



City of Hagerstown, Maryland Status & Information Report No. 27 for 2009

July 17, 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

1. EVENTS.

- Planning continues for this year's Augustoberfest and time was spent creating new crafts and obtaining supplies for the always popular Children's Area. Rack cards should be mailed out in the coming weeks.
- Creation of the fall events calender began this week. The flier should be distributed in Hagerstown schools soon after the beginning of the school year.
- Work is beginning on winter events- Hollyfest and City Center Holiday Showcase letters should be going out in the coming weeks.
- Approximately 200 people attended the July 10th outdoor movie at the Washington County Free Library.

2. HAGERSTOWN GOVERNMENT TELEVISION.

- Wind Down Friday at The Maryland Theatre with host Karen Giffin, Director of Community Affairs; Jay Constantz, Executive Director The Maryland Theatre and Benito Vattelana, Secretary Board of Directors The Maryland Theatre.
- National Night Out with host Karen Giffin, Director of Community Affairs; Brian Rising, Target Store Team Leader and Gerald Kendall, Hagerstown Police Department.

3. **CITY OF HAGERSTOWN WEBSITE.** The latest Requests For Proposals are available online at www.hagerstownmd.org/rfp.asp
4. **PRESS RELEASES.** Press releases distributed this week include: Potterfield Pool closed (July 16); Annual Pavement Preservation Program; "Civil War Encampment" on the Hager House Grounds Hager House offers monthly "Freaky First Fridays" Ghost Tours; Antebellum Hagerstown- "Before there was a Civil War"

COMMUNITY DEVELOPMENT

1. **CDBG-R.** We received word that our application for CDBG-R funds has been approved by HUD. These were funds included in "stimulus" funding approved by congress in February. Hagerstown will receive \$249,458 which will be used for the following activities:

Street overlay	\$ 74,000
Ridge Avenue Traffic Island	\$ 65,000
Curb ramp installation	\$ 60,000
Community Free Clinic	\$ 30,458
Staff administrative expenses	\$ 20,000
2. **Single Family Homeownership Program.** The house at 333 South Mulberry Street is scheduled to go to closing on July 28th. Century 21, our Home Ownership Program realtor, helped us market the house and find a buyer. The buyer's realtor, GMAC Realtor Services out of Frederick, has been very pleased with the process and the house. Century 21 is continuing to market and show the other properties and has been talking with other potential buyers.
3. **Neighborhoods 1st.** Residents in the City Park area met with staff on July 13 and have begun the process of forming a Neighborhoods 1st group. Their next organizational meeting is scheduled for 7PM on Monday, July 27. Location has yet to be determined.
4. **Tourism and Downtown Development.** Staff attended the Tourism and Downtown Development event in Frederick on July 16. The day focused on touring restaurants in Frederick and learning how those particular venues initiated their business. Members from the Eastern Shore updated the group on their "Eat, Drink and Buy Art" campaign.

ECONOMIC DEVELOPMENT

1. **Update on Architect-on-Call Design Assistance Grant.** The architect will be meeting with City staff, Bill Marlow (the owner of the property), Tom Norton (contractor) and Vinnie DiNicola (owner of restaurant) on Wednesday, July 22nd.

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 for the entire building facade. The material should be received within 30 days.
2. **Tourism, Arts and Downtown Development (TADD) Meeting.** Staff attended the quarterly TADD meeting in Frederick. The program included a tour of downtown restaurants, and an update about the Eastern Shore's Eat, Drink and Buy Art Initiative.
3. **HNDP Meeting.** The HNDP Board held their annual meeting on Wednesday, July 15th. The topic of discussion centered around the Baltimore Street property. The Board was interested in hearing from the community and non-profits organizations about their needs in order to put together a plan that would enhance that area. Library staff and County staff attended the meeting and stated they should know what area they will be interested in purchasing by no later than the middle of September.
4. **New Downtown Business Openings.**
 - 34 East Washington Street. **Uncle Louie G.**, Italian Ices and Ice Cream Business
 - 2 South Potomac Street. **By Grace**, Craft and Homemade Furniture Business
 - 4 South Potomac Street. **Anderson Photography**
 - 35 North Potomac Street, **Elevations Salon**

ENGINEERING & CODE ADMINISTRATION

1. **Stormwater Management Ordinance Changes Pending** All counties and municipalities are required to adopt changes to their local codes to reflect the Stormwater Management Act of 2007, regulations published recently by the Department of the Environment, and modifications to Chapter 5 of the 2000 Maryland Stormwater Design Manual.

Proposed stormwater management ordinances are due to MDE for review by November 11, 2009. After approval, those ordinances are to be adopted by May 4, 2010. MDE has prepared a model stormwater management ordinance to help this process along.

There are several sections that will represent significant changes in the way local stormwater programs are administered. The most notable of these is the requirement for a phased, comprehensive plan review process and it will be essential to provide "environmentally sensitive design".

2. **Edgewood Drive/Route 40 Construction** The preconstruction meeting for this \$12,000,000 project was held last Tuesday. Pessoa Construction from Fairmont Heights Maryland is the general contractor and they plan for work to begin next week and complete the project by the end of 2010. The project is a partnership of the City, County, and the State Highway Administration.
3. **Code Administration Cases of Note** On the attached flyer are two noteworthy (but not all that unusual) cases that staff deals with routinely. Both involve safety and protecting neighborhood vitality.
4. **Burhans Boulevard Traffic Flow** We are advertising a contract to reduce congestion on Burhans Boulevard between Franklin Street and Mechanic Street. The plan is to add a northbound left-turn lane from Burhans Boulevard to Salem Avenue, and thus provide two northbound thru lanes. The southbound traffic currently enters this intersection in one lane, and will remain in one lane until George Street. Bids will be opened on August 4th.
5. **MELP Dam** We sent a work order to Public Works to install "No Swimming or Wading" signs on both sides of Antietam Creek, and sent a letter to the owner of the former MELP site. Regarding removal of the private dam, our position is that it would be a State project and we can assist them if needed.
6. **Jonathan Street Reconstruction** New water and sewer mains have been installed from Church Street to the Medal of Honor Triangle, and the contractor expects to tie-in these new mains to the existing facilities by the end of July. Storm drain installation, new sidewalks and curbs, and landscaping will follow. The project is scheduled to be completed in December.
7. **Board of Traffic & Parking** The Board of Traffic & Parking recommended the following:
 - Install Crosswalks at three intersections (Northern/Hamilton, Northern/Oak Hill, Potomac/Memorial).
 - Leave our ordinance alone as it relates to on-street parking of commercial vehicles and trailers, as it is as strict as the new one being considered.

PARKS DEPARTMENT

1. **Park Benches** – Fourteen metal park benches were installed throughout City Park. We are also in the process of installing 14 park benches at Pangborn Park, Fairgrounds Park and the trail between the two.
2. **Hager Park** – Minor repairs and repainting the interior of the Hager Park residence continues.
3. **Western Maryland Consortium** – The crew from Western Maryland Consortium finished cleaning up the Hamilton Run Trail along Pangborn Park and are now cleaning up along Walnut Lane and Maggie's Hole, rear of Hager House Park. They will continue to work with us through Friday, July 24, and then move on to assist the Water Department. Cleaning up the limbs and debris was a time-consuming project and we are very happy with the job they did.

PLANNING DEPARTMENT

1. **Zoning Certificates Issued For New Businesses:**
 - 35 North Potomac Street - Elevations Salon - hair salon, including nails and facials
 - 350 Dual Highway - Wata Wings - restaurant

2. **New Development Cases:**

- 1134 Conrad Court (Lots 34-34A) - American Red Cross - final plat
- US 40/Edgewood Drive "Layover Area" - Adjacent to Paul Smith Boulevard

3. **Board of Zoning Appeals:** The BZA heard the following cases on Wednesday, July 15:

- 5 Nottingham Road - Ruth Thompson, t/a West End Pub - granted a 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 - granted a special exception for a home occupation for a sewing and alterations business, with the conditions that 1) no more than one additional person accompany customers for fittings; 2) customers park in the available off-street parking area; and 3) the business be operated in accordance with the testimony.

4. **Historic District Commission:** The HDC is scheduled to review the following cases on Thursday, July 23:

- 10 Public Square - Richard Daughtridge - restore brick and paint (facade grant).
- 43 South Potomac Street - City of Hagerstown - wayside exhibit
- 405 North Potomac Street - City of Hagerstown - wayside exhibit
- 163 South Prospect Street - City of Hagerstown - wayside exhibit
- 603 Oak Hill Avenue - City of Hagerstown - wayside exhibit
- 148 West Washington Street - City of Hagerstown - wayside exhibit
- 465 North Potomac Street - City of Hagerstown - wayside exhibit
- 1014 Hamilton Boulevard - Greg and Heidi Maciula - remove and replace stucco
- 35 North Potomac Street - Philip Smith/Elevations Salon - sign

5. **Community Legacy:** Our Maryland Department of Housing and Community Development representative advised us that this year the Community Legacy program is going to be EXTREMELY competitive. They have only \$4.45 million in funds for the program and received 170 letters of intent requesting \$30 million in funding. Because of this competitiveness, our rep suggested that we only submit one of our proposed projects for funding. She suggested that we drop the "Downtown Living Residential Grant Program" (grants to renovate or create housing units on upper floors downtown) and submit only the "Home PRIDE Residential Grant Program" (grants to workforce and elderly home-owners to fix up their homes in the Community Legacy area). Our rep also said that the County submitted a letter of intent for the Transit Center project and that their project will need to be wrapped into our application. The application is due on July 29th.

6. **Water Resource Element Study:** Meetings are scheduled for July 23rd to interview the qualified candidates who responded to the County's Request for Proposals for this project. The City's Planning Director is a part of this RFP review and interview team. The City is involved, because we are contributing funds to the contract so that the consultant will create the stormwater data that we need to complete the State's Water Resource Element requirement for our Comprehensive Plan. The City's contribution is included in the FY 2010 budget. We just submitted a letter to the Maryland Department of Planning requesting a six month extension to the October 1st deadline for compliance with H.B. 1141 (inclusion of a Growth Element and Water Resource Element in local Comprehensive Plan). Once we gain the stormwater data from the County's consultant, we will prepare the necessary amendment to the City's Comprehensive Plan and begin the public review process towards adoption in early 2010. Stormwater is all that remains for the City to fully comply with H.B. 1141.

PUBLIC WORKS

1. **Energy Grant:** A grant application was made to the Department of Energy for their *Energy Efficiency & Conservation Block Grant* to encourage long term energy conservation. This grant is part of the federal government's stimulus package. A predetermined amount was set aside for Hagerstown in the amount of \$179,500. Multiple departments had input of what projects to submit and in providing supporting documentation for the grant application. Staff has requested to use the funds to replace the lighting at the North Potomac Street Deck with LED lights (\$111,582), replace the remaining signal lamps with LED lighting (\$57,918) and provide LED lights to our City Light customers (\$10,000). All three projects fall within the guidelines of the grant application. The information was submitted on June 24th. It may be upwards of 60 days before hearing of the grant's approval.
2. **Augustoberfest:** Staff is already planning and preparing for the Augustoberfest event scheduled to be held on August 22nd and 23rd. The Central Parking Lot will mostly be closed for business beginning on Thursday August 20th for setup. More details on the closure will be forthcoming.
3. **Street Work:** Staff continues to mow, sweep and make repairs to storm drains and streets. Much of the work is in preparation for the asphalt overlay project overseen by the Engineering Department. Sidewalks along East

Magnolia, Frederick Street and East Antietam streets are next on the agenda for repairs due to street tree damage. Washington County Roads requested help with some minor landscaping on Chartridge and Eastern near the YMCA. The county installed a new traffic island on Chartridge at the request of the neighborhood. We installed the landscaping as part of our intergovernmental cooperation.

4. **Signal/Sign Work:** Red curbs are getting a fresh coat of paint throughout the city. A storm that hit the area in recent weeks damaged some electronic controls in 18 different signal cabinets. Staff is working to keep the controllers working properly and having the electronic devices repaired. Signs are being placed near the dam on Antietam Creek off of Mt. Aetna Road to warn people not to swim near the dam due to the potential danger of drowning.

RECREATION DEPARTMENT

1. **Tours:** Although there are no large groups scheduled for this week staff is very pleased with the pace of visitation continuing through the Summer season, a traditional downtime for visitation to our historic sites. Also requests for participation in our special programs and events continue to increase.
2. **Hager House Programs and Events:** Staff is very pleased with the visitor turn out thus far! For the month of July visitation to our historic site programs and events over two weeks is nearly equal to that reported for the entire month last season! Staff has been working hard on our special events and the next installment will be presented this evening with "Mother Goose Unplugged" the true story behind some of our popular Nursery Rhymes. Staff has also been spending a lot of time planning for the upcoming August events, "Antebellum Hagerstown" to be presented August 6th and the "Civil War Encampment" August 8-9 and "Colonial Family Days" August 29th.
3. **Hagerstown Railroad Museum at City Park:** This past week was an exciting one for our site staff. Last week's "Thomas the Tank Engine Day" was a success with over 100 people attending! The event was also featured in the Tristate section of the Herald Mail. Staff feels that although they were pleased with the turnout they are motivated with the opportunity to improve and build the event. Time this week was spent preparing for next months slide show presentation as well as for the events for the remainder of the season.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

1. **Problem Areas.** Recent call-outs included:
 - Sat. 7/11 - 236 Belview Avenue. Tree limbs on power lines; crew removed tree limb from service wires. Time Out: 11.6-12.5
 - Sun. 7/12 - 1223 Glenwood Avenue. Lines down; lines belonging to Antietam Cable and Verizon.
 - 1008 Noland Drive. Lines arcing; tree limbs were trimmed away from secondaries. Time Out: 16.0-17.0 (for the two calls on Sunday)
 - Mon. 7/13 - Various locations (re-connections for non-payment). Time Out: 17.6-18.3
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 one high bill complaint this week.
 - Line maintenance work continues in various areas.
 - Line crews continue trimming trees in various residential locations.
 - Temporary service remains at WPC as necessary repairs continue at their facility.
 - Several new service/upgrades were completed at various locations this week.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
7	0	0	0

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

- The Electrical Engineer joined Jim Bender, Assistant City Engineer and Mike Weller, Public Fire Education Officer and host of Good News Hagerstown on WJEJ Thursday afternoon. Jason discussed how HLD provides electricity to the residents of the City land and how they can save money by conserving energy.
- The Engineers met with representatives from the Washington County Library identifying present electrical service routes and the location of our transformer vault. The existing facilities need to be identified for their futures plans of expansion.

WATER DIVISION

Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
07/08/09	12.13		12.13
07/09/09	12.38		12.38
07/10/09	12.22		12.22
07/11/09	12.00		12.00
07/12/09	11.81		11.81
07/13/09	12.13		12.13
07/14/09	12.37		12.37
Average			12.15

Water Production at RC Willson

- Willson continues to operate well; water temperature is currently 81 degrees. Organics in the raw water continue to be elevated causing us to increase our coagulant dosage. Overall water demand has continued to rise over the last week.
- The instrumentation crew has completed the installation of new ups units at Willson, Breichner and the maintenance office at Park Avenue. They also replaced a signal generator at Pump Station #6 for the Smithsburg Tank level.
- Operation and maintenance crews have been mowing and performing routine preventative maintenance. They have also repaired a vacuum unit on the south sedimentation basin and constructed a concrete base for a new ups unit at the Breichner Plant.

Water Production at Breichner

- The Edgemont Reservoir is currently at -6.5', the bypass is open 1 turn and the hydrant is shut. The Breichner Plant was not operated last week; the manganese level is now exceeding 1.20 mg/l (very 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 is going well and the Water Dept. has installed water main past the intersection of Jonathan St. & Pennsylvania Ave. and should be ready for the tie-in next week. We are finishing up service changeovers and the insert on Cedarwood Dr.

Laboratory

- Regulatory and process microbiological and chemistry testing is running routinely.
- A new section of line was tested microbiologically on O'Neals East. It was approved for use.

Engineering

Reviews:

Site Plan	2
Building Permits	5

- Staff met with Long Meadow Shopping Center consultant and Distribution Division superintendent on a water main extension alignment.
- Staff attended the Pre-Bid Meeting for the West End Tanks Phase 2 construction.
- Staff met with restaurant owner's representative on upgrade of the water service for fire protection.

- Staff met with the consultant of the property owner on final approval of water service design for an office building.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

<u>Date</u>	<u>Flow (mgd)</u>	<u>Rainfall (inches)</u>
Wednesday, July 8, 2009	6.08	0.00
Thursday, July 9, 2009	6.13	0.00
Friday, July 10, 2009	5.95	0.00
Saturday, July 11, 2009	6.09	0.52
Sunday, July 12, 2009	5.92	0.00
Monday, July 13, 2009	5.99	0.00
Tuesday, July 14, 2009	5.89	0.00
Weekly Average/Total	6.01	0.52
Monthly Average/Total	6.44	0.13
Yearly Average/Total	6.76	17.98

Plant Projects

- Confined Space Entry - This was setup for the Crews from Light Division to install a temporary transformer on the Oxygen/Aeration Basin.
- BNR Mixer #13 – Inspected and replaced spare unit and also replaced the winch and cables.
- Transfer Pump - Installed a new piston and packing.

Wastewater Collection System

<u>Activity</u>	<u>Districts</u>	<u>Linear Feet of Main</u>	<u>Feet of Lateral</u>	<u># of Lateral Inspections</u>
CCTV	38	1,109	39	3
Flushing	19,20,21	2,156	-	-

<u>Point Repairs</u>	<u>Districts</u>	<u># of Repairs</u>	<u>Reason</u>	<u>LF of Repairs</u>
Main Line Only	1	1	Cracked pipe	7

Collection System Maintenance Task

- Pump Station #26 - Clean debris basket in the station
- Pump Station #3 and #10 – Muffin Monster installed.
- Collection System Crews scheduled inspection of Grinder pumps and Alarm System continues with six units completed in Brightwood Acres this week.

Laboratory

- Regulatory and process testing is running routinely.
- Maryland Department of the Environment inspector collected a sample of our effluent and split a sample of our composite to test our permitted parameter levels. This was an annual inspection.

Administration

- Staff met with a utility contractor to discuss the alternative wastewater service connection alternatives for 604 East Wilson Boulevard.
- Staff met on site with an East Wilson Boulevard residential property owner on central sewer connection alternatives due to a failed septic system.
- Staff met on a customer complaint regarding possible City responsibility for maintenance and repair of a commercial sewer connection.

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

Respectfully submitted,

Bruce J. Zimmerman
City Administrator