



City of Hagerstown, Maryland Status & Information Report No. 4 for 2009

January 30, 2009

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

◆◆ FEBRUARY 2009 ◆◆						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 4 pm Work Session	4	5	6	7
8	9	10 4 pm Work Session	11	12	13	14
15	16	17 4 pm Work Session	18	19	20	21
22	23	24 7 pm Regular Session	25	26	27	28

COMMUNITY AFFAIRS

1. **Butterflies.** The Department of Community Affairs worked to get the City's Butterfly rendering choice to the Washington County Board of Education. The Butterfly Project is a fundraising project of the Barbara Ingram School for the Arts.

2. **Cabin Fever Blues Bash.** The Cabin Fever Blues Bash will be held on Thursday, March 5, 2009 at the Maryland Theatre. Fliers for the event are attached.

3. **City Farmer's Market.** This week the Market features "Soups On!" Cooking contest Vendors compete to create savory soups. Contest judged 10-11. Samples available to Customers after 11 am. Next week will be We love our Customers Day! A different giveaway will be held every half hour from 8 am- 11:30 am. Special Giveaway at 12. Vendor specials all day. Live with Lou 8:30-10 am.

4. **Events**
 - Blues Fest Sponsorship packets, Blues Fest food vendor applications, and Autumn Arts Craft Vendor Applications were mailed out.
 - Maymart applications were mailed out and are already starting to be returned.

5. **Communication to Citizens & Visitors**
 - Press Releases distributed include: Liberal Leave Notice; Cabin Fever Blues Bash

COMMUNITY DEVELOPMENT

1. **Realtor's Seminar.** The City of Hagerstown hosted 31 local Realtors on January 29th for an informative session outlining services, policies and codes. The evaluations from the Realtors showed the event to be a valuable and positive experience to those in attendance. Partnering with Hagerstown Community College allowed participants to receive Continuing Credit hours for attendance. The day included presentations and discussions at City Hall and a lunch at the Academy Banquet Facility. As a successful way to share information, it has been decided to make this event an annual City offering for our Realtors.

ECONOMIC DEVELOPMENT

1. **Realtor Seminar.** Staff participated in the Realtors Seminar held jointly by the City of Hagerstown and Hagerstown Community College. Economic Development had the opportunity of highlighting city incentive programs and downtown redevelopment.
2. **140 South Potomac Street.** Settlement for acquisition of this property was held January 29, 2009.
3. **Weekly Capital Markets Update.** Attached for your information is weekly capital markets update issued by the Wye River Group.

ENGINEERING & CODE ADMINISTRATION

1. **Nuisance Abatements** Code Administration inspectors posted approximately 350 properties for nuisances (primarily weeds and trash) over the past several months. Over 50% of those properties appear to have been vacant when posted. A significant number of those vacant properties are the result of foreclosures and we anticipate property foreclosures will remain a problem for the foreseeable future. Excluding snow abatements, the number of abatements (where we 'fix' the issue and bill the owner) ordered by Code Administration over the past three years:

Year	Number of Abatements
2006	27
2007	60
2008	155

2. **"Dirty Book Store" Demolition & Cramers Alley Widening** Staff and the Mayor met with representatives of Bowman Development this week to keep this project moving. Bowman agreed to solicit bids for the book store demolition this week and plan to have a contractor selected by mid-February. Expect demolition to start in late February and be complete by late March. The alley widening contract will be advertised by the City next Friday for award by the City Council in March. The bid will include the reconstruction of Bowman's lot as we need to use it as a temporary alley during demolition and construction. The previously approved development agreement between the City and Bowman will set forth the responsibilities and improvements to be completed.
3. **Code Administration** Court cases this week:
 - John Ordonia was found guilty for failure to perform electrical work without permits and an electrical license. \$200 plus court costs for each charge.
 - Jan Nadeem of 12527 and 12523 Capstone Drive was found guilty for failing to remove grass/weeds from each of the above properties. She was charged \$200 plus court costs for each property.
 - Sarah Beets of 42 Wakefield Road was found guilty for failing to remove grass/ weeds and was charged \$400 plus court costs.
 - Mid Atlantic Property, owners of 56-58 and 60 East Franklin Street was found guilty for failing to remove grass/weeds and was charged \$200 plus court costs for each property.
 - Wells Fargo Bank, owner of 259-261 South Potomac Street was found guilty for failing to remove trash/rubbish and was charged \$100 plus court costs.

PARKS DEPARTMENT

1. **Pesticide Application Training** – On January 29, nine Parks Department employees attended the annual training to spray pesticides such as Round-Up, as required by the Maryland Department of Agriculture.
2. **Pangborn Park Restrooms** – Work continues on refurbishing the restrooms at Pangborn Park. This week, we are laying the block partitions.
3. **Municipal Stadium** – Work also continues on replacing the carpet in the Suns' offices with ceramic tile; this project is now 40% complete.
4. **Snow & Ice** – Snow and ice fell on January 27, keeping our crews busy clearing the sidewalks in our parks and playgrounds and clearing the parking lots for our user groups – Municipal Stadium, Ice Rink, Fine Arts Museum and Valley Art Gallery. The daily freezing temperatures resulted in taking more time to clear the ice.

PLANNING DEPARTMENT

1. **Zoning Certificates Issued For New Businesses:**
 - 49-R East Franklin Street - Synergy Management Services, LLC - property management office.

2. **Board of Zoning Appeals:** The BZA will hear the following case on February 18, 2009:
 - 105 Willard Street - Timothy Thompson - administrative appeal for the construction of a 184 square-foot shed addition to the rear of an existing 896 square-foot garage.

3. **Planning Commission:** The Planning Commission considered the following on January 28:
 - Phase Two of Comprehensive Rezoning - completed review of Phase 2 of the comprehensive rezoning amendments. A public review meeting will be held in March.
 - Wind Generators. The commission heard a presentation from Clay Zug, Planning Inspector, on the viability of wind generators in the city.

4. **Comprehensive Rezoning:** The public hearings with the Mayor and City Council for phase one of the comprehensive rezoning and the text for three new mixed-use zoning districts are scheduled for February 24th. The Planning Commission's public hearing on phase two is expected to occur on March 25th. Depending upon the amount of comments and revisions which may result from that hearing, the Mayor and City Council may not receive phase two until May.

5. **Window Repair Video:** The Planning Department and Community Affairs Department are cooperating on a project to create an educational video for Channel 6 on window repair. On Monday, Eric and Stuart met with a window repair expert and videotaped a demonstration and remarks on repair and repair versus replacement of historic windows. We expect this will be the first of a series of such videos.

POLICE DEPARTMENT

Calls for Service	CDS Arrests	Other Criminal Arrests (Including Warrants)	Parking Tickets	Moving Violations	DUI	Search Warrants Executed
932	4	17	144	90	2	0

1. **Injured Person (1/23):** At 7:50 p.m. a male called HPD reporting that a female was possibly injured and was on the ground somewhere in City Park. Multiple officers responded and began searching the area in vehicles and on foot. After searching for about 30 minutes, an officer found the female in a small wooded section near the southwest corner of the lake. She was lying among the rocks and appeared to be intoxicated and suffering from several small lacerations to her face. She was also wet from apparently falling into the lake. Officers helped her out of the area and took her to an awaiting ambulance. She was taken to WCH for treatment and later released.

2. **Attempted Abduction Report Found to Be False (1/23):** Officers conducting a follow-up investigation to the attempted abduction reported on January 21st have determined the story was false. The juvenile female who claimed to have been the victim had made up the story. She originally reported a white Hispanic male got out of a van and tried to force her to get in.

3. **Robbery (1/23):** At 12:40 a.m. officers contacted a male robbery victim at the WCH Emergency Room. He reported that a short time earlier, he was in the 1000 block of Noland Drive walking home when two black males approached him. One suddenly punched him in the face, knocking him to the ground. Once he was down, the suspects kicked him and demanded money. They took his cash from his pockets before running away. The victim suffered some lacerations to the face, and was later released from the ER.

4. **Combined Dispatch Center - City Employee Pensions**
 - A meeting was held on 1/26 at the WCSO where actuaries from the Washington County Pension System discussed the results of the Actuarial Study from the State of MD Pension System as it relates to the transfer of City communications employees to the consolidated 911 Center due to open later this year.

- It was the opinion of Mr. Ketzner of "CBIZ" that the additional funding due to be transferred from the State System to the County System should cover the deficit resulting from four of our employees who joined the State System prior to it being a contributory system. The only uncertainty arises from the fact that the State System may experience a loss during the time period remaining and this will likely reduce the amount to be transferred. It is anticipated that enough will remain to cover all costs.
- Still to be determined is the formula the County System will apply to the military credit for service due to two of our employees.
- Arrangements are being made to allow one-on-one meetings with County HR personnel to answer specific questions that our employees may still have.

RECREATION DEPARTMENT

1. HAGER HOUSE PROGRAMS AND EVENTS:

- Tours and Correspondence: This week staff fielded inquiries for tours and booked a tour in May for students from Pleasant Valley Elementary School. We also received a request from a group at HCC for a tour and a request for a wedding on the grounds in August.
- Hager House Programs and Events: Aside from compiling the mailing this week staff worked on Capital Improvement and budgeting for the historic sites for next fiscal year. Also time was spent drafting a mailing to be sent to potential reenactors and groups to increase their presence at the Museum Ramble and Autumn Arts Festival Events. Additionally, effort was spent researching possible climate control firms for a feasibility study of the Hager House as well as continuing with our ongoing research into future programs, events and grant funding opportunities.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

1. Problem Areas. Recent call outs included:

- Thu. 1/22
- 842 Frederick Street. Total outage; sparking secondaries, caused outage. Replaced (1) 6T transformer fuse, service restored.
 - Jefferson & Cleveland Avenue. Lines sparking; vehicle fire melted insulation on pole, repaired. Time Out (two calls): 19.6-21.2
- Fri. 1/23
- 819 Washington Avenue. Lights blinking; checked all connections at pole and house, no problem found. Informed customer an electrician would have to make repairs to equipment. Time Out: 1.2-2.1
 - 335 North Jonathan Street. Miss Utility emergency locate; area cleared for Water Department personnel Time Out: 4.2-4.5
- Sat. 1/24
- 126 West Howard Street. Miss Utility emergency locate; area cleared for Columbia Gas personnel. Time Out: 8.8-9.1
 - Hagerstown Ice Complex. Total outage; found balloons in 34.5 line in front of ice rink. Transferred load from AP Antietam to HLD Zayres, repairs made and load was transferred back to original position. Time Out: 17.0-18.5
- Sun. 1/25
- 145 East North Avenue. Miss Utility emergency locate; area cleared for Water Department personnel. Time Out: 4.2-5.0.
 - 600 South Cannon Avenue (Old Light Plant Building). Unlock gate for HPD. Time Out: 11.3-11.6.

2. Distribution. Recent activity included:

- Jones Substation maintenance and feeder inspection continues.
- Service and metering installed, completion job at National Golden Tissue, Willow Circle.
- Metering Department received four high bill complaints this week. Upon testing, found all meters to meet Public Service Commission requirements.
- Line maintenance work continues in various locations.
- Tree trimming continues in various residential areas.
- Despite the bad weather there were no related outages.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
11	0	2	0

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

- The replacement parts for the damaged voltage regulators arrived last week. The Substation Technician has completed the repair. These units will be tested and returned to Fairgrounds Substation to put our distribution system back into normal operation.
- The Electrical Engineer is in the process of designing the 34.5 kV sub transmission route between Mitchell Substation and Wesel Substation.

WATER DIVISION

Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
01/22/08	12.12		11.24
01/23/08	12.23		11.92
01/24/09	11.66		12.85
01/25/09	11.61		13.26
01/26/09	11.61		13.13
01/27/09	10.95		12.93
01/28/09	11.27		12.41
Average			11.64

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

Water Production at RC Willson

- Willson continues to operate well; water temperature is currently 35 degrees. Operators have been breaking ice on the basin and keeping the intake clear of ice.
- We were involved with a repair on the 24" transmission main and a 16" main break on Jonathon Street. We also experienced two power outages this week. The first was a partial drop on Saturday evening and on Wednesday evening we lost both feeds for approximately 3 hours.
- The maintenance and instrumentation crews have been working on a problem encountered with the 30" intake valve in the screen chamber at Willson. The valve is now moving but the old valve stem will need replaced. The old stem (approximately 40") was constructed of galvanized hollow tubing; we will be replacing this with stainless steel.
- The instrumentation crew has also been working on the PLC relocation at Pump Station #4.

Water Production at Breichner

- The Edgemont Reservoir is currently at -7.5', the bypass and hydrant are closed. The Breichner Plant was run two times this week in an effort to turn the clearwell over, it is now capable of producing water in an emergency.

Water Distribution

- This past week crews worked throughout the system performing a variety of customer service duties. The large meter repair program continues to go well and we are installing new radio read meters and checking fire line accounts. With current weather conditions, the Tammany Manor Drive main replacement project has been put on hold. We repaired several leaks in the past week including E. North Ave. and Belview Ave. We have also responded to over 25 customer service calls for either frozen lines or busted pipes.

Laboratory

- Our ability to collect routine sampling for bacteriological contaminants was tested this month due to the weather conditions. We were, however, able to collect and test the required number.

Engineering

Reviews:

<u>Water</u>	
Building Permits	5

- Staff met with Distribution Division staff on site at the Leitersburg Pike Lowes to address potential access issues for vault service work.
- Staff met with residents of the Smithsburg area regarding a water quality issue.
- Staff attended the West End Tanks Phase 1 progress meetings.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, January 21, 2009	6.47	0.00
Thursday, January 22, 2009	5.89	0.00
Friday, January 23, 2009	6.29	0.00
Saturday, January 24, 2009	5.91	0.00
Sunday, January 25, 2009	6.06	0.00
Monday, January 26, 2009	5.97	0.00
Tuesday, January 27, 2009	5.86	0.23
Weekly Average/Total	6.06	0.23
Monthly Average/Total	6.69	1.27
Yearly Average/Total	6.69	1.27

- The Wastewater Treatment Plant continues to operate efficiently; all parameters are within MDE compliance specifications.

Power Outage

- The plant experience a power outage on Saturday, January 24 at approximately 4:45 p.m. Due to a failure in the Allegheny Power subtransmission system feeding our plant, power was lost to buildings within the facility. The loss of power caused a bypass of the disinfection system for approximately 160,000 gallons. MDE and the Washington County Health Department have been notified. This is the first power outage with significant impact on our system since August 2004. Plant Staff will review Power Outage SOP's with operational personnel. Additionally with the completion of the ENR & UV Disinfection construction we will better prepared for this type of an event, we will be designating part of an old clarifier to overflow basin and we will be installing automatic backup generators.

Activity	Districts	Linear Feet of Main	Feet of Lateral	# of Lateral Inspections
Closed Circuit TV Inspections	4, 11	1,214	452	22
Flushing	4, 14, 21	1,572		

Customer Service Calls

- 1502 Kensington – replaced grinder pump core
- 11338 Eastwood - replaced grinder pump core

Administration

- Staff continues preparing budgets for FY 09-10
- Staff continues to meet with Hospital representatives to finalize pump station bid documents

- Staff met with the Hospital's consultant to discuss off site pump station, gravity and force main alternatives and flow capacities.

Reviews:	City	County
<u>Sewer</u>		
Site Plan	1	1
Final Plat	1	
Building Permits	3	

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

Respectfully submitted,

Bruce J. Zimmerman
City Administrator