



City of Hagerstown, Maryland Status & Information Report No. 47

November 21, 2008

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

◆◆ NOVEMBER 2008 ◆◆						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 5 am Fall Festival at City Market 6 pm Alsatia Mummers Parade
2 Daylight Savings Time	3	4 4 pm Work Session Election Day	5	6	7 7 pm Hagerstown Gridiron Championship Classic @ South High	8 5 am Fall Festival at City Market
9	10	11 No Meeting	12	13	14	15 10 am Fall Family Days at Jonathan Hager House & Museum
16 1 pm Fall Family Days at Jonathan Hager House & Museum	17	18 4 pm Work Session	19	20	21	22 5 am Fall Festival at City Market
23	24 5 pm Tree Lighting @ Public Square 7 pm Hollyfest @ MD Theatre	25 7 pm Regular Session	26	27 Thanksgiving Holiday - City Offices Closed	28 Thanksgiving Holiday - City Offices Closed	29
30						

COMMUNITY AFFAIRS

1. **BOARDS & COMMISSIONS LUNCH.** Plans were finalized for the boards and commissions appreciation lunch which will be held on Friday, November 21 at noon at The Academy Theater.
2. **DOWNTOWN HOLIDAY OPEN HOUSE.** The Downtown Open House will be held on December 4, 5, 6 and 7. Invitations are being sent out to the special Tea on Sunday, December 7, 2008. Lunch with Santa has been finalized and reservations are starting to come in quickly. The lunch will be held on Saturday, December 6 at 10:30 a.m. and 11:30 a.m.
3. **UTILITY RELIEF BENEFIT.** The Utility Relief Concert will be held on December 18 at 7:00 p.m. at the Maryland

Theatre. Sponsorship packets for the event are starting to return. Mr. Marshall spent the week in town finalizing music groups and doing promotional advertising.

4. **WINTER EVENTS FLIERS.** Winter events fliers hit the schools early this week and have been creating some wonderful response.
5. **GRAND OPENING OF THE ACADEMY THEATER.** The Grand Opening of the Academy Theater was held Tuesday at noon to a huge crowd. The christening of this wonderful new treasure was a brilliant success.
6. **TREE LIGHTING & HOLLYFEST.** The Downtown Tree Lighting and Hollyfest will be held Monday, November 24th. The Tree lighting activities will begin at 5:00 p.m. and the Christmas Tree will be lit at 6:00 p.m. Hollyfest will begin at 7 p.m. This past Monday night was the dress and technical rehearsal for the Hollyfest event. There will be 11 groups performing this year with special appearances by Dean of Magic, Bamboo the Panda, Miss Maryland and Lou Scally as Master of Ceremonies.
7. **COMMUNICATIONS TO CITIZENS AND VISITORS.**
 - **Press releases written and distributed to the media:** Treelight in Public Square & Hollyfest
 - **Airing on Hagerstown Government Television:** *Tree Lighting in Public Square* and *Hollyfest* with Director of Community Affairs, Karen Giffin and Events/Program Specialist Jennifer Kram; Master of Ceremonies, Lou Scally; Cindy Garland of Antietam Cable Television and Patricia Kuehl, Branch Manager of M&T Bank.
 - **Downtown Holiday Open House:** Find out what the local downtown businesses are offering during the Downtown Holiday Open House, December 4-7, 2008 www.hagerstownmd.org/downtownholiday.html

ECONOMIC DEVELOPMENT

1. **North Potomac Street Property Acquisition.** At the request of the City, Tom Plant, the developer of Darby Condominiums, has purchased a property located in the 400 block of North Potomac Street. Mr. Plant will be renovating and bringing the property up to code. This property could have been purchased by an absentee landlord and continued to deteriorate so we certainly appreciate the efforts of Mr. Plant to bring this property back to its full potential.
2. **Grand Openings**
 - **Academy Theater, Banquet & Conference Center.** The Academy Theater, Banquet and Conference Center had their grand opening on Tuesday, November 18th. City, State and County staff, as well as, elected officials attended the Grand Opening which included a luncheon prepared by Applause Caterers who occupy the second floor banquet facility.
 - **J.K. Dreambuilders, LLC.** On Tuesday, November 18th, a VIP Grand Opening Luncheon for Brokers, Realtors and Lenders was held by J K Dreambuilders to showcase their new luxury townhome condos to be constructed at 125 West Washington Street. The townhomes are three and four bedrooms ranging in size from 1,300 sq. ft. to 1,700 sq. ft. This project includes the demolition of the building on site.
3. **New Downtown Business.** Mister, Burton, Palmisano & French, LLC, an accounting firm, will be the first office tenant to occupy the property developed by Bowman Development on South Potomac Street, formerly known as the "Walker House".
4. **Studio Gallery & Tour.** Ron Lytle with the Contemporary Art Gallery and Tom Riford, Executive Director of the Hagerstown-Washington County Convention, Visitors Bureau met this week with staff to discuss a possible Art and Soul Studio and Gallery Tour next spring.
5. **Rocky's Pizza.** Staff continues to work with the owner from Rocky's Pizza to acquire a new home for the business. We are working toward opening up a full service Italian Restaurant and Pizza Parlor in the first block of North Potomac Street.
6. **Urgent Care Center.** Staff met with representatives of Antietam Health Services to discuss potential locations for an Urgent Care Center to be opened in the downtown area once the hospital makes the move to Robinwood. We also discussed the need for some type of emergency room services for those persons without insurance. Several properties were recommended.
7. **Commission on Aging Senior Center.** Staff is working with the Commission on Aging to find a location for a

Senior Center in Hagerstown. At this time, they are temporarily located at Girls, Inc. on West Washington Street. Washington County is the only county in the State of Maryland that does not currently have its own Senior Center, in fact, most jurisdictions have multiple centers.

ENGINEERING & CODE ADMINISTRATION

1. **Eastern Boulevard** Base pavement is nearly complete, and the medians are filled and landscaped. We expect the surface course of asphalt to be placed in next week or two, but we need about four days of 40° plus weather to lay the surface asphalt. As of now, it looks like after Thanksgiving we will complete all work from Conrad Court to Jefferson Boulevard but work in the intersection of Conrad Court and pavement repairs toward the Dual Highway will not be complete until spring.
2. **Jonathan Street** Water and Wastewater staff have completed their respective main replacements to about Murph Avenue, about halfway. Due to freezing temperatures and not being able to maintain an above ground temporary waterline, we will shut the job down for winter and re-open the street. The Wastewater Division has asked us to seek contractor prices on the remaining sewer work to ensure the work is being done as inexpensively as possible.
3. **Valley Road Stream Restoration** This project will be completed next week. The new walking trail is complete and all the landscaping in place. We are receiving e-mails from the public noting their appreciation for this new "nature area" in Fairgrounds Park.
4. **Mulberry/East Avenue Traffic Signal** The consultant is nearly complete with the re-design of the traffic signal at Mulberry/East and we expect to advertise this contract in December. We will have a contractor furnish and install poles, bases, conduit and sidewalk. Public Works' signal staff will furnish and install signal heads, wiring, signs and other related items. This project is needed for safety and better signal visibility.
5. **Parking Lots Done** Hellane Park parking lot and Madison Avenue parking lot are both complete and open to the public. (see attached pictures)
6. **Tis the Season...for Crows & Starlings** This time of year we experience the phenomena of a huge influx of crows and starlings. We have contracted Ehrlich to spray the trees five times over the next two weeks.
7. **Survey Seeks Contractor's Input** Our second round of surveys has been mailed out to area contractors and developers. Their response is expected within ten days, and will be followed up by meetings with our CAD Management team.

PARKS DEPARTMENT

1. **Hellane Park** - To be funded by POS, we removed the old play equipment and began preparing for new.
2. **Landscaping** - Botanica contacted the City about having a surplus of daffodil bulbs and offered to sell them at a discounted price of \$1.00/ea. For spring color, we had 2,300 planted in City Park, Fairgrounds Park and Pangborn Park.
3. **End of Season** - This week, we turned off the water and disconnected the lines at Fairgrounds Park; this was the last of our park facilities to winterize. Our crews are kept busy picking up limbs and debris and mulching leaves.
4. **Winter Prep** - To prepare for the winter season, we are installing snow plows and salt spreaders on our tractors and other equipment.

PLANNING DEPARTMENT

1. **Zoning Certificates Issued For New Businesses:**
 - 500 Maryland Avenue - KOH Systems - office use for sales of Kirby vacuum cleaners, including sales training, with incidental sales of vacuum cleaner supplies.
2. **New Development Cases:**
 - Dennis Eyler - 1038-1040 Hamilton Boulevard - parking lot.
3. **Board of Zoning Appeals:** The BZA reviewed the following cases on November 19:

- Harold C. Burgess - 1400 Salem Avenue - granted a variance to reduce the front yard setback from 25 feet to 5 feet to construct a deck.
- 154-156 South Potomac Street LLC - 154-156 South Potomac Street - upheld Zoning Administrator's decision citing the appellant with violating the Zoning Ordinance by eliminating existing on-site parking spaces.
- Andrew J. Simonse (t/a A.J. Simonse Electrical Co.) - 842 Guilford Avenue - granted a special exception for a home occupation for an electrical contracting business, with the conditions that at least one family vehicle must be parked off the street and that the requirements as set forth in the Zoning Ordinance must be adhered to; any deviation will be considered a zoning violation.
- William M. Schildt - 1050 Hamilton Boulevard - granted a variance to construct a fence 8 feet high.
- Rodney Lynn Price - 300 Radcliffe Avenue - granted a variance to reduce the front yard from 25 feet to 0 feet to construct an addition to an existing porch along Tracy's Lane.
- Justin Robert Gossard - 430 Liberty Street - granted a special exception for a home occupation for an internet sales business of automotive parts, with the condition that shipments be limited to car parts, as opposed to whole cars, frames, chassis, transmissions.
- Inner Court Family Worship Center - 101A East Washington Street - granted a special exception for a religious organization and a variance to reduce the required parking from 2 spaces to 0 spaces, with the condition that if the congregation grows beyond ten (10) members that the church will have to re-apply for another parking variance.
- Washington County Public Schools - 40 West Oak Ridge Drive - granted a special exception for a public school.

4. **Historic District Commission:** The HDC reviewed the following cases on November 20:

- 65 West Franklin Street - Reza-Azad - approved a facade alteration/signage and grant approval.
- 58 South Potomac Street - Charles Sekula - continued its consideration of gas patio heaters until the December 11 meeting.
- 1-3 North Potomac Street - Demcore Development - approved applicant's request to remove signage for exploration purposes.
- 101/109 South Prospect Street - St. John's Episcopal Church - approved an application for signage.
- 140-142 South Potomac Street - Frederick County Bank, c/o Roger Schlossberg, Receiver - approved an application for demolition of the building.

POLICE DEPARTMENT

Calls for Service	CDS Arrests	Other Criminal Arrests (Including Warrants)	Parking Tickets	Moving Violations	DUI	Search Warrants Executed
1,902	8	55	320	97	4	1

1. **Drug Distribution Arrests (11/14):** After receiving information of drug dealing at 343 Central Avenue the Street Crime Unit went there to investigate. Upon arriving, they saw two males attempting to flee out the back of the property. SCU were able to quickly detain them. On the ground where they were stopped detectives found a baggy containing approximately ½ ounce of crack cocaine. Detectives also located more crack cocaine and marijuana on the men. Detectives also searched the residence and located a small amount of marijuana and paraphernalia. As a result they arrested Harold Bentley of 343 Central Avenue and Jerry Allen Smith Jr. of 660 North Prospect Street. Both were charged with Possession With Intent To Distribute Crack Cocaine, Possession of Drugs, and related offenses.
2. **Armed Robbery (11/20):** At 7:03 p.m. officers responded to the Family Dollar Store on the Dual Highway for an armed robbery. The clerk told officers that a white male came into the store, displayed a knife and demanded money. After getting the money from the register, he fled the store. The suspect was a white male in his 20's, 5'-10", 170 lbs., with red hair and green eyes, wearing a gray hooded sweatshirt over a black hooded sweatshirt, blue jeans and white sneakers.
3. **Shots Fired (11/13):** At 8:21 p.m. officers responded to the 300 block of Jonathan Street for a report of shots fired. When they arrived, officers found an abandoned Jeep that had crashed into a fence on Murph Avenue at Jonathan Street. The investigation determined that a black male, who had been the passenger in a blue Ford F150, had fired one shot at one of the persons who had been in the Jeep. The Jeep's driver and occupant fled in the Jeep. The Jeep crashed and its occupants fled the scene. The street crime cameras are being used to assist in the investigation.

4. **Armed Robbery (11/14):** At 6:05 p.m. officers responded to J & M Racing and Collectibles on Maryland Avenue for an armed robbery. The employee reported that a black male, approx. 6'-4", 220 lbs., wearing dark navy blue sweat clothing and a ski mask, brandished a handgun and demanded money. After getting cash from the register, the suspect fled the store and was last seen running south.

RECREATION

1. **HAGER HOUSE PROGRAMS AND EVENTS:**
- **Tours:** Tours are scheduled for this week and the remainder of the season. The Hager House will welcome two groups of docent trainees from the Washington County Museum of Fine Arts on Thursday and Friday.
 - **Hager House Programs and Events:** Staff is very enthusiastic to report that the turn out for this past weekend's Fall Family Days was outstanding and exceeded expectation. Despite the inclement weather nine families and a Girl Scout troop turned out to enjoy this family friendly weekend of tours and colonial craft making, with a total attendance of 51 for the two days. Preparations continue for the upcoming "German Christmas Tours" to be presented December 2-28.
 - **The Hagerstown Railroad Museum at City Park:** Although closed for the season work continues to build the public awareness of the facility and plan for restoration and possible construction and facility expansion projects to be completed over the winter closed season.
 - **Open Position:** Interviews will be conducted this week to select a successful candidate to fill the vacant Recreation Assistant Position.

UTILITIES DIVISION

LIGHT DIVISION

1. **Problem Areas.** Recent call outs included:
- Thu. 11/13 - 300 block North Jonathan Street. Check damage to street light; found light pole broken in several pieces. Debris removed from site and returned to shop. New pole and fixture was installed during regular work day 11/14/08. Time Out: 20.5-21.4.
 - Fri. 11/14 - 1113 Linwood Road. Total outage; upon arrival found #2 primary burnt down. Trimmed trees away from problem area, sleeved primary, repaired pole top bracket and replaced (1) 10T fuse. Time Out: 15.5-18.7
 - Sat. 11/15 - 220 East Franklin Street. Tree on power lines; removed tree from triplex service, trimmed trees away from problem area. Time Out: 12.0-13.3
 - 1112 Rose Hill Avenue. Tree on power lines; removed tree lines from Verizon trunk lines and Light Department equipment, all equipment inspected with no problems found. Time Out: 14.1-14.7
 - Sun. 11/16 - 434 South Potomac Street. Residential outages and street lights out; #4 tap burnt off cutout, repaired tap. Time Out: 4.4-5.3
 - Tue. 11/18 - Street Light Patrol (various locations). Time Out: 17.4-20.0
 - 108 North Mont Valla Avenue. Lines sparking; trimmed trees away from problem area. Time Out: 20.8-21.8.
2. **Distribution** (Recent activity included):
- Lines Department personnel, assisted by the Parks Department staff, are in the process of placing Christmas trees at various locations in the City.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
42	0	1	0

3. **Engineering** Staff worked on the following projects:
- The Staff Engineer and the Electrical Engineer received a radio interference complaint from Administration. Thermal imaging was done on all of the Light Department's equipment in a two block radius around the origin of the complaint along with other tests. So far there has been no evidence of interference caused by electrical equipment.

- New parts have been ordered to replace the damaged substation equipment from the squirrel last week. We hope to have our system back to normal operation within a couple of weeks.
- Several new electric service designs, existing electric service relocations, and existing electric service upgrades have been completed.

WATER DIVISION

Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
11/13/08	10.50		10.50
11/14/08	10.20		10.20
11/15/08	9.95		9.95
11/16/08	10.22		10.22
11/17/08	10.44		10.44
11/18/08	10.18		10.18
11/19/08	10.11		10.11
Average			10.22

Water Production at RC Willson

- The Willson Plant continues to operate efficiently; water temperature is 48 degrees. The new West End Tank is full; we are now waiting on the VOC (volatile organic compounds), and bacteriological test results.
- The instrumentation crew backed-up all pump station PLCs (programmable logic controllers). They have also worked on a faulty UPS (uninterrupted power supply) at Breichner. They have also assisted the Distribution Division in the replacement of the suction line at Pump Station #2; this has deteriorated over many years of feeding chlorine.

Water Distribution

- This past week crews worked throughout the system performing a variety of customer service duties. The Water Division has completed the scheduled work on Jonathan St. for this winter and plans to start back up in the spring. We will be doing a final walk today to insure that the job is secure for the winter. The large meter testing program has been suspended due to cold temperatures but the repair program continues to go well and we continue to install new radio read meters in the Cross Creek and South Pointe areas. We also continue to work on overlay and new service installation.

Laboratory

- Manganese levels in the Edgemont supply have dropped, 0.22mg/l
- The lab tested the potable water in the newly constructed West End Tank. Bacteria tests were fine. A sample was also taken for VOC testing and sent to a contract lab. Results should be in next week.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
<u>Water</u>		
Site Plan	2	1
Building Permits	3	

- The 16" water line in the intersection of Jonathan St and Bethel St. passed main test on 11/12/08 and bac-t test on 11/13/08. There was 32'7" of 16" main tested. Water line is ready for main connections to side streets.
- Staff met with a representative of Hub City Sprinkler on NFPA standards and fire protection in residential buildings.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, November 12, 2008	4.94	0.00
Thursday, November 13, 2008	6.04	0.81
Friday, November 14, 2008	5.22	0.00
Saturday, November 15, 2008	5.58	0.36
Sunday, November 16, 2008	5.42	0.00
Monday, November 17, 2008	5.41	0.00
Tuesday, November 18, 2008	5.26	0.00
Weekly Average/Total	5.41	1.17
Monthly Average/Total	5.15	1.22
Yearly Average/Total	7.18	37.49

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

Activity	Districts	Linear Feet of Main	Feet of Lateral	# of Later Inspections
Closed Circuit TV Inspections	5	182	87	5
Flushing	12, 13	3,562		

- Collection System crews assisted with the temporary repaving of Jonathan Street, in preparation of re-opening the street next week.

Other

- 423 Summit Avenue. Inspected lateral to see if 425 Summit is connected through the same lateral, unfortunately the camera was unable to make this determination. Due to water in the line, we will contact the owner and request a dye test be run.
- 209 Mealey Parkway. Inspected lateral. Roots found in every joint of lateral from main to property line. We will schedule for replacement.

Laboratory

- A sampler was set at Hagerstown Book Binding to collect a sample of their discharge for testing.

Administration

- Staff attended MDE seminar related to Disadvantage Business Enterprise (DBE) standards for Grant and Loan Programs.
- Staff attended Munis Utility Billing workshop.
- Notice of Award was mailed to Johnston Construction and Conewago Enterprises for the Headworks and ENR/UV Projects; we have received procurement package approval from MDE for both projects. A pre-construction meeting is scheduled for Monday, November 24 for the ENR/UV Project.-

Reviews

	<u>City</u>	<u>County</u>
Site Plan	1	
Concept Drawing	1	
Building Permits	2	

QUOTES

QUOTES ON TEAMWORK (TO HELP WITH THE NEW MUNIS/TYLER FINANCIAL SYSTEM) FROM QUOTEGARDEN.COM

MONDAY. It is amazing how much you can accomplish when it doesn't matter who gets the credit. ~Author Unknown

TUESDAY. Cooperation is the thorough conviction that nobody can get there unless...everybody gets there. ~Virginia Burden

WEDNESDAY. Coming together is a beginning. Keeping together is progress. Working together is success. ~Henry Ford

THURSDAY. The nice thing about teamwork is that you always have others on your side. ~Margaret Carty

FRIDAY. No one can whistle a symphony. It takes a whole orchestra to play it. ~H.E. Luccock

SATURDAY. Sticks in a bundle are unbreakable. ~Kenyan Proverb

SUNDAY. None of us is as smart as all of us. ~Ken Blanchard

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

Respectfully submitted,

Bruce J. Zimmerman
City Administrator