



# City of Hagerstown, Maryland Status & Information Report No. 25 for 2009

July 2, 2009

To Mayor Bruchey and Members of the City Council:

## UPCOMING MEETINGS

◆◆ JULY 2009 ◆◆						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2 8 am Market In The Square  5 pm City Center Jazz Nights @ University Plaza	3 Holiday - City Offices Closed	4 6 pm Fireworks at Fairgrounds Park
5	6	7 4 pm Work Session	8	9	10 8:30 pm Friday Night Outdoor Movies @ Wash. Co. Free Library	11
12	13	14 4 pm Work Session	15	16 8 am Market In The Square	17	18
19	20	21 4 pm Work Session	22	23	24 8:30 pm Friday Night Outdoor Movies @ Wash. Co. Free Library	25
26	27	28 7 pm Regular Session	29	30	31	

### COMMUNITY AFFAIRS

- FISHIN' FRENZY.** The MIHI Fishing Frenzy on Saturday, June 20 was a success despite a soggy start. More than 150 individuals registered to fish in the lake at Pangborn Park. Winners have been posted on Chanel 6.
- JAZZ NIGHTS.** City Center Jazz nights continued with Scott Ambush and Friends. This week will be the final concert in the series featuring The Anita Thomas Quintet. Last week's City Center Jazz Nights attracted more than 170 people to University Plaza. The attendance for this event continues to grow and has been especially strong in recent weeks.
- JULY 4<sup>TH</sup>.** Preparations continue for the City of Hagerstown's July 4th Event at Fairgrounds Park which will take place Saturday, July 4, 2009 starting at 6 p.m. There will be children's crafts, musical entertainment and, of course, fireworks.
- BROCHURES.**
  - Going Green Brochures and Hagerstown Walks Brochure have arrived. The Going Green Brochures have been printed and are being put in the electric bills. This effort was done in part by the Engineering Department, Light Department and Water Department. (Brochure attached)

- Hagerstown Walks Brochure is completed. A promotional campaign is being created for this program. This effort was done in part by the City Administrator, City Engineer, Planning Director and the Community Affairs Director. (Brochure attached)
- 5. **HAGERSTOWN ADVANCE.** Hagerstown Advance - Hagerstown Advance will launch on August 3. Materials are being completed and reviewed.
- 6. **MARKET IN THE SQUARE.** Market in the Square was held Thursday in the Public Square. Market in the Square takes place the first and third Thursdays of every month from May through October.
- 7. **COMMUNICATION TO CITIZENS/VISITORS.**
  - (A) Airing on Hagerstown Government Television:
    - 150th Commemoration of the John Brown Raid with host Karen Giffin, Director of Community Affairs; Stephen Bockmiller and Tom Riford, President/Executive Director of the Hagerstown-Washington County Convention and Visitors Bureau.
    - Fireworks at Fairgrounds Park with host Karen Giffin, Director of Community Affairs and Co-Chairs Ted and Vicki Bodnar
    - City Center Jazz Nights with host Karen Giffin, Director of Community Affairs; Carl Disque & Ty Fleetwood of the City Center Jazz Nights Committee.
  - (B) Website:
    - To find out how to apply for the "Green Task Force" and the "Recycling Task Force" visit [www.hagerstownmd.org/Engineering/tackforce.asp](http://www.hagerstownmd.org/Engineering/tackforce.asp)
  - (C) Press Releases distributed this week include:
    - Fireworks at Fairgrounds Park
    - City Center Jazz Night
    - July 3rd Holiday Notice (City offices are closed).

## **ECONOMIC DEVELOPMENT**

---

1. **Minority and Women Business Program.** Application was submitted on June 25, 2009 to SBA for the monies earmarked (\$100,000) for the City of Hagerstown. The application is available in the Office of Economic Development.
2. **Architect-on-Call Design Assistance Grant.** The Maryland Downtown Development Association (MDDA) has approved the City's application for design assistance from their Architect-on-Call Program. This program is funded by the Maryland Department of Housing and Community Development (DHCD) and administered by MDDA. The grant is for the property located at 36, 38 and 40 North Potomac Street. Rocky's Pizza will be occupying 40 North Potomac Street. The architect will provide both hard copy and a digital representation of the design solution. The material should be received within 30 days.

## **ENGINEERING & CODE ADMINISTRATION**

---

1. **Staff Member Now LEED Certified Professional** Blaine Mowen, Code Compliance Inspection Supervisor achieved certification in the US Green Building Council "Leadership in Energy and Environmental Design," (LEED) and is now an Accredited Professional in New Construction. Congratulations Blaine!
2. **Terps Boulevard** C. William Hetzer contacted us and said they would be onsite in about a week to finish Terps Boulevard to Maugansville Road and it would be complete by September. They don't have a County access permit yet, but their engineering consultant has it in the works. The completion of this work has been a point of contention with the neighbors who want to use the new road.
3. **Speed Cameras** Tim Young attended a symposium with Sgt. Murray of HPD. Montgomery County receives 800,000 citations a year from 60 cameras and 3 mobile vans. The speakers emphasized that before this program is started there is much coordination to be done months in advance (County, SHA, judicial system, finance, public relations, public education, City attorney, additional personnel, etc.). The state law goes into effect October 1, 2009 but the cameras can only be used in school zones and work zones on higher speed roads.
4. **Design Projects**
  - Ridge Avenue island at Burhans Boulevard: Zach is preparing drawings.
  - Burhans Boulevard (Franklin Street to Salem Avenue) Traffic Mitigation: Tim is preparing RFP contract for curb & sidewalk work. We will also have pavement markings by Alpha and Signal work by Public Works.
  - Laurel Street storm drain: Zach will review drainage study and then prepare drawings after Ridge Avenue.

- Abatement for 24 West Franklin Street & 71 East Avenue: Tim is preparing contract with the bid opening in August.
- 5. **Property Maintenance** The property maintenance inspections completed by Code Administration ensure safety, neighbor vitality, minimum quality of life for residents and assist owners by finding property maintenance issues before they become big problems. In the coming weeks we plan to provide case studies of how we are accomplishing these goals.
- 6. **Countdown Pedestrian Signals** We are making two separate requests to the State Highway Administration:
  - Several hundred high school students will be attending the Barbara Ingram School for the Arts in the fall. Since they will be walking between the School for the Arts and the USMh campus, we requested countdown lights installed at the mid-block crosswalk on Washington Street by mid-August. The City plans to install countdown pedestrian lights at Antietam Street and Potomac Street in the next few months.
  - Several requests have been received to install countdown lights at the Burhans Boulevard/Franklin Street intersection and also at the Church Street/Salem Avenue intersection. We are working with SHA on this.
- 7. **Bicycle Master Plan** We are in the process of preparing a Bicycle Master Plan to present to the Board of Traffic & Parking. We have involved several local bike enthusiasts as well as representatives from State Highway. Dick Cushwa has offered to help prepare the Master Plan that will describe where we are now, and where we want to be in a few years. We have also developed a plan of bicycle paths that we would like to designate that will take riders all over the City (this will be included in the Master Plan). Our immediate plan is to add bicycle lanes as part of overlay on any streets on that map (specifically Pennsylvania Avenue this summer).
- 8. **Library Expansion** Rodney represents the City on this important downtown project's design team. On Tuesday, we visited the new libraries in Rockville and Frederick and saw the good and bad in their designs. The design team meets bi-weekly and the goal is to be under construction by July 1, 2010.
- 9. **Antietam Creek Dam at the Former M.E.L.P. Plant** Staff met with Mike Weller and representatives from the MD Department of Natural Resources and the U.S. Army Corps of Engineers to review safety concerns at the dam. The MD office of Dam Safety will be contacted to review the condition of the dam, and the City will install warning signs at both ends of the dam.
- 10. **Surveying, GIS Monthly Report**
  - Annexations: Worked on corporate boundary updating. Set corporate boundary monuments.
  - Cramer Alley: Staked conduit trench, storm drains, curb and sidewalk.
  - Began preliminary work for the switch to Civil 3D.
  - Researched and ordered new data collector from Carlson.
- 11. **"Go Green" Energy Conference** Staff attended the conference Monday morning in Frederick sponsored by Congressman Bartlett. It was a very good and extensive look at green practices at home, in the community and what governments are doing to be "Green".

## **PARKS DEPARTMENT**

---

1. **Greenway Trail** – The State of Maryland has awarded the City a Recreational Trail grant in the amount of \$30,000. The funds will be used for conduit and lights as well as amenities along Valley Road, an offshoot of the Hamilton Run Trail. To be 80% funded by the State, HLD completed installation of the lights along the Valley Road trail, just in time for the City's annual July 4<sup>th</sup> celebration.
2. **City Park** – As time allows, we will continue to repair the stone wall along the perimeter of the lower lake.
3. **Replacement Grills** – At Pangborn Park, City Park, Hellane Park and Hager Park, we removed the old deteriorated BBQ grills and replaced with new. Our goal is to keep grills in good working order close to all of our pavilions.
4. **Summer Help** - Western Maryland Consortium has supplied us with a supervisor and a crew of seven youths to assist in clearing out the bank and stream at Fairgrounds Park and Hagerstown Greens golf course.

5. **July 4<sup>th</sup> Prep** – Preparations include setting up the stage, tents, tables, chairs, 500 ft. of safety fence, and rental of sanipots, sinks and lights.
6. **Park Pavilions** – The fee to reserve one of our pavilions is \$50 if someone in the group is a City of Hagerstown resident; if no one in the group is a City resident, the fee is \$70. We accept pavilion reservations for City Park, Pangborn Park, Hager Park, Fairgrounds Park and Wheaton Park. Years ago, our park season was May through September, however, with the milder climate and public demand, the park season is now mid April through mid October. The expanded park season along with added pavilions has resulted in increased revenues:

FY 08/09	\$18,920
FY 07/08	\$17,510
FY 06/07	\$14,760
FY 05/06	\$11,935
FY 04/05	\$11,325
7. **Hagerstown Greens at Hamilton Run** – Work continues on the greens, tees and various other maintenance issues at the golf course. Also, we removed the netting, telephone poles and overgrown area rear of the old #5 green; landscaping and grass planting has begun.

## **PLANNING DEPARTMENT**

---

1. **Zoning Certificates Issued For New Businesses:**
  - 20 East Washington Street - Allied Bail Bonds - bail bonds office
  - 325 Virginia Avenue - Loyal Order of Moose Lodge #2435, t/a Antietam Moose - social organization
2. **Board of Zoning Appeals:** The BZA will hear the following cases on Wednesday, July 15:
  - 5 Nottingham Road - Ruth Thompson, t/a West End Pub - variance to reduce the side yard setback from 10 feet to 2 feet to construct a roof over a smoking area
  - 925 Frederick Street - Dawn Brooky - special exception for a home occupation for a sewing and alterations business.
3. **Planning Commission:** The Planning Commission considered the following matters on Wednesday, June 24:
  - Lots 16-25, Fridinger Avenue - Peachtree Suites, LLC - conditionally approved the final plat.
  - Antietam Academy - 40 West Oak Ridge Drive - conditionally approved the site plan for a new school building
  - Hagerstown Armory Reuse - Parking Calculation Approval - agreed that the intent of the Zoning Ordinance would be met via the provision of 7 on-site parking spaces and 19 off-site parking spaces.
  - Phase 2, Comprehensive Rezoning - recommended approval to Mayor and City Council.
  - Text Amendment for Nonconforming Uses in "R" Districts - expressed support; will consider again on July 8<sup>th</sup>.
  - Tree Canopy Cover Goal - recommended a City-wide tree canopy goal of 30% by 2050.
  - GIS Strategic Plan.

The Planning Commission will review the following matters on Wednesday, July 8:

  - Home occupation amendments to allow "home work stations" as an accessory use for residential units (rather than a special exception to the BZA)
  - Special exceptions for reuse of commercial buildings and spaces in the residential districts
  - Mini-warehouse storage facilities in the I-MU District
  - Wind and Solar Ordinance
  - New zoning district names
4. **Historic District Commission:** The HDC reviewed the following cases on Thursday, June 18:
  - 213 South Prospect Street - A. V. Rauth & Sons, Inc. - approved plans for a retaining wall
  - 1014 Hamilton Boulevard - Greg and Heidi Maciulla - approved an application for a replacement fence
  - 1042 The Terrace - Andrew Eshleman - approved plans to replace the front door
  - 5 Maple Avenue - John Flynn - approved plans to replace a rear window
  - 818 Forest Drive - Jennifer Smircina - approved plans to replace the roof
  - Workshop: 1042 The Terrace - Andrew Eshleman - guidance on mitigating outstanding zoning violation concerning basement windows
  - Workshop: 65-67 West Franklin Street - Nadar Daneshzadeh - guidance on replacement of bay window

The HDC will review the following cases on Thursday, July 9:

- 105 North Potomac Street - Doug and Kristy Carroll - roof replacement
- 31-33 West Antietam Street - A & S Associates, LLC - rear demolition and fence
- Workshop: 72-76 West Washington Street - John McPherson

5. **New Development Cases:**

- 295A-295B and 297A-297B Frederick Street - Peachtree Suites, LLC - simplified plat
- 125-127 Fairground Avenue - James McCarron, III - simplified plat

6. **The Trouble with Development Conditions in Annexation Petitions:** Staff have been approached by the developer of a large parcel that annexed into the City within the past couple of years with a large number of development conditions imbedded within the annexation petition. Given the current housing market, the developer would like to change the concept for this development from 376 housing units in a mixture of housing types to something around 150 housing units which are all single-family detached. This is a far preferable plan. Unfortunately, the developer cannot move forward because the annexation petition specifically prescribes the development plan. The new plan will require amending the annexation petition which involves a lengthy public review process with the Mayor and City Council. If the developer is not willing to take that step (for the third time in this case), we will be forced to require implementation of that higher density concept specified in the annexation petition. If the Mayor and City Council have a desire to incorporate development conditions into future annexations, a more preferable vehicle might be an “annexation agreement” which can be adopted and revised outside the more cumbersome annexation resolution/petition process.

7. **Heritage Grant for More Historic Plaques:** Our 2010 application to the Maryland Heritage Area Program for a third round of historic plaques will be reviewed by the Maryland Heritage Area Authority on July 9<sup>th</sup> in Crownsville. Staff will attend in case any questions arise. Staff are working with Hopewell Manufacturing in Hagerstown on the second round of historic plaques which should be ready for installation this summer.

8. **150<sup>th</sup> Anniversary Commemoration:** June 30 was the sesquicentennial of the arrival of John Brown in Hagerstown, en route to his destiny at Harpers Ferry. On June 30, 1859, Brown, his sons Owen and Oliver, and Jeremiah Anderson checked into the Washington House Hotel (on the site of the University of Maryland Systems on West Washington Street). He stayed in Hagerstown several days while he arranged to lease the Kennedy Farm in south-county as a staging base. This event was commemorated by the official unveiling of the first 12 Civil War Trails markers, using the one commemorating Brown’s arrival, for the official unveiling. This event was attended by Councilmember Haywood, Senator Munson and was well covered by the press. That evening, our own Steve Bockmiller, a writer and historian of minor note, offered an audio-visual program at the Academy Theater on the role of the US Marine Corps in the capture of Brown at Harpers Ferry. Approximately 30 people attended. We thank John Frye for bringing the Washington House hotel register with Brown’s signature from the Western Maryland Room for display at this milestone event.

## **PUBLIC WORKS**

---

1. **Jerry Gardiner to Retire:** Jerry began working for the City of Hagerstown in 1986 as our parking deck supervisor. On Tuesday, June 30<sup>th</sup>, Jerry finished his career with the City after 23 years of service. When he started, we only had one deck located on North Potomac Street. He ran this facility until 2007 when the new deck on South Potomac Street went into operation and then he oversaw both facilities. Jerry is a complete professional in his job and a pleasure to work with. We wish him the best of luck in his retirement and thank him for his years of service.
2. **A&E Deck Usage:** The Arts & Entertainment Parking Deck is seeing quite a bit of traffic. On Saturday, June 20<sup>th</sup>, there were two events at the Maryland Theater and one event at the Bridge of Life Church. By early morning, all 185 spaces of this deck were used and over 300 spaces at the N. Potomac Street deck were filled. The A&E Deck had to be closed to additional customers. While this many events at the same time is unusual, it is not unusual to see over 1,000 drivers use the A&E deck in the evenings and weekends every week. Since the gates are open from 7:00 pm to 6:00 am and on weekends, no money is being collected to help cover our operational cost. Later this year, staff would like to discuss with Mayor and Council the use of a \$1 fee for evening and weekends as reflected in the FY09/10 City Budget .
3. **South Potomac and Baltimore Traffic Signal Changes:** Recent changes were made to the traffic signal at South Potomac Street and Baltimore Street. Traffic flow was continually interrupted by an “advanced” pedestrian

signal. The operation of the signals was changed giving approximately another 17 to 22 seconds of vehicle travel on both streets. Drivers should see a noticeable improvement along the South Potomac Street corridor.

## RECREATION DEPARTMENT

1. **City Farmer's Market:** The past few weeks have really been busy - we had a great Father's Day turnout (yummy donuts & coffee). This weekend we're welcoming in Summer to the Farmer's Market and of course that means strawberries, blueberries and the soon to come corn! The vendors and customers alike are having good times and good food at the Market.
2. **Tours:** This week being the end of the month the statistics for June were compiled indicating over 1,500 people visited the Hager House this month! Staff is pleased by the steadiness of visitation during this past month as June draws to a close. This week staff has booked three group tours of our historic sites for later in the season. Group tours and bus tours seem to be on the rise as tourists are looking for the most economic way to spend their vacations.
3. **Hager House Programs and Events:** Aside from providing tours the staff spent time this week preparing for this Friday's "Freaky Friday" Ghost tour and the upcoming "Mother Goose Unplugged" Historical presentation. Additionally much effort was put forth to complete the logistics for the visit this Thursday July 2nd of a film crew from Historical Entertainment as they film scenes at the Hager House for an upcoming Civil War documentary. Staff also continued work on the project to digitize the donation files for the collection and looked ahead to events to be held later this Summer.
4. **Railroad Museum at City Park:** This week staff continued to put together the upcoming "Thomas Day" Event to be held on July 11th. Work was also done by staff to create some photo displays to be exhibited at the Historic Site as well as reviewing objects in the storage that could be brought out for display on a rotational basis. Staff also explored the possibility of creating a video tour that could be played in the Museum facility at special events and to accommodate visitors with special needs.

## UTILITIES DEPARTMENT

### ELECTRIC DIVISION

1. **Problem Areas.** Recent call-outs included:
  - Thur. 6/25 - 122 Ross Street. Tap on load side of cutout burnt off; replaced connector and re-connected service. Time Out: 20.4-21.2
  - Fri. 6/26 - 400 block of North Potomac Street. Total outage; replaced arrestor and fuse. Time Out: 15.5-16.6
  - Various locations. Numerous storm related total outages; tree limbs on power lines, replaced a 37.5kva transformer. Two circuits that serve the north and west side of town were out for approximately five hours until repairs could be made. Time Out: 17.0-2.5
  - Sat. 6/27 - Various locations. Several storm related outages; replaced triplex, connectors, fuses, and terminator. Time Out: 7.0-16.0
  - Mon. 6/29 - 454 North Jonathan Street. Total outage, lines down; replaced (2) fuses. Time Out: 18.0-19.9
2. **Distribution** Recent activity included:
  - The installation of poles, transformers, underground primaries, etc., continues in the Cramer's Alley area.
  - Inspection and repair of Feeders #1 and #4 at Fairground Substation continues.
  - Inspection of Feeder #2 at Fairground Substation has been completed.
  - Metering Department received no high bill complaints this week.
  - One Meter Department employee is attending a meter conference in North Carolina.
  - Line maintenance work continues in various areas.
  - Line crews continue trimming trees in various residential locations.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
24	0	3	0

3. **Engineering** Staff worked on the following projects:
- Pennsylvania Networks, Inc., spliced our fiber optic cable in three of the seven substations. This will complete Phase I of our SCADA project.
  - The EOM and the Electrical Engineer traveled to the fairgrounds in Frederick, Maryland, to attend a "Going Green" conference to see how the electric industry is progressing with clean energy processes.

<b>WATER DIVISION</b>
-----------------------

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

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
06/25/09	11.39		11.39
06/26/09	10.69		10.69
06/27/09	11.29		11.29
06/28/09	10.48		10.48
06/29/09	11.51		11.51
06/30/09	11.05		11.05
Average			11.06

**Water Production at RC Willson**

- Willson continues to operate well; water temperature is currently 82 degrees.
- The instrumentation crew has been working on the installation of new exhaust fans in the filter room and the pump room. They have also been investigating the need for several new ups units for the DCU cabinet.
- Operation and maintenance crews have been mowing and performing routine preventative maintenance.

**Water Production at Breichner**

- The Edgemont Reservoir is currently at -6.3', the bypass is open 1.5 turns and the hydrant is shut. The Breichner Plant was not operated last week; the manganese level is now exceeding .70 mg/l (high).

**Water Distribution**

- Crews are continuing to perform customer service related duties throughout the system which includes meter settings, meter reading and meter exchanges. The Jonathan St. main replacement project is going well and the Water Dept. has installed water main to the intersection of Jonathan St. and Pennsylvania Ave. The main passed pressure test and should pass bac-T test Thursday. We are working on the water mains in the Cedar lawn area and are planning to insert about 200' of 2" water line. We are also working with the City, County and State on the street overlay projects.

**Laboratory**

- A new section of line is being tested on Jonathan Street.
- The lab's NIST traceable analytical balance weights and thermometers were sent to Troemner to have them recalibrated. This is an EPA five year requirement.

**Engineering**

Reviews:

Building Permits            4

- Staff attended the Washington County Departments of Public Works and Planning outreach meeting presenting the new development plan review system.
- Staff met with the Board of Education consultant on finalizing Antietam Academy site plan.
- Staff collaborated with the T. Rowe Price water infrastructure consultant on resolution of service details.
- Staff met with City Planning Department Director on a draft annexation policy amendment.

**WASTEWATER DIVISION**

**Wastewater Treatment Plant at Frederick Street**

<u>Date</u>	<u>Flow (mgd)</u>	<u>Rainfall (inches)</u>
Wednesday, June 24, 2009	7.42	0.00
Thursday, June 25, 2009	7.16	0.00
Friday, June 26, 2009	7.92	1.17
Saturday, June 27, 2009	7.52	0.00
Sunday, June 28, 2009	7.11	0.00
Monday, June 29, 2009	7.14	0.00
Tuesday, June 30, 2009	6.99	0.00
Weekly Average/Total	7.32	1.17
Monthly Average/Total	7.94	6.43
Yearly Average/Total	6.78	17.93

- Maintenance cleaned the Cooling Tower, rotated cooling water pumps, and changed intake filters on the Oxygen Compressors.
- Maintenance investigated a problem with the PSA Skid and found the 9 valve was over heating. The 9 valve was adjusted and we also checked all the couplings on the skid valves.

**Wastewater Collection**

<u>Activity</u>	<u>Districts</u>	<u>Linear Feet of Main</u>	<u>Feet of Lateral</u>	<u># of Lateral Inspections</u>
Flushing	18,20,21	12,010		
<b><u>Point Repairs</u></b>	<b><u>Districts</u></b>	<b><u># of Repairs</u></b>	<b><u>Reason</u></b>	<b><u>LF of Repairs</u></b>
Lateral Only	21	1	Roots	18
Main & Lateral	1	1	Roots	24

**Customer Service Calls & Maintenance Repairs**

- Grinder pump alarms handled at the following locations: 11031 Parkwood Drive and 11024 Plumwood Circle.
- Dropped BIO Bags in manholes to control FOG and Chlorinate wet wells.

**Laboratory**

- Regulatory and process testing is running routinely.
- The lab's NIST traceable analytical balance weights and thermometers were sent to Troemner to have them recalibrated. This is an EPA five-year requirement.

**Administration**

- Staff attended the Washington County Public Works and Planning Department outreach meeting presenting the new development plans review system.
- Staff met with the Board of Education consultant on finalizing Antietam Academy's site plan.
- Staff attended a City Safety Committee meeting at the Human Resources conference room.
- Staff attended the Hospital kick off meeting for construction of the off site wastewater infrastructure.

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

Respectfully submitted,

Bruce J. Zimmerman  
City Administrator