addition to an existing building.
 - 15 Avalon Avenue - William Dewey Timmons, Jr. - granted a special exception for a home occupation for a construction business, with the condition that a second truck used by the applicant for the business and a 30-foot gooseneck trailer be stored at another location, satisfaction of outstanding building permit issues for this property; and any material alteration of the business as outlined in the testimony would require returning to the Board for expansion of the special exception.

5. **Historic District Commission:** The HDC reviewed the following cases on April 16:
 - 116 North Potomac Street - Our Three Sons, LLC - approved an alteration for a custom door system.
 - 116 North Potomac Street - Timothy Gordon for Our Three Sons, LLC - approved a grant for facade rehab and painting.
 - 2 Public Square - Contempro/Worx Graphic Design - approved a sign and sign grant.
 - 125 West Washington Street - Carousel Silva - approved a six-month time extension for temporary banners.
 - 21 South Potomac Street - The Maryland Theatre - approved a vertical extension of an existing brick wall as a measure to deter vandals from gaining access to the roof.
 - Workshop: 25 East North Avenue - Way Station - dumpster enclosure.

6. **Phase Two of Comprehensive Rezoning:** On April 15th, the Planning Commission reviewed the testimony received at the public hearing on March 25th and the emails and calls received since. It was decided further study was required for the proposed rezonings for Potomac Avenue/Eastern Blvd (Area 2) and the Mt. Aetna/Edgewood Drive (Area 19). West Wilson Blvd (Area 21) and Frederick Street (Area 22) were not discussed.

7. **Central Chemical:** The U.S. EPA will present their recommended cleanup plan for the Central Chemical superfund site at a public hearing on April 28th at 7:00 p.m. at Northern Middle School. The recommendation will first be presented to the local Community Liaison Panel that night at 5:00 p.m. at Haven Lutheran Church. The EPA plans to release the PRAP (Proposed Remedial Action Plan) to the public on Wednesday, April 15. It will be available for review on-line at EPA's website at <http://www.epa.gov/reg3hwmd/super/sites/MDD003061447/index.htm>, and a hard copy will be available in the Reference Department of the Washington County Free Library, 100 S. Potomac St., Hagerstown. The EPA's preferred cleanup solution is to consolidate and stabilize all contaminated soils on site under a cap, to remove building slabs and foundations, to install a ground water monitoring system, and to establish deed restrictions to limit future re-use to commercial and industrial activities. Following receipt of public comments, the EPA will finalize the Remedial Action Plan and take formal action on it.

8. **Doleman Collection Assessment and Feasibility Study Project:** The Board of Directors of the Doleman Black Heritage Museum met with the project consultant, Mary Beth Corrigan, on April 14th to review the preliminary report on this project's status. The next meeting will occur in July or August.

POLICE DEPARTMENT

Calls for Service	CDS Arrests	Other Criminal Arrests (Including Warrants)	Parking Tickets	Moving Violations	DUI	Search Warrants Executed
4,154	22	110	967	226	9	0
Above numbers from 3/22/09 through 4/17/09						

- Armed Robbery (4/3):** At 2:55 a.m. police contacted a female who was reporting that she had just been robbed as she walked by City Park. She said she was approached by an Hispanic male who threatened her with some type of electronic stun device. He stole her purse before leaving in a dark purple car.
- Hate Crime (4/9):** At 5:31 p.m. a swastika was found to have been painted on the outside basement door to the temple at 53 East Baltimore Street.
- Bank Robbery (4/11):** At approximately 9:02 a.m. a male entered the Orrstown Bank at 201 South Cleveland Avenue armed with a weapon and demanded cash from the employees. After getting cash, the suspect left the bank and fled from the parking lot in a stolen maroon 2003 Ford Taurus with PA registration EGT 3501. The suspect is believed to have fled southbound onto Cleveland Avenue. No one was injured during the incident.
- Armed Robbery (4/13):** At 10:20 a.m. police responded to an armed robbery at the Subway on the Dual Highway. The employees reported that a black male, 5' 10", 180 lbs., wearing a dark hoodie and jeans entered the store armed with a knife. He took cash and fled on foot.

PUBLIC WORKS

- EHC Mural:** The mural at the Elizabeth Hager Center has been completely removed. There was some water infiltration into the building, but the City Ballet and Classical Youth Ballet were very understanding of the situation and no permanent damage occurred. There have been a few calls about a replacement plan whether to put a new mural in its place or something else. Ideas for this space will be brought to Council at a later date.
- Green Energy Grant:** Public Works, Engineering, City Light and CDBG are working together to construct a plan for use of the Energy Efficiency and Conservation Block Grant (EECBG). Hagerstown is eligible for an amount of \$179,500, but staff must apply for the funds. The purpose of the grant is to reduce fossil fuel emissions, decrease total energy consumption, improve energy efficiency in transportation, buildings or other energy sectors, spur economic growth or create and/or retain jobs. The grant request has to be submitted by June 25, 2009. Staff has several ideas for use of these funds and currently is researching the viability of the proposed projects.
- Parking System Update:** The entire public parking system was placed under Public Works control in December 2008. Since that time, a new supervisor has been hired and working since February 23, 2009. A standardized system of parking deck validation has been put into place for the North Potomac Street Deck, past due accounts have been brought current or are in the process of collections, repairs have been made to the North Potomac Street Deck, replacement gates and lighting for the North Potomac Street Deck are in the works, staff is working with the Washington County Board of Education on parking for the Barbara Ingram School for the Arts, a plan has been implemented to control parking for the Madison Avenue neighborhood lot, staff has conducted meetings with HPD on increasing the hours of parking enforcement, staff is working closely with HPD's downtown squad to manage parking at the A&E Deck, software training has been conducted on the A&E Deck's gate/collection program and numerous internal "housecleaning" duties have been completed. There are a lot more issues to work on, but we are just getting started.

RECREATION DEPARTMENT

- HAGER HOUSE PROGRAMS AND EVENTS**
 - **Tours:** Staff is quite pleased with the results of "German Easter". Over the 5 days of the special program 215 visitors took 24 tours of the Hager House this was more than three times last years visitation of 71 visitors and 17 tours. Additionally staff booked this week a very large tour group of over 100 children to visit in July as well as a group from the Mennonite school in Williamsport.

- **Hager House Programs and Events:** The staff this week made the transition into the historical tour phase of our season. Much time was spent this week preparing for the upcoming "Play-Ball" presentation 1-2 pm on the Hager House grounds this Saturday. Staff also devoted time to preparing for next weekends children's program "Behind the Scenes" to be given the 25th & 26th as well as creating news releases for our May events the "Museum Ramble", the first installment of the "Freaky First Friday" ghost tours and the activities surrounding the 21st National Pike Festival & Wagon Train on May 16th. Additionally the brochure is now at the printers and we thank the CVB for their generous sponsorship to make this reprinting possible.
 - **The Hagerstown Railroad Museum at City Park:** Staff is pleased by the progress of the cabooses painting and to date one side of both cabooses and their roofs have been repainted. Photos of the 202 are being collected to chronicle its life at City Park for a photo display this season. Staff is excitedly looking forward to the opening of the facility and the return of seasonal workers in a few weeks.
2. **CITY FARMER'S MARKET:** Easter at the Market went fabulously. The crowd was large and the customers and vendors alike seemed to be getting out of the day everything they wanted. This Saturday, we are looking forward to the Petting Zoo coming to the Market. The season of produce and fresh flowers is certainly back at the Market.
 3. **FAIRGROUNDS PARK:** March of Dimes "March for Babies Walk" Saturday April 25th from 9 a.m. to 12 noon.
 4. **SKATE PARK:** Skate Park opens on May 7th with new days of operation. Thursday and Friday opens at 5 p.m. and closes at 8 p.m. Saturday and Sunday opens at 1 p.m. and closes at 5 p.m.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

1. **Problem Areas.** Recent call outs included:
 - Sat. 4/11 - 143 East Antietam Street. Total outage; service entrance cable burnt in fire previous evening. Breakers were turned off, service disconnected. Customer informed an electrician would have to make repairs to damaged equipment. Electrical Inspector informed of problem. Time Out: 10.7-11.3
 - 943 Forest Drive. Lines down; found service pulled loose from house. Service reattached (no charge). Time Out: 16.6-18.2
 - Wed. 4/15 - 125 North Locust Street. Total outage; found neutral burnt down. Repaired neutral and replaced (1) 15T fuse. Time Out: 16.4-18.6
2. **Distribution.** Recent activity included:
 - Metering Department received two high bill complaints this week. Upon testing, found meters met Public Service Commission requirements.
 - The 10th week of Spanish class was completed.
 - 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
0	0	0	0

3. **Engineering**
 - After speaking to a few of the representatives from Milsoft, the implementation of our facilities into their WindMilMap software model for the GIS system is progressing faster than anticipated. They hope to have our system installed and operable before July of this year.
 - The Staff Engineer met with one of our customers to evaluate the residence and determine the root cause of their high electrical bills.
 - Some of the Fiber Optic materials have arrived. These materials will be used to install fiber optic communications to our substations for the SCADA system.

WATER DIVISION

Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
04/09/09	10.56		10.56
04/10/09	10.59		10.59
04/11/09	10.60		10.60
04/12/09	10.10		10.10
04/13/09	11.01		11.01
04/14/09	10.44		10.44
04/15/09	10.56		10.56
Average			10.55

- The flows for this week are estimated due to a faulty flow meter on the west transmission main (scheduled for replacement next week). Flow meter on the east main was replaced this 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.
- The maintenance crew removed and cleaned the 16" gate valve on High Service Pump #5.

Water Production at Breichner

- The Edgemont Reservoir is currently at -5.2', the bypass and hydrant are fully open. The Breichner Plant was operated filter-to-waste on 4/16 in preparation for a partial shutdown at Willson.

Water Distribution

- This past week crews worked on Stuart Dr. installing the new 6" water lines. The 6" main in Stuart Drive is about 95% complete. Crews continue to perform customer service related duties throughout the system and work on meter settings, meter reading and meter exchanges. The Jonathan Street main replacement has started and the Water Department is working with Brake Construction to get the new water main installed. We are also working with plant staff to install new flow meters and control valves at the R. C. Willson plant.

Laboratory

- Quotes from printers to print this year's Consumer Confidence Report were acquired and ExPress Printing got the job this year.
- A new 16 inch transmission line at the site of the West End Reservoir was tested and found ok for use.

Engineering

Reviews:

Site Plan	2
Preliminary Consultation	1
Preliminary Plat	1
Building Permits	10

- Staff met with a consultant on a proposed water main extension for a Leitersburg Pike commercial building.
- Staff met with the City Attorney regarding property needs for the proposed alignment of the Willson transmission mains.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, April 8, 2009	5.75	0.00
Thursday, April 9, 2009	5.68	0.00
Friday, April 10, 2009	5.55	0.00
Saturday, April 11, 2009	6.27	0.58
Sunday, April 12, 2009	5.75	0.00
Monday, April 13, 2009	5.84	0.02
Tuesday, April 14, 2009	5.76	0.01
Weekly Average/Total	5.80	0.61
Monthly Average/Total	5.90	1.52
Yearly Average/Total	5.90	4.71

The Wastewater Treatment Plant continues to operate efficiently; all parameters are within MDE compliance specifications. Maintenance crews continue corrective and preventative work orders.

Activity	Districts	Linear Feet of Main	Feet of Lateral	# of Lateral Inspections
Closed Circuit TV Inspections	1	953	396	22
Flushing	7, 17, 18	8,833		
Point Repairs		# of Repairs	Reason	LF of Repairs
Main & Lateral	3	1	Roots	7

Customer Service Calls & Maintenance Repairs

- 20024 Mt. Aetna Road – replaced grinder pump core

Laboratory

- Permit required biomonitoring and chemical toxicity testing is proceeding as planned. Preliminary testing for the chemical toxicity testing part of the study have been completed, the biomonitoring portion is still underway. Second quarter sampling and biomonitoring will be performed in June.

Administration

- Signed and Sealed specifications for the Salem Avenue Project have been delivered to MDE for approval. Once MDE approves the package they will issue a construction permit and a notice to allow us to bid the project.
- Utilities Department completed presentations to the Neighborhood College group.
- Staff met with wastewater collections system rehabilitation materials vendor and contractor on product and service capabilities.
- Staff met with City Engineer on sanitary sewer and storm drain conflict and impact related to the proposed County Commuter facility.

Reviews:	City	County
<u>Sewer:</u>		
Simplified Plat	1	
Building Permits	10	
Sewer Permits	2	

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

Respectfully submitted,

Bruce J. Zimmerman
City Administrator