



City of Hagerstown, Maryland Status & Information Report No. 18 for 2009

May 8, 2009

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

❖❖ MAY 2009 ❖❖						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2 1 pm Aquafina Major League Baseball Pitch, Hit & Run @ American Little League Field - Mill Street
3	4	5 3:30 Park Circle Fountain & Garden Dedication 4:30 pm Work Session 7pm Budget Hearing	6	7 8 am Maymart	8	9
10	11	12 4 pm Work Session	13	14	15	16
17	18	19 No Meeting	20	21 8 am Market In The Square	22	23 Potterfield Pool Opens
24	25 Memorial Day Holiday City Offices Closed	26 7 pm Regular Session	27	28 5pm Western MD Blues Fest @ University Plaza	29 4 pm Western MD Blues Fest @ City Central Lot	30 11 am Western MD Blues Fest @ City Central Lot
31 Noon Western MD Blues Fest @ City Park						

COMMUNITY AFFAIRS

1. **Pitch Hit and Run.** Last week's Aquafina Pitch Hit and Run was postponed due to inclement weather and poor field conditions. The event has been rescheduled for Sunday, May 17th with registration from 1 pm to 2 pm.
2. **Fountain Dedication.** The ribbon cutting and dedication for the Park Circle Fountain was held on Tuesday, May 5th at 3:30 pm.
3. **Maymart.** Maymart was held on Thursday, May 7th from 8am to 2 pm. Maymart is the kickoff of the Spring/Summer event season and the first Market in the Square of the year. Market in the Square is held the 1st and 3rd Thursdays of the month from May through October.
4. **Blues Fest.** Blues Fest non-food vendor/sponsor packets were mailed out this week.
5. **Website.**
 - Planning Department Application Forms are available online at

http://www.hagerstownmd.org/Plan_Dev/ApplicationForms.asp

6. **Hagerstown Government Television.** Watch every even hour for the latest event commercials, this week:
 - Mother's day at City Farmer's Market, Blues Fest 2009, Maymart in Public Square and the Jonathan Hager House & Museum Tours.

COMMUNITY DEVELOPMENT

1. **Community Development Block Grant-Recovery Funds.** On Wednesday, HUD released the guidelines for the \$249,485 additional CDBG funds included in the American Recovery and Reinvestment Act (better known as the Stimulus.) which was allocated to Hagerstown. After studying the 42 page document, staff will be presenting its recommendation for use of the funds which meet the programmatic requirements to Mayor and Council on Tuesday evening.
2. **Neighborhood College.** The Spring 2009 session is now complete. Monday, May 4, the participants gathered to close the session by offering their own presentations on research they undertook, learning about various "Treasures" within the City. The 12 participants will receive their certificates at the May 26 Mayor & Council Regular Session.

ECONOMIC DEVELOPMENT

1. **Entrepreneurial Alliance & Resource Network.** Debbie Everhart attended an Entrepreneurial Alliance and Resource Network Workshop on Monday, May 4th at the Merle Elliott Conference Center at HCC. The event was held in order to assist business owners by introducing them to agencies that help small businesses, as well as to teach them specific methods on dealing with everyday issues in short concise presentations.
2. **Successful Marketing Strategies.** A Successful Marketing Workshop was held by the Economic Development Department on April 28 and April 29 to assist business owners in marketing their business. Approximately 10 people attended each session.

ENGINEERING & CODE ADMINISTRATION

1. **Court Cases**
 - Mid Atlantic Property Investment Group, owners of 24-26 West Franklin Street were found guilty on the following: failure to place number to rear of property, failure to correct deteriorated mortar, failure to protect exposed wires, failure to maintain downed spouting. Fines totaled \$1,825 and the City was given the right to abate.
 - Frederick Winters, owner of 433 South Burhans Boulevard was found guilty for failure to remove rubbish and debris and was fined \$400 plus court costs
2. **Street Trees** Over the past 5 years, we have planted 1,300 trees using the FCA funds.
3. **Construction** Work continues on Jonathan Street, Eastern Boulevard, Salem Avenue sidewalks, and Maryland Avenue sidewalks. Work on Alley 4-22 has been delayed due to rain, but should proceed next week. The street tree contract is complete for this year. Construction for Cramer's Alley is expected to begin next week with the conduit work, followed by work along Washington Street.
4. **Burhans Boulevard at Salem Avenue** Since the bids for the alleys were lower than expected, we are working with Larry Bayer to see if some of the excess funds from the Alley project can be used to make traffic changes at the intersection of Burhans Boulevard at Salem Avenue. Our traffic consultant is preparing plans to change the southbound left lane to be a northbound left-turn lane, which will help reduce the northbound congestion by providing two thru lanes. The southbound lane is actually one lane now, so it would not have a great effect on southbound traffic.
5. **Board of Traffic & Parking** The purpose of the meeting this month will be to discuss ways to encourage bike use in the City, including commuting to work. We have invited several local bike enthusiasts as well as the State Highway representative. This board hopes to make some recommendations to the Mayor & Council in the next few months to improve access by bicycle riders.

HUMAN RESOURCES

1. **Safety Training:** CPR classes were recently conducted for the Light department. The Water and Sewer departments will have CPR classes in the coming months. Additionally, employees who were due their Flagger Certification received training during two days of classes and hands-on demonstrations.
2. **Open Enrollment:** We are planning for the Open Enrollment for benefits that will begin in late May until June 12.

Employees will be able to make changes in medical/dental/vision coverage during this time for July 1. Due to employee interest, we will be re-offering the voluntary Long Term Disability coverage during this open enrollment to see if we meet the minimum enrollment requirements needed to offer the coverage.

3. **LIFE Wellness Program:** We have successfully kicked-off our pilot LIFE Wellness Program by providing various screenings for our first 20 participants. The first free component of the program included testing of glucose, blood pressure, cholesterol, BMI, completing a Health Risk Assessment and meeting with a nurse to review test results and set up six month goals. This program will be ongoing through the end of October and will offer many different "Wellness" related programs for participants. We hope to offer the program to another 20 participants in November.
4. **Union Contracts:** Good news! Two of the four Union contracts were ratified. We anticipate completing the last two contracts in the next few weeks.

PARKS DEPARTMENT

1. **Park Circle Fountain/Garden** – The dedication of the Park Circle fountain and garden on May 5 was well received.
2. **Fairgrounds Park Soccer Irrigation** – KT Enterprises came on site and made the final inspection with Engineering and Parks staff. It appeared that there was a leak in the system, causing the pump to run more frequently. Parks staff found the leak and notified KT who will return to make the necessary repairs.
3. **City Park** – At City Park, painting the porch of the Mansion House continues. We are also repairing deteriorated areas of the stone wall that surrounds the lower lake.
4. **Hagerstown Greens** – Due to vandalism, we had to construct two new water cooler stations at the golf course.
5. **Recreation Activities** – The softball fields at City Park are now ready for the season. At Fairgrounds Park, we cleaned out and set up the skate park which opens for the season on May 7. At Pangborn Park, we are preparing the lawn bowling court for the start of the season on May 13.

PLANNING DEPARTMENT

1. **Zoning Certificates Issued For New Businesses:**
 - Rear, 120 East Antietam Street - Harbaugh Coin Operated Machines, Inc. - coin-operated amusements and tip jar vendor.
2. **New Development Cases:**
 - 551 Jefferson Street - Deafnet Association, Inc. - 2,770-square foot addition.
3. **Planning Commission:** A special meeting was scheduled for May 6 to review the draft FY 2010-2014 Capital Improvements Program. Comments were forwarded to the Mayor and City Council.
4. **Historic District Commission:** The HDC held a special meeting to consider an application filed by Daniel Hammond for replacement windows at 915 Hamilton Boulevard. The commission was not inclined to approve the proposal for vinyl replacement windows on the sides of the building due to their visibility from Hamilton Boulevard, but said it could approve the proposal for the replacement windows on the rear. Mr. Hammond withdrew his application in order to consider other options.
5. **Water Resource Element Study:** Staff attended the County's pre-bid meeting for the Water Resource Element study. Eighteen consulting firms were represented at the meeting.. The deadline for responses back to the County is May 28, 2009.
6. **Heritage Area Meeting:** Staff will attend the next meeting of the Heart of the Civil War Heritage Area Steering Committee on May 14th at 9:30 a.m. in Carroll County.
7. **Western Maryland Government Exchange:** Several members of staff will attend this planning forum in Hagerstown on May 15th. The theme this year is "Manageable and Practical Solutions Toward Sustainable Communities."

8. **Comprehensive Rezoning Process:** Staff met with the City Attorney, Planning Commission chair, and ex-officio member to the Commission, Marty Brubaker, on May 4th to discuss the City Attorney's suggestions for the process in the future phases of the comprehensive rezoning. To aid the process, in the future staff will prepare a written staff report on the reasoning behind the recommended rezonings for the comprehensive rezoning which will then evolve into a Findings of Fact which will be adopted by the Planning Commission and forwarded to the Mayor and City Council for their adoption. These staff reports and findings of fact will be similar to what was adopted as part of the Phase One comprehensive rezoning when the ordinance was introduced on April 28, 2009.
9. **Adopt-a-Planter:** The HBAC, with the help of the Town & Country Garden Club, kicked off the Adopt-a-Planter program at May Mart. Public Works will begin delivering planters to the adoptees in the Downtown this coming week. Of the 15 total planters to be made, only 9 have been constructed. Taylor's Concrete hopes to continue to make the remaining 6 planters at a rate of 1-2 per week so that the Public Works can get the remaining planters out to the adoptees later this spring.

POLICE DEPARTMENT

Calls for Service	CDS Arrests	Other Criminal Arrests (Including Warrants)	Parking Tickets	Moving Violations	DUI	Search Warrants Executed
3,148	15	48	884	180	10	0
<i>Numbers above are from 4/19/09 through 5/7/09</i>						

1. **Sex Assault Arrest (4/26):** At 1:30 a.m., an officer working an overtime assignment at the Cancun Cantina was approached by a female and her friend reporting that she had been assaulted. The victim had been dancing with a male she just met, when the male suddenly pulled her off the dance floor and pushed her against the wall. He held her by the throat and began touching her genital area. When the victim's friend saw what was happening, she intervened, and the suspect quickly left the bar. While talking with the officer, the victim spotted the suspect on the parking lot, and the officer was able to stop and arrest him. He was identified as Christopher James Holt of Mobile, AL.
2. **Handgun Arrest (4/26):** At 4:13 a.m. officers responded to the Sheetz store on East Washington Street where Washington County Sheriff Deputies had broken up a fight and recovered a handgun. Officers discovered that Robert Dewayne Lane of 1228 West Washington Street had been in a verbal altercation with another male. At one point he lifted his shirt to reveal a handgun in his waistband. When the altercation continued, he began to pull it out. At that point the other male grabbed it and was able to wrestle it out of Lane's hand. The two then fought until deputies who were in the area went inside and separated them. They recovered the handgun, a .45 cal., and detained the two until HPD officers arrived. Officers released the other male.
3. **Shots Fired During Apprehension of Wanted Person (4/24):** The U.S. Marshal's Office was conducting an operation in an attempt to locate a fugitive by the name of Darryll Cash. Two HPD personnel were assisting with the investigation. The Marshals and HPD personnel went to 239 Merrbaugh where they suspected Cash was hiding. The Marshals knocked on the front door for several minutes and received no answer. When movement was heard inside the residence, the Marshals decided to force entry through the rear door. Once inside, they found two females on the first floor of the two story duplex house. The Marshals went upstairs to the second floor and realized Cash was hiding in the attic. They used a bar stool to get through the opening and into the attic where they found Cash hiding. During the ensuing attempt to apprehend Cash, six to eight gun shots were fired. Cash was struck multiple times, and one of the Marshals suffered a possible broken leg. He was transported to WCH for treatment. After several minutes, Cash surrendered and was transported to Washington County Hospital for his injuries. The incident is still under investigation.
4. **Other News/Information**
 - HPD received notification that a grant application prepared by Officer Todd Dunkle has been approved for funding. The \$24,000 Justice Department grant will fund youth activities in the community. Funds will go directly to the youth activity providers. The YMCA and the Martial Arts School on West Franklin Street, run by Gary Holman, are two recipients identified to receive funding. Other funding from the grant has not yet been committed.

PUBLIC WORKS

1. **Butterfly Project:** Public Works staff worked with the Washington County Highway and the Board of Education to set the butterfly sculptures in the downtown. Public Works set all 30 concrete bases while WashCo Highway and the BOE set the actual sculptures. The sculptures will be moved to the Maryland Theater and S. Potomac St. in late June for the BOE auction.
2. **Adopt-A-Planter:** The Hagerstown Beautification Committee has worked over the last year to design and have constructed concrete planters. These planters will be placed by Public Works throughout the downtown at businesses that requested them. The businesses will be responsible for planting and maintaining the flowers. The city will retain ownership of the planters. The intent is to distribute the planters during the week of May 11, 2009.
3. **Signal Projects:** Two traffic signal projects are currently under way. The first is at the intersection of Cleveland and Jefferson. The existing signal controller is being replaced with modern equipment. The signal heads will also be replaced with larger 12" diameter lights. Public Works will be completing all this work. The second project is a total signal intersection replacement at Mulberry St. and East Ave. Contractors will install the concrete bases and main arms while Public Works completes the signal installation.
4. **Parking Enforcement:** Two part-time employees currently enforce the parking permits and meters in the downtown. Staff is working closely with HPD to manage the parking system. One enforcement officer works mainly with our street sweeping operations. The other patrols the parking lots and on-street parking and her work hours were increased from 4 hours to 6 hours per day so more area could be covered.

RECREATION DEPARTMENT

1. HAGER HOUSE PROGRAMS AND EVENTS:

- Tours: This past week was quite busy for booked tours at the Hager House. Tours were provided for four large groups. Three local schools, Paradise Mennonite, Hillside Mennonite and Pleasant Valley Elementary toured the Hager House with a total of 98 students. A bus tour is also scheduled for Saturday morning bringing another 42 visitors. Attendance for the beginning of the season is doing quite well.
- Hager House Programs and Events: Staff has been quite busy giving tours and last week's Museum Ramble attendance brought nearly 200 visitors to the Hager House grounds. We are pleased to announce that the attendance for the first month of the 2009 season was 520 visitors, 231 more than the 289 reported in 2008! The staff this week also spent time putting the final touches on our upcoming Colonial Clothing Workshop and Pike Festival activities and finalizing the annual inventory of items in the collection. Also additional work was done in preparation for the June events at our historic site.
- The Hagerstown Railroad Museum at City Park: Staff is very excited by the turn out of last weekend and very motivated to be open for the season. The Museum Ramble/Grand Opening weekend brought about 150 visitors to the Railroad Museum and this week two groups of students totaling 56 people visited the historic Site. The finishing touches of the cosmetic restoration of the cabooses should be completed this week. We look forward to an exciting and well attended 2009 season.

2. FAIRGROUNDS PARK

- 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. 4/30 - Elgin Boulevard & West Washington Street. Electric box at bottom of crossing sign open and wire exposed. Checked all equipment and secured box. Time Out: 16.4-16.7

- Fri. 5/1 - 1500 Pennsylvania Avenue (scheduled overtime). Disconnect service for switchgear testing. Re-connect upon completion of test. (Charge). Time Out: 16.8-21.6
- Sat. 5/2 - South Potomac Street & Wilson Boulevard. Partial Outage; replaced line fuse. Time Out: 8.6-9.5
- Tue. 5/5 - Walnut Lane (accident). Check damage to pole; transformer hangers bent, tightened bolts, checked crossarm. More work will be done during regular work day, May 5, 2009. HPD report to follow. Time Out: 1.0-2.1.
- 928 St. Claire Street. Total outage; found line and transformer fuses blown, and bad padmount transformer, replaced 100 KVA transformer, 1 (6T) and 1 (50T) fuses, power restored. Time Out: 5.7-8.2

2. **Distribution.** Recent activity included:

- The installation of poles, transformers, underground primaries, etc. is underway in the Cramer's Alley area.
- Replacement of underground primary has been completed at the Potomac Center on Marshall Street.
- Line crews disconnected service at the Potomac Center on Marshall Street for the yearly equipment testing. Service reconnected upon completion of testing.
- Water Department requested 35 ft. pole be installed for antenna at 151 Park Avenue.
- Jones Substation maintenance and feeder inspection continues.
- Line crews continue trimming trees in various residential locations.
- Line maintenance work continues in various areas.
- Metering Department received one high bill complaint this week. Upon testing found meter met all Public Service Commission requirements.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
22	0	3	0

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

- The Staff Engineer is preparing an inventory list of scrap materials to go out to bid. Over the past year, the Light Department has accumulated a few transformers and other oil-filled equipment that can be disassembled and recycled.
- The Electrical Engineer is preparing a design to replace a few poles in town. During routine maintenance, the poles were found to be somewhat rotten and bug infested. Jason is planning to have them replaced before the conditions worsen.
- Staff attended the PJM annual meeting where issues of transmission siting, short and long term pricing issues, and demand response were discussed as well as the overall view of how PJM's operations are affecting the market.
- Staff submitted a new electric tariff for the RGGI credit. The RGGI Rate Credit is a new line item required by the Maryland Public Service Commission on a customer bill. This credit is provided through the auction of Carbon Dioxide (CO2) emission allowances through the Regional Greenhouse Gas Initiative (RGGI) and provided to the Maryland Strategic Energy Investment Fund. The credit will start in June 2009. RGGI enables participating states to sell emission allowances through auctions and invest proceeds in consumer benefits such as energy efficiency, demand reduction, renewable energy, and other clean energy technologies. RGGI will spur innovation in the clean energy economy and create green jobs in each state.

WATER DIVISION

Plant Flows - System Demand (MGD)

Date	Willson	Breichner	Total
04/30/09	10.90		10.90
05/01/09	10.53		10.53
05/02/09	10.62		10.62
05/03/09	10.13		10.13
05/04/09	10.86		10.86
05/05/09	10.91	.06	10.97
05/06/09	11.37		11.37
Average			10.77

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

replacement this week).

Water Production at RC Willson

- Willson continues to operate well; water temperature is currently 58 degrees. We received 3.03" of rain this month, the river crested on 1530 on 5/5 at 19.7'. Raw turbidity peaked at around 300 ntu; finished water never exceeded .03 ntu.
- The instrumentation crew continues 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 been working on a faulty VFD at the Breichner Plant. They also installed a new flow meter at Pump Station #6
- The maintenance and instrumentation crews assisted Distribution with the installation of control valves, actuators and check valves on the west and east transmission mains and high service pump #5 at Willson.

Water Production at Breichner

- The Edgemont Reservoir is currently at +.2", the bypass and the hydrant are fully open. The Breichner Plant was operated on 5/5 while the Willson Plant was partially shut down for work on the transmission main.

Water Distribution

- This past week crews worked on Stuart Dr. installing the new 6" water lines. The 6" main has passed pressure test and bac-t and all service changeovers are complete. Crews continue to perform customer service related duties throughout the system and work on meter settings, meter reading and meter exchanges. The Jonathan St. main replacement has started and the Water Department is working with Brake Construction to get the new water main installed.

Laboratory

- We are still waiting on the MDE's approval before we have HBP begin printing this year's Consumer Confidence Report.
- Sampling materials for this year's SOC, VOC, and this quarter's THM/HAA testing have been received. We are working up a sampling procedure for sampling the 4 parameters. It should take two lab people the entire day next Wednesday to collect all samples necessary. The lab will not be available that day for line or extra sampling or testing; please let us know in advance if this will cause a problem.

Engineering

Reviews

- Building Permits 9
- Staff met with a property owner on availability of water service for lots in Maugansville.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, April 29, 2009	6.32	0.03
Thursday, April 30, 2009	6.21	0.00
Friday, May 1, 2009	6.64	0.43
Saturday, May 2, 2009	6.38	0.08
Sunday, May 3, 2009	6.92	0.33
Monday, May 4, 2009	11.22	1.23
Tuesday, May 5, 2009	11.62	0.40
Weekly Average/Total	7.90	2.50
Monthly Average/Total	8.56	2.47
Yearly Average/Total	6.09	8.96

- Heavy rains (2.50 inches) fell over the area during the past seven days, plant flows peaked at hourly rates as high as 17 million gallons. There have been some elevated test parameter results but we do not foresee any permit violations at this time. Overall the plant staff handled the rain event very efficiently.
- Maintenance staff completed 48 preventative and 39 corrective work orders during the month of April.

Wastewater Collection

Activity	Districts	Linear Feet of Main	Feet of Lateral	# of Lateral Inspections
Closed Circuit TV Inspections	4, 14, 15	2,547	476	43
Flushing	4, 10, 17	6,824		
Point Repairs		# of Repairs	Reason	LF of Repairs
Lateral Only	3	1	Roots/broken pipe	32
Main & Lateral	3	1	Roots	12
Main Line Only	3	1	Broken pipe	10

Customer Service Calls & Maintenance Repairs

- 11407 & 11252 Eastwood. Replaced grinder pump core.
- 20116 Cherry Hill. Replaced grinder pump core.
- Assisted Recreation Department with emptying the pool.
- Fueled equipment at Tammany Manor for Water Division.
- Distributed bio-bags throughout system to maintain grease control.
- Installed no rise manhole cover for overlay projects on Pennsylvania Avenue and North Cannon Avenue.
- Storm drain issues at Jonathan Street project washed debris into the open sewer line, crews will be cleaning from Jonathan to Memorial.

Laboratory

- Lab personnel observed Fredericktown Lab's sampling of the effluent stream from Mack Truck.
- Performance testing samples were ordered for the annual EPA required DMRQA laboratory testing.

Administration

- Staff met with Hospital officials and potential construction contractors to discuss their bids for the Pump Station and Force main construction project. A decision should be made by mid May as to the award of the contract.

Reviews

Sewer	City	County
Site Plan	1	1
Building Permits	9	3
Sewer Permits	1	

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

Respectfully submitted,

Bruce J. Zimmerman
City Administrator