



City of Hagerstown, Maryland Status & Information Report No. 6 for 2009

February 13, 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

- City Farmer's Market.** This week the Market features the "Sweetheart Cooking Contest" where vendors compete to make sweet treats with chocolate. Samples available after 10:30. Next week will be "We love our Customers Day" featuring giveaway drawings every half an hour as well as a live broadcast with Lou Scally.
- Blues Fest.** Blues Fest sponsorship packets continue to go out to potential sponsors. The committee is gearing up for the Cabin Fever Blues Bash being held on March 5, 2009 at the Maryland Theatre.
- Utility Relief Silent Auction.** The Hagerstown Hotel and Conference Center will be donating the Junior Ball room as well as the catering for the Utility Relief Silent Auction to take place on March 19th from 7 to 9 pm. The Smithsburg Jazz Band and Dwight Fulton will be entertaining at the event. Tom Riford of the Hagerstown/Washington County Convention and Visitors Bureau will be the Master of Ceremonies.
- Grand Opening.** Tuesday, February 17th at 1 pm will be the Grand Opening of Netta's Dollar And Sense at 57 1/2 W. Franklin St. Owner Lanetta Bristol stocks a wide variety of convenience items as well as hot beverages. Please stop in and welcome Netta's Dollar And Sense to the downtown.
- Economic Development Marketing.** Final review of staff was completed this week and the mapping of Economic Development Areas were created. A presentation was made to Mayor and City Council.
- COMMUNICATIONS TO CITIZENS & VISITORS**
 - The latest Requests for Proposals can be found online at www.hagerstownmd.org/rfp.asp
 - Listen to the first 2009 Blues Cast with this year's Cabin Fever Blues Bash featured artist Kelly Bell at www.blues-fest.org. Click on the Blues Cast button to listen.

COMMUNITY DEVELOPMENT

- Emergency Repairs.** We are working with a property owner from Georgia Avenue to replace leaking gas line.
- Neighborhoods 1st**

- Staff participated in HPD's Community Police Academy by presenting a segment on Neighborhoods 1st. The evening's focus was on Community Policing.
 - Neighborhood 1st members, Judy Wheeler and Ann Bass, joined staff for Good News Hagerstown on WJEJ. February is *Neighborhoods 1st* month and the hour talk show concentrated on highlights and personal accounts of positive changes witnessed as a result of participation in the program.
3. **Realtor Services.** One of the steps being looked at to increase the sale of homes under the Single Family Homeownership Program is securing the services of a real estate broker. A request for quotes was provided to real estate brokers. We received responses from nine firms. Century 21 Market Professionals presented the lowest quote at 3% commission. The range of the others was from 4% to 6%. We will present a recommendation to Mayor and Council to enter into an agreement with Century 21 Market Professionals to provide Realtor services.
 4. **Congratulations.** We were recently notified that John Pickett has completed the requirements necessary to receive the Economic Development Finance Professional designation from the National Development Council. This is the culmination of several years work, including four week long training sessions, each with a very comprehensive examination. The areas of study included real estate finance, business finance, and deal structuring.
 5. **Economic Stimulus.** We've received word that the final economic stimulus package will contain \$1B in funding for CDBG. According to the House Bill, this funding would be allocated according to the funding formula used to award entitlements each year. If this is indeed the case, Hagerstown should receive somewhere between \$200K-\$250K.

ECONOMIC DEVELOPMENT

1. **Downtown Business Assistance.** Staff is assisting with the Uptown Shoppes and Hoffman Clothiers to promote a Spring Cleaning Sale on March 19th, 20th and 21st.

ENGINEERING & CODE ADMINISTRATION

1. **RT 40/Edgewood Drive Bids** The State Highway Administration has informed us that the advertising date for the RT 40/Edgewood Drive has been changed to Tuesday, February 17th. The bid opening date is currently scheduled for March 26th.
2. **Failure to Register Rental Units** Enforcement action has been taken against 21 rental property owners for failure to obtain rental licenses.
3. **Jonathan Street** The bid opening will be February 17th.

PARKS DEPARTMENT

1. **Municipal Stadium.** Installation of ceramic tile in the Suns' offices is now complete.
2. **Pangborn Park Restrooms.** This week, we repaired, plastered and painted the interior walls of the restrooms at Pangborn Park. The next step is for the plumber to install the restroom fixtures.
3. **Fairgrounds Park.** At Fairgrounds Park, we removed approximately 200 ft. of deteriorated wooden fencing that surrounds the drainage pond rear of the Ice Rink and replaced with wooden guardrail.
4. **Hagerstown Colt League.** We are in the process of removing and disposing of seven old light poles at the Colt League Field in Hellane Park. These poles were lowered this past year due to safety reasons.
5. **Wind Damage.** Our crews were kept busy cleaning up all the limbs and debris in our parks and playgrounds as a result of the strong winds on February 11. In addition, we cleaned up a large Poplar tree that had fallen along the new Hamilton Run Trail between Fairgrounds Park and Pangborn Park.
6. **Web Site.** Staff has been working on ideas to improve our web site. One of our goals is to educate the public on the park rules and the amenities offered in each of our parks and playgrounds. In addition to listing what we have to offer, we wish to include answers to frequently asked questions. Staff will work with Web Coordinator Eric Hastings.

PLANNING DEPARTMENT

1. **Zoning Certificates Issued For New Businesses:**
 - 449 North Prospect Street - Bruce and Amy Carter - manufacture and retail sales of candles, room and linen sprays, cinnamon buns and tarts.
 - 761 East Wilson Boulevard, Suite B6 - V Nails - full-service nail salon.

2. **New Development Cases:**
 - 23-25 East Washington Street - City of Hagerstown - parking improvements.

3. **Planning Commission:** The Planning Commission discussed the following on February 11:
 - Summerland Manor Emergency Gate - advised the homeowners association rep to work with Washington County Engineering to secure an access permit for Atlantic Drive.
 - Commercial District Amendments - began review of commercial text amendments.

4. **Historic District Commission:** The HDC discussed the following on February 12:
 - 138 North Potomac Street - Dean Martin/Sign Here - approved flat-mounted signs and a grant application.
 - 113 South Potomac Street - Dean Martin/Sign Here - approved flat-mounted signage.
 - Workshop - 229 North Potomac Street - Zion Evangelical & Reformed Church/Linda Frakes - advised a church representative on information required for filing a Certificate of Appropriateness for demolition of the parsonage building.
 - Workshop - discussed design issues with the architect for the City Hall sky bridge project.
 - HDC Draft Marketing Plan - discussed proposed marketing plan and information sheet for utility billing insert.

5. **Maryland Cultural Data Profile:** We have been advised that in order to apply for Maryland Heritage Area grants, we must complete a Maryland Cultural Data Profile for the City. We are attempting to comply, although this profile system is clearly not intended for local governments – unless our chief reason for being is to present cultural events and/or sell artistic artifacts. We have an email into their help desk about what their expectations are for local governments for this online database.

6. **Discretionary Reserve Request:** We have received one request in February for a Discretionary Reserve allocation from the 2009 SCAP. The request is by Dynamark, Inc. for a multi-family site plan at Collegiate Acres. There is more than sufficient allocation available for this priority category in the Discretionary Reserve. The Planning Commission cannot approve the site plan for this project until all the sewer has been allocated. Staff and the applicants will be present at the February 17th Mayor and City Council meeting to discuss this request.

7. **Community Legacy Award for McBare's Pub Building:** Hagerstown Neighborhood Development Partnership, Inc.'s project to rehabilitate the McBare's Pub building received a Community Legacy award of \$150,000 in the latest grant round. Because their project was included in our application, the City must sign the commitment letter to accept the grant on HNDP's behalf. This item will be on the preliminary agenda for approval at the February 24th Mayor and City Council meeting.

POLICE DEPARTMENT

Calls for Service	CDS Arrests	Other Criminal Arrests (Including Warrants)	Parking Tickets	Moving Violations	DUI	Search Warrants Executed
2,006	10	28	498	140	3	1

1. **Strong Armed Robbery (1/30):** At 6:54 a.m. officers responded to the Hairport Salon on the Dual Highway for a report of a strong armed robbery that had just occurred. The female victim said she was leaving the business when a black male suddenly ran up, grabbed her purse, and tried to pull it away from her. As she tried to hang on, the victim was pulled down a small embankment. The suspect eventually got the purse and ran from the area.

2. **Attempted Armed Robbery (1/31):** At 10:28 p.m. officers contacted a male robbery victim at the WCH Emergency Room. The victim told police he had been walking in the first block of North Cannon Avenue when unidentified male wearing a ski mask and armed with a knife attempted to rob him. The victim struggled with the suspect and sustained several cuts to his hand. The suspect ran away without getting anything from the victim. The victim then walked to WCH for treatment.

3. **Drug Dealing/Resisting Arrest (2/2):** At 10:50 p.m. patrol units in the area of Reynolds Avenue and Memorial Boulevard saw what they believed to be a drug deal between a pedestrian and persons in a car. While they stopped the car, they called for other officers to locate and stop the pedestrian. When that suspect was spotted, he ran into a wooded area. Using a recently acquired thermal imaging device, officers were able to locate the suspect hiding in some foliage. He was identified as a 17 year old juvenile. During the search incident to arrest, officers found distribution quantities of marijuana and crack cocaine in his pockets. They also discovered he was wanted by WCSO for violation of probation. As officers were bringing him to HPD, he suddenly ran, still handcuffed, from the officers. They chased him down and had to use the Taser to get him under control. He was charged with possession with intent to distribute marijuana and crack cocaine.
4. **Large Disturbance at Cancun Cantina (2/8):** At 1:30 a.m. patrol officers observed a large fight at the Cancun Cantina on the Dual Highway. Numerous police units responded and by the time the disturbance was under control, six people had been arrested.
5. **Other News/Information.** The Washington County Delegation has sponsored a House bill authorizing the Sheriff of Washington County to appoint HPD officers as special deputy sheriffs. This will allow HPD personnel working as members of the Warrant Task Force to make arrests anywhere in Washington County, even if they are not accompanied by a Sheriff's Deputy.

RECREATION DEPARTMENT

1. **HAGER HOUSE PROGRAMS AND EVENTS:**
 - Tours and Correspondence: Staff spent a lot of time researching three historical questions relating to the French and Indian era habitation and governance of the Hagerstown area. These questions were submitted by an author for use on a historically based computer game currently in production. It was interesting to assist on this project.
 - Meetings: Staff will attend this week the monthly meeting of the Washington County Association of Museums and Historic Sites.
 - Historic Structure: Staff oversaw the completion this week of the installation of interior crack monitors and exterior survey points at the Hager House. The devices will be used to monitor and report on future movement of the historic structure.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

1. **Problem Areas.** Recent call outs included:
 - Fri. 2/6 - 951 Chestnut Street. Partial outage; found meter socket burnt, informed customer an electrician would have to repair damaged equipment. Disconnected service and meter removed. Customer will call when repairs have been made. (Charge) Time Out: 21.3-22.5
 - Sat. 2/7 - 951 Chestnut Street. Reconnect service and install new meter. (Charge). Time Out: 0.0-0.8
 - Sun. 2/8 - 1535 Oak Hill Avenue. Emergency locate for Miss Utility; area marked for plumbing contractor. Time Out: 11.7-12.4
 - 1113 Linwood Road. Check damage to meter; found meter destroyed by vandals, replaced meter. Time Out: 18.2-19.4.
 - Wed. 2/11 - 1613 Woodlands Run. Total outage; found main breaker tripped, reset. (Charge). Time Out: 16.5-17.2
 - Thu. 2/12 - 421 North Mulberry Street. Total outage; replaced (1) 10T fuse and #4 CU sleeve. Time Out: 4.5-6.5
2. **Distribution.** Recent activity included:
 - Jones Substation maintenance and feeder inspection continues.

- Metering Department received three 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.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
41	0	4	0

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

- The transformer vault for the Barbara Ingram School For The Arts was installed this week. Representatives from the Light Department have been inspecting each step of the installation.
- The Electrical Engineer has reviewed and revised the plans for the Cramer's Alley project. The existing overhead lines will be converted underground to improve the aesthetics of the entrance for the South Potomac Street Parking Deck.
- January had a record electrical usage. A colder month resulted in an increase of 10% usage over the monthly average.

WATER DIVISION

Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
02/05/09	11.39		11.39
02/06/09	11.37		11.37
02/07/09	11.39		11.39
02/08/09	11.28		11.28
02/09/09	11.24		11.24
02/10/09	10.91		10.91
02/11/09	10.67		10.67
Average			11.18

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

Water Production at RC Willson

- Willson continues to operate well; water temperature is currently 42 degrees.
- The instrumentation crew has finished the installation of a new chlorine analyzer on the finished water at the Willson Plant. They are working on the installation of several new analytical pieces of equipment at the Breichner Plant. They are also working on the PLC relocation at Pump Station #4.
- The maintenance crew has been performing routine work orders and painting at Pump Station #2.

Water Production at Breichner

- The Edgemont Reservoir is currently at -6.0', the bypass is opened approximately 4 turns and hydrant is closed. The Breichner Plant was not operated this week.

Water Distribution

- This past week crews worked throughout the system performing a variety of customer service duties. The large meter program continues to go well and we are installing new radio read registers and/or meters throughout to help with our meter reading responsibilities. The Tammany Manor Dr. main replacement project is back in full swing and we have installed several hundred feet of pipe this week. We have also responded to several more service calls for either frozen lines or busted pipes.

Laboratory

- 1st quarter USEPA THM-HAA sampling on our potable water was completed.
- Investigating a complaint from a resident on Fairmeadows Blvd. She claims her faucets are corroding badly.

Engineering

<u>Reviews:</u>	City	County
Site Plan	2	
Building Permits	7	

- Staff met with Planning Director on policy direction for additional water service for the Sharpsburg Crossing project on MD Rt. 65.
- Staff met with the developer and consultant for the T Rowe Price commercial development on the Downsville Pike at Rench Road.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, February 4, 2009	6.17	0.00
Thursday, February 5, 2009	6.10	0.00
Friday, February 6, 2009	5.94	0.00
Saturday, February 7, 2009	5.90	0.00
Sunday, February 8, 2009	6.03	0.00
Monday, February 9, 2009	6.03	0.00
Tuesday, February 10, 2009	5.85	0.03
Weekly Average/Total	6.00	0.03
Monthly Average/Total	6.09	0.05
Yearly Average/Total	6.49	1.73

- The Wastewater Treatment Plant continues to operate efficiently; all parameters are within MDE compliance specifications. Maintenance crews continue working on corrective and preventative maintenance work orders.
- ENR-UV Disinfection Project is 4.11% complete as of 01/31/09
- January monthly discharge permits was mailed to MDE and EPA, there were no violations during the month.

Activity	Districts	Linear Feet of Main	Feet of Lateral	# of Lateral Inspections
Closed Circuit TV Inspections	4, 11	1,371	322	13
Flushing	4, 14	3,221		

Customer Service Calls

- 1502 Kensington Drive – no power to grinder pump-made owner aware of the problem.
- 370 Key Circle – blockage – CCTV'd service connection, found roots in service connection and building sewer, excavated and removed roots from service connection.
- Summit Avenue main replacement project has started, excavated and laid 28' of 8" main.

Laboratory

- A new BOD incubator was received. It replaced faulty unit that was about to quit on us.
- Gar Palmer is recovering well. After he sees his doctor on the 16th, he should have a better idea when he'll be returning to work.

Administration

- Staff toured Cascade Facility (Hagerstown Fiber & Light), looking for alternative uses for the facility.
- Staff met to consider details of the Salem Avenue and City-wide sewer rehabilitation projects and the response to data requests from our consultant.

Reviews

	City	County
<u>Water</u>		
Site Plan	1	
Building Permits	7	

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

Respectfully submitted,

Bruce J. Zimmerman
City Administrator