



City of Hagerstown, Maryland Status & Information Report No. 16 for 2009

April 24, 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. **Hagerstown Advance.** The Director of Community Affairs and the Economic Development Director had an update of the Hagerstown Advance Program. The new launch date is June 15, 2009. Design of the folders were shown and the mail pieces will begin. Testing of the new site is being done as well.
2. **Blues Fest Program.** The staff is working hard on all aspects of the Western Maryland Blues Fest. The program is being designed, and all the components are being completed. Rack cards went out in the mail to visitors centers and interested individuals this week.
3. **City Farmer's Market.** This week, the City Farmer's Market will be celebrating Earth day at the Market- children will be able to make a planter to take home with them. Next week will be May day specials with planting demos and give-aways.
4. **Grand Opening.** The Siena Coffee and Bakery celebrated its grand opening and caking cutting ceremony on Monday, April 20th at 12:30 p.m. Siena Coffee and Bakery is located at 96 W. Washington St. in downtown Hagerstown. Several other grand openings are in the works for the coming weeks.
5. **Butterflies Take Flight.** The Barbara Ingram School for the Arts will unveil their Take Flight butterflies on Friday. The butterflies will be on display around downtown Hagerstown for the next 2 months.
6. **Communication to Citizens/Visitors.** Press releases distributed include: Fire Flow Test Warning; Hagerstown's Historic Sites Celebrate 6th Annual Museum Ramble; Hager House offers Pony Rides and Colonial Kids Clothing Workshop; Area Youth to Compete in Aquafina Major League Baseball Pitch, Hit & Run Competition; Traffic Advisory re: Jonathan & North construction
7. **Airing on Hagerstown Government Television:**
 - Western Maryland Blues Fest 2009 with Founder/Chair Carl Disque and Director of Community Affairs, Karen Giffin - Noon, 4pm, 6pm

8. **Hagerstownmd.org Updates:**
- The most current Requests for Proposals are available online at <http://www.hagerstownmd.org/rfp.asp>
 - Updates on the Jonathan Street Construction project <http://www.hagerstownmd.org/Engineering/jonathanstreet.asp>
 - Tax Maps available online at <http://www.hagerstownmd.org/Engineering/Tax-Maps.html>
 - Latest Public Hearing information available at http://www.hagerstownmd.org/Plan_Dev/PublicHearings.asp
 - '09/'10 Proposed Budget available online at <http://www.hagerstownmd.org/Finance/proposed-budget.asp>

COMMUNITY DEVELOPMENT

1. **Hagerstown Redevelopment Authority.** At the April 22nd meeting of the Hagerstown Redevelopment Authority, a loan in the amount of \$48,000 was approved for Elevations Salon, LLC. Elevation's is a new hair and nail salon that will be opening at 35 North Potomac Street.

ENGINEERING & CODE ADMINISTRATION

1. **Eastern Boulevard** Eastern Boulevard pavement has been completed and the pavement markings are being installed. A final "punchlist" is prepared of the remaining work items which includes sidewalk from Dual Highway to Conrad Court, fencing, guardrail, and final landscaping.
2. **Mills Park** Staff met with our designer to begin the process to develop a master plan for this seldom used park. The meeting concluded that the best improvement that can be made is a walking trail intertwined through the park's wooded, riparian, and wetland areas. The park is full of interesting birds and varying land cover that make it very unique. A plan will be presented to Council later this summer.
3. **Alley & Sidewalk Construction** Construction on Alleys 4-22 and 4-21 and on the Route 40 sidewalks will begin Monday, April 27th. For the alleys, we are arranging for temporary parking for those residents who will not have access to the rear of their lots, and we have delivered letters to all residents to inform them of the work.
4. **Brick Repairs in Downtown Area** Staff issued a work order this week to *Botanica Enterprises, Inc.* for Brick Repairs at Various Locations in downtown. There are several sunken areas, vertical offsets, and damaged areas that need addressed. Funding will be taken from CIP 458 for sidewalk repairs.

PARKS DEPARTMENT

1. **New Trees** – Funded by Forest Conservation Funds, planting of 120 trees in Municipal Stadium, Mills Park, Fairgrounds Park, City Park, Staley Park and Hagerstown Greens is now complete. To prepare for Earth Day on April 22, 13 Cherry trees were planted at the Pangborn Park entrance off of Pangborn Boulevard. On Friday, April 24, Arbor Day was celebrated by planting seven Cherry and five Oak trees at Fairgrounds Park.
2. **City Park** – Repairing and painting the porch and railing at the City Park Mansion House continues. We're also painting the interior of the City Park Band Shell, preparing for the concert season.
3. **Municipal Stadium Fire** – On the night of April 22, around 11:30 pm, the Fire Department responded to the Caretaker's storage building located in the rear of the Municipal Stadium. Thankfully, the Fire Department was able to extinguish the fire before extensive damage was made. Once we acquire the proper permits, we will make the repairs.
4. **POS Projects** – Over the last few years, quite a few projects in our parks and playgrounds have been funded by Program Open Space or Community Parks & Playgrounds, both of which are State grants. To date, POS/CPP acknowledgement plaques have been installed at the following sites: City Park, Pangborn Park, Wheaton Park, Fairgrounds Park, Hellane Park, Staley Park, Mills Park, Ridge Avenue Playground, Hamilton Playground, Oswald Park, Bloom Park and Rotary Club of Long Meadows Park.

PLANNING DEPARTMENT

1. **Zoning Certificates Issued For New Businesses:**
 - 340 Dual Dual Highway - Shenandoah Trading Companies, t/a "City Cars" - used car sales.
2. **Planning Commission:** The Planning Commission meeting scheduled for April 29 has been canceled.
3. **Historic District Commission:** The HDC is scheduled to review the following cases on April 23:
 - 915 Hamilton Boulevard - Daniel R. Hammond - replacement windows.
 - 66 West Franklin Street - Tim Fraker Signs for Razi, LLC - wall sign.
 - 34 East Washington Street - Bernard A. Paul, t/a Uncle Louis G. - awning.
4. **Central Chemical Reminder:** The EPA's public hearing to present their proposed preferred clean-up plan for the Central Chemical Superfund site and to receive public input on that proposed plan is Tuesday, April 28th at 7:00 p.m. at Northern Middle School. Planning staff will attend.
5. **New State Planning Legislation:** Staff have prepared a report on the four planning bills that passed in this session for a presentation to the Planning Commission on May 13th. Staff are also working on an analysis of the potential impact of the Small Parcels Annexation bill on Hagerstown for discussion with the Mayor and City Council later this year.
6. **Amendments to Washington County Water and Sewer Plan:** With the impending passage of the amendments to the City's 2008 Comprehensive Plan, staff will work on a presentation for the Planning Commission on May 13th on the process for submitting an amendment proposal to Washington County for the County Water and Sewer Plan. Since our Comp Plan lays out priorities and plans for the provision of the City's water and sewer utilities outside the city into unincorporated areas of the county, it is particularly important for our plans to be incorporated into the County Water and Sewer Plan. The provision of State funding for City infrastructure projects is also contingent upon our plans being incorporated into the County Water and Sewer Plan.

RECREATION DEPARTMENT

1. **CITY FARMER'S MARKET:** This past weekend's "Zoo at the Market" went off wonderfully; the Petting Zoo was definitely the highlight. This coming weekend is "Earth Day at the Market" and children are invited to make their own recycled plant containers. Becoming partners in the "Green World" is a top priority at the Farmer's Market. The fresh produce and flowers continue to come in and the sight of Spring at the Market is just beautiful! Also, two new vendor applications mailed out this week.
2. **HAGER HOUSE PROGRAMS AND EVENTS:**
 - **Tours:** Over the first two weeks since being open there have been nearly 300 visitors to the Hager House. Also this week tours have been scheduled for two groups of homeschoolers to visit on Friday and group bookings were made for visits later in the season.
 - **Hager House Programs and Events:** Staff spent much time this week preparing for the upcoming "Behind the Scenes" children's program to be presented this weekend April 25-26th. Also work was done in preparation for next weekend's Museum Ramble and Freaky First Friday ghost tour programs. Staff also put in time looking ahead to events and tours for the rest of the Month of May. Additional research was completed this week for the creation of a children's area and staff training was also continued.
 - **Railroad Museum at City Park:** The painting of the cabooses open to public view is nearing completion with only lettering to be finished. The staff is ready to return to work with opening weekend next week in conjunction with the Ramble barrel cart rides will be offered both days. We look forward to a well attend opening weekend and 2009 Season.
3. **FAIRGROUNDS PARK**
 - March of Dimes "March for Babies" Walk, Saturday April 25th from 9 am to 12 noon.
 - Special Olympics Inspirational Walk, Saturday May 2nd from 9 am to 5 pm
 - Washington County Health Department World no Tobacco Day, Thursday May 14th from 5:30 pm to 7:30 pm.
 - Reach Inc. "Walk - A - Mile" fundraising walk, Saturday may 16th from 8 am to 1 pm.
 - Young Life 4 on 4 Soccer Tournament, Saturday May 23rd from 8 am to 4 pm.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

1. **Problem Areas.** Recent call outs included:
 - Thu. 4/16 - 600 block of South Potomac Street. Check low hanging wire; wrapped old Verizon wire around pole, notified Verizon personnel. Time Out: 19.6-20.3
 - Fri. 4/17 - 917 Armstrong Avenue. Partial outage; replaced 60 ft. of #2 triplex and six connectors. Time Out: 17.4-19.6
 - Sun. 4/19 - Walnut & Antietam Street. Car hit pole, pulling wires down, etc.; minor damage to pole, 25x7 bracket will be replaced during regular work day, April 20, 2009. Time Out: 1.7-2.6
 - 912 Summit Avenue. Tree limb hanging on service wires; removed limb with hot stick. Time Out: 12.0-12.8
 - 213 Taylor Avenue. Total outage; replaced (1) 6T fuse, found bird to be cause of outage. Time Out: 15.0-15.9

2. **Distribution.** Recent activity included:
 - The relocation of poles for sidewalk installation is underway on Eastern Boulevard.
 - Line crews are working on the new feed to the Potomac Center on Marshall Street.
 - Crews continue trimming trees in various residential locations.
 - Line maintenance work continues in various areas.
 - Jones Substation maintenance and feeder inspection continues.
 - Metering Department received one high bill complaints this week and, upon testing, found meter met all Public Service Commission requirements.
 - Spanish classes have been completed.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
36	0	3	0

3. **Engineering.** Staff worked on the following projects:
 - The Staff Engineer and Electrical Engineer attended a conference in Wilmington, Delaware, with the Public Power Association hosted by Customized Energy Solutions.
 - A representative from Byram Laboratories stopped by this week to demo the PowerRich SCADA System on our relay demos on-site.
 - The Electrical Engineer has specified and ordered new materials for the Distribution team. The new materials will be easier to use for construction; cutting down on installation and restoration times.

WATER DIVISION

Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
04/16/09	10.87		10.87
04/17/09	10.84		10.84
04/18/09	10.92		10.92
04/19/09	10.73		10.73
04/20/09	10.61		10.61
04/21/09	11.03		11.03
04/22/09	10.73		10.73
Average			10.81

- The flows for this week are estimated due to a faulty flow meter on the west transmission main (scheduled for replacement next week). This has been delayed while waiting on parts.

Water Production at RC Willson

- Willson continues to operate well; water temperature is currently 57 degrees. The river did rise to 7' due to recent rainfall.
- 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 a 16" damaged check valve on High Service Pump #5; we will send this valve out to be rebuilt.

Water Production at Breichner

- The Edgemont Reservoir is currently at -4.5', the bypass and hydrant are fully open. The Breichner Plant was not operated this week.

Water Distribution

- This past week crews worked on Stuart Drive installing the new 6" water lines. The 6" main in Stuart Drive is about 98% 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.

Laboratory

- Quotes from printers to print this year's Consumer Confidence Report were acquired and HBC Printing got the job.
- Result from the lab's annual proficiency testing showed all analysts test results to be acceptable for the analysis of bacteria in potable water.

Engineering

Reviews:

Building Permits 11

- Staff attended management training at Hagerstown Community College.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, April 15, 2009	6.35	0.30
Thursday, April 16, 2009	6.10	0.00
Friday, April 17, 2009	5.91	0.00
Saturday, April 18, 2009	5.73	0.00
Sunday, April 19, 2009	5.73	0.00
Monday, April 20, 2009	7.48	1.09
Tuesday, April 21, 2009	7.90	0.33
Weekly Average/Total	6.46	1.72
Monthly Average/Total	6.15	3.27
Yearly Average/Total	5.95	6.46

- 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, 2, 21	2,005	231	16
Flushing	2, 7, 17, 18, 21	8,760		

Customer Service Calls & Maintenance Repairs

- 1529 & 1531 Kensington – replaced grinder pump cores
- 1648 Woodlands – replaced grinder pump core
- 550 Highland Way – building sewer was replaced by Larry & Sons – staff will TV service connection

Administration

- Staff met with Hospital consultant on completing an update of the Maryland Department of the Environment construction permit application for the off site wastewater infrastructure and on the bids received for the offsite wastewater infrastructure.
- Staff attended management training at Hagerstown Community College.

Reviews: City County

Sewer:

Building Permits 13

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

Respectfully submitted,

Bruce J. Zimmerman
City Administrator