



City of Hagerstown, Maryland Status & Information Report No. 7 for 2009

February 20, 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

- STATE OF THE CITY.** City Staff is working on the video presentation and collateral material for the State of the City Address which will be held on March 3, 2009 at the Maryland Theatre from 7 p.m. to 8 p.m.
- CITY FARMERS MARKET.** This week will be "We love our Customers Day" featuring giveaway drawings every half an hour as well as a live broadcast with Lou Scally. Next Week will be Market Mardi Gras Vendor Costume Contest and children's mask making.
- GRAND OPENINGS.** On Tuesday, Feb. 17th, Netta's Dollar and Sense at 57½ West Franklin Street celebrated its grand opening. Netta's sells a wide assortment of convenience items.
- UTILITY RELIEF SILENT AUCTION.** The Utility Relief Silent Auction will take place on March 19th from 7-9 pm at the Hagerstown Hotel and Conference Center featuring items donated by the Emral Shaool Family. Advertising is beginning to go out and the website to preview auction items is running:
<http://www.hagerstownmd.org/utilityreliefsilentauktion.html>
- COMMUNICATIONS TO CITIZENS & VISITORS**
 - Airing on Hagerstown Government Television: Black History Month Celebrates The 56th Presidential Inauguration: Barack Obama with introduction by Councilmember Alesia Parson-McBean and Ms. Janice Kelsh reading the poem "Emancipation" by Paul Laurence Dunbar.
 - 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.

ENGINEERING & CODE ADMINISTRATION

- Code Administration**
 - Keith Frazier was found guilty on one count each of performing electrical work without a permit and performing electrical work without a license. He was fined \$400 plus court costs for each count.
 - Mark Burns was found guilty of failing to remove rubbish and debris after being notified to do so. Charged \$400 plus court costs.
- Contracts currently being advertised for bids**

- Cramer Alley: We held a pre-bid meeting with eight prospective bidders. The bid opening will be held on March 11, 2009.
 - Dual Highway Sidewalks: The bid opening will be held March 10th.
3. **Safe Walk Routes to Schools** We met on site with the Board of Education, Health Department and funding agency to inspect the proposed walk route from the Gateway development to Salem Avenue School. We will submit a funding request to add pedestrian lights, signs and pavement markings at four signalized intersections and two un-signalized intersections.
 4. **Bester School** We are coordinating a response to a resident complaint about the safety of parents picking up children on Mulberry Street. We have set up a meeting next week with HPD, the school officials and our office. The resident is a bus driver and cannot attend but has explained her concerns very well.
 5. **The Board of Traffic & Parking** The board has invited Nestor to attend their March meeting to discuss the **red-light cameras**. This meeting will be devoted to this one issue, and it is a question and answer time for the boardmembers. The board may wish to hold a public meeting later.
 6. **Curb and Sidewalk Repair Notices** This week we mailed about 100 curb and sidewalk notices to residents that are on the streets due to be overlaid next year.

FIRE DEPARTMENT

1. **Charles Street** - At 6:02 A.M. Saturday morning firefighters were dispatched to a house fire at 47 Charles Street. When the first unit arrived within two minutes they reported heavy fire showing from the second floor of one side of a duplex.

The occupants of the fire side of the building were already outside but firefighters had to evacuate the residents on the other side of the duplex. Other arriving firefighters began an interior attack and quickly knocked down the main body of the fire. However by this time the fire had spread into the attic area, walls and ceiling. This took more time and physical labor to cut, pull and pry into those spaces to totally suppress the fire.

Our Fire Marshals and Fire Educator initially concentrated on the needs of the residents by offering them housing through the Red Cross but they made other arrangements.

Fire Marshals determined the fire was started by a space heater that had been acting erratic on Friday. It was also located very close to the bed and that was the material first ignited. Thankfully no residents or firefighters were injured.

PARKS DEPARTMENT

1. **Pangborn Park Restrooms** – Approved for funding by Program Open Space (POS), after the plumber completes installation of the restroom fixtures, we will install three exterior doors and the interior toilet partitions. When weather permits, we will paint the exterior.
2. **Hellane Park Play Equipment** – Also a POS project, we are in the process of installing replacement play equipment at Hellane Park. This project should be completed in two to three weeks so as not to interfere with Little League tryouts.
3. **Fairgrounds Park Irrigation System** – We poured a concrete slab and installed a stainless steel protection cage over the backflow preventer. The pump was installed by the plumber and the electric has been completed as well. Since the contractor is now 95% complete, we are cleaning up the area which includes picking up rocks, piles of dirt and leveling the fields.
4. **Work for Youth Leagues** – At the request of the National Little League the City removed the large concrete slab between the backstop and concession stand at Staley Park. On the Colt League field at Hellane Park, we finished removing and disposing of seven old light poles and are working with Colt League staff to obtain costs for replacement.

PLANNING DEPARTMENT

1. **New Development Cases:**
 - 747 Bowman Avenue - Amcor - incinerator addition (replacing an existing incinerator).
 - 108 East Franklin Street - Otterbein United Methodist Church - addition.
2. **Board of Zoning Appeals:** The BZA heard 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. The board upheld the Zoning Administrator's determination that allowing the shed addition to the garage would create a garage over 900 square feet, which is prohibited by the Zoning Ordinance. The board also determined that the Zoning Administrator does not have the authority to set the number of feet that must separate accessory structures. Therefore, Mr. Thompson will proceed with building the shed as a separate, freestanding structure immediately adjacent to the garage, affecting nearly the same appearance as if it were attached. Staff will discuss this decision with the Planning Commission to determine whether amendments are in order to fill this hole in the ordinance.
3. **Planning Commission:** The Planning Commission will discuss the following on February 25:
 - Commercial District Amendments - began review of commercial text amendments.
 - Proposed text amendment for contiguous structures for bulk regulations purposes.
 - Wind Generators - Maryland Model Wind Turbine Ordinance.
 - Annexation update for 2008.
4. **Historic District Commission:** The February 26 meeting has been canceled.

PUBLIC WORKS

1. **Market House Heat Update.** A pre-construction meeting was held on Thursday February 12, 2009, to discuss the details of the new heating system at the Market House. For the next month, submittals will be reviewed regarding the equipment to be installed while the purchase of pipe and other incidentals occur. Work in the facility will begin in late March or early April. Beaver Mechanical Contractors, Inc. will be completing the work.
2. **Parking System Update:**
 - Jason Rodgers has been chosen for the position of Parking System Supervisor. He begins work on Monday February 23, 2009, and will work along with Jerry Gardiner until Jerry's retirement a little later in the year. Jason worked for Public Works before in a supervisory role and did a great job. We welcome him back and feel he will be a good fit for the job.
 - Free parkers were taking advantage of the open space in the Central Lot where buses and RVs were supposed to park. Over time, drivers took advantage of the space that had no meters or signs. The engineering department designed new spaces and a loading zone that allows for permit parkers only. The new layout is now complete.
 - Notices were sent to Award Beauty School and Demcore LLC regarding back payments for parking deck passes. A time line was set for payments to begin or the deck passes would be deactivated. Demcore's time ran out and no payments were received. Their 15 passes were deactivated as of Tuesday, February 17th. We are still working with Award Beauty School on their payments.

RECREATION DEPARTMENT

1. **FAIRGROUNDS PARK.** This year we will host four community yard sales. The first date is April 11th. The yard sales run from 7 a.m. to 2 p.m. For reservations, please call 301.739.8577, ext 190.
2. **MARKET.** One new vendor starting in March. Brad Weaver of Castle Creek Farm will be selling a variety of farm fresh herbal products.
3. **HAGER HOUSE PROGRAMS AND EVENTS**
 - Staff was pleased with the response to the "Herbs" presentation we presented at Wilson College last Thursday evening, it was well received.
 - The 2009 calendar of events features a total of 20 events and presentations plus additional monthly schedule special children and family oriented tours and activities. Staff searched out on-line listings to promote our individual events.
 - Staff also began the annual collections inventory for submission to the Washington County Historic society.

4. **HAGERSTOWN RAILROAD MUSEUM AT CITY PARK.** This week staff consulted and reviewed an article to be published in the Cracker Barrel and other Railroading History publication about Western Maryland steam locomotives and specifically the Locomotive 202.
5. **SMALL MUSEUM ASSOCIATION.** This weekend and early next week the Historic Sites Facilitator will attend the 25th annual Small Museum Association Conference in Ocean City. Staff looks forward to gaining knowledge on seeking out and retaining volunteers and the newest developments in applying technology to museum interpretation and building school and curriculum similar historic programs.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

1. **Problem Areas.** Recent call outs included:
 - Sat. 2/14 - 45-47 Charles Street. Structure fire; disconnected service and removed meters. Time Out: 6.7-7.5
 - 709-711 Forest Drive. Miss Utility emergency locate; area cleared for Columbia Gas personnel. Time Out: 20.2-20.7
 - Mon. 2/16 - 757 West Washington Street. Total outage; turned breaker on, power restored. (Charge). Time Out: 9.7-19.9.
 - Tue. 2/17 - Street Light Patrol (various locations). Time Out: 18.3-21.0.
2. **Distribution.** Recent activity included:
 - Line crews were kept busy during recent wind storms with wires down, trees on wires, etc. Trees on power lines were minimal due to our aggressive trimming and line maintenance program.
 - Light Department personnel assisted Allegheny Power crews in the Waynesboro, PA, area to restore power to customers affected by recent wind storms.
 - Line maintenance work continues in various locations.
 - Tree trimming continues in various residential areas.
 - Metering Department received four high bill complaints this week. Upon testing, found all meters met Public Service Commission requirements.
 - Jones Substation maintenance and feeder inspection continues.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
30	0	3	0

3. **Engineering** (Staff worked on the following projects):
 - The Electrical Engineer completed the electrical construction design and details for the Cramer Alley project. Poles will be removed in Cramer and Matthews Alleys, and additional work on the remaining poles will need to be completed to keep them from warping and leaning.
 - Additional tools and construction materials are being reviewed for purchase to replace existing equipment. The new equipment will be safer and easier to work with.
 - 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>
02/12/09	11.28		11.28
02/13/09	11.15		11.15
02/14/09	10.58		10.58
02/15/09	10.82		10.82
02/16/09	12.01		12.01
02/17/09	10.86		10.86
2/18/09	10.85		10.85
Average			11.07

- 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 41 degrees.
- The instrumentation crew continues working on the installation of several new analytical pieces of equipment at the Breichner Plant. They are also working on the PLC relocation and SCADA installation at Pump Station #4.
- The maintenance crew made repairs to the lime hopper/feeder at Willson. They have also been performing routine work orders and painting at Pump Station #2.

Water Production at Breichner

- The Edgemont Reservoir is currently at -6.1', the bypass is opened around 3 turns and hydrant is closed. The Breichner Plant was not operated this week.

Water Distribution

- This past week crews worked on Tammany Manor Drive installing the new 8" water line along with the installation of fire hydrants. Things are going well and the project is nearing the halfway point. Crews continue to perform customer service related duties throughout the system and work on meter settings, meter reading and meter exchanges and, except for a few service lines hit by contractors, this week has been leak free and has given the crews a well-deserved break.

Laboratory

- We investigated a complaint from a resident on Fairmeadows Boulevard. She claims her faucets are corroding badly and she had a sample of her water tested and the report came back that her water had a pH of 5.0. We tested and found her water normal at a pH of 8.0.
- Performance evaluation samples for microbial analysis of potable water recertification were purchased and received. The results must be submitted before March 20th.

Engineering

	<u>City</u>	<u>County</u>
<u>Reviews:</u>		
Building Permits	9	

- Staff attended the Jonathan Street project pre-bid meeting.
- Staff reviewed and updated the standard detail section of the consolidated Water and Wastewater Standards and Specifications.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, February 11, 2009	5.87	0.14
Thursday, February 12, 2009	5.87	0.00
Friday, February 13, 2009	5.72	0.00
Saturday, February 14, 2009	5.62	0.03
Sunday, February 15, 2009	5.70	0.00
Monday, February 16, 2009	5.82	0.00
Tuesday, February 17, 2009	5.57	0.00
Weekly Average/Total	5.74	0.17
Monthly Average/Total	5.97	0.22
Yearly Average/Total	6.40	1.90

- 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.

Activity	Districts	Linear Feet of Main	Feet of Lateral	# of Lateral Inspections
Closed Circuit TV Inspections	4, 7	1,525	430	22
Flushing	4, 7	1,947		
Point Repairs		# of Repairs	Reason	LF of Repairs
Joint Testing	21	On-Going Summit Avenue	Broken Pipe & Roots, Offset Joints	52

Customer Service Calls

- 11105 Mahogany Drive – replaced grinder pump core.
- Summit Avenue main replacement project continues. Total replacement to date is 52 feet.

Administration

- High Winds last week caused temporary power outages at the Wastewater Treatment Plant and several of the Collection System Pumping Stations, no overflows occurred during these outages.
- Monthly Project meeting were held for both ENR-UV & Headworks Projects. Projects are proceeding on schedule.
- Staff attended Jonathan Street project Pre-bid Meeting.
- Staff reviewed and revised detail comments updating this section of the consolidated Water and Wastewater Standards and Specifications.
- Staff met with Hospital representative and consultants on design additions to the bid documents for offsite wastewater facilities.

Reviews:

City

County

Sewer

Building Permits

9

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

Respectfully submitted,

Bruce J. Zimmerman
City Administrator