

City of Hagerstown, Maryland Status & Information Report No. 34 for 2016

August 26, 2016

To Mayor Gysberts and Members of the City Council:

UPCOMING MEETINGS

AUGUST 2016						
<i>* For additional information and a complete list of City events, please visit our Calendar of Events on the City's website at http://www.hagerstownmd.org/calendar.aspx</i>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 4pm 98 th Special Session 4:10pm Work Session 5:30-8:30pm National Night Out @ Fairgrounds Park	3	4	5	6
7	8	9 No M&C Meeting	10 4pm Planning Commission Meeting	11	12	13 7am-2pm Community Yard Sale @ Stables at Fairgrounds Park
14	15	16 3pm Executive Session 4pm Work Session	17 7pm Board of Zoning Appeals	18	19	20 8am 4 th Annual City Championship Golf Tournament @ The Greens at Hamilton Run
21	22	23 4pm Work Session	24	25 4:30pm Historic District Commission Meeting	26	27 11am Augustoberfest @ City Center
28 11am Augustoberfest @ City Center	29	30 6:30pm Executive Session 7pm Regular Session	31 7pm Planning Commission Meeting			

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

1. **Neighborhoods 1st:** Staff held an initial Neighborhoods 1st start up meeting with a group of 10 to 12 residents in the Elizabeth Street and Madison Avenue area of the West End. Residents are interested in forming a group and a follow up meeting is scheduled in September.

2. **Events:** Augustoberfest will be held on August 27 & 28, 2016. On Saturday the event will be held 11 a.m. to 10 p.m. and on Sunday from 11 a.m. to 5 p.m. This Hagerstown tradition, now in its 21st year, features Bavarian entertainment and food. The official keg-tapping and Mayor's address will be at 2 p.m. on Saturday.

INFORMATION TECHNOLOGY & SUPPORT SERVICES

COMMUNICATIONS

1. **This Week's Headlines and Media Releases:**
 - Advisory: Yard Collection Delayed for Tuesday Morning
 - Traffic Advisory: East Lee Street
 - E-casts:
 - Main Street September Newsletter
2. **Channel 25:**
 - Watch the City Newsroom at the top of every hour. This week's news stories include:
 - Hagerstown Cultural Trail video update
 - Thunder in the Square Promotion
 - City Park Fall Fest Promotion
 - Augustoberfest Preview
3. **Websites:**
 - *City Website:*
 - About 9,100 users visited www.hagerstownmd.org for the week of August 15-21, 2016
 - Top entrances (first page users accessed on the website):
 - ▶ Home page 3,530 users
 - ▶ Utility Billing page 492 users
 - ▶ Jobs page 325 users
 - Top Searches:
 - ▶ "building permit"
 - ▶ "bid results"
 - ▶ "bus service"
 - ▶ "engine room art space"
 - ▶ "transportation"

PARKS & ENGINEERING

ENGINEERING DIVISION

1. **Annual Pavement Preservation Program.** Patches are about complete and the slurry is expected to begin next week. We have prepared drawings of pavement markings for contractor.
2. **Mulberry Avenue at Pangborn Boulevard.** We are rethinking the traffic calming issue presented by the residents and expect to develop a raised crosswalk across Mulberry Avenue on the south side of Pangborn Boulevard to allow residents to cross Mulberry Avenue to walk to Pangborn Park and other destinations. We will work on details in the coming weeks.

3. **Engineering**

Traffic issues		
Description	Week of 8/19/16	Year to date
Traffic complaints received	2	128
Work Orders completed	1	83
Traffic counts completed	0	34
Construction Projects		
Description	Week of 8/19/16	Year to date
Projects advertised for bids	1	14
Projects under construction	7	
Projects completed	0	7

PARKS & RECREATION DIVISION

1. **National Road Park.** Funded by CDBG, we continue to construct the retaining walls in our newest park located at 806 West Washington Street. We are also working on the parking area and curbs.



2. **Fit Room at Fairgrounds Park.** We are finalizing the drywall in our new indoor rec room.
3. **Golf Course Tournaments.** The 4th Annual City Championship 2016, held on Saturday, August 20, 2016 at The Greens at Hamilton Run registered a total of 34 golfers. The tournament was sponsored by Bank of Charlestown and Krumpel's Donuts provided breakfast. Ira Pearlman took the title of City Champion after a tiebreaker between Ryan Crabtree and Ty Bordner. Below are the winners and their scores:

- **Overall Champion:** Ira Pearlman (Pic) – Score 69
- **Championship Flight:** 1st Ryan Crabtree – Score 69
- **1st Flight:** 1st Jim Weber – Score 75
- **2nd Flight:** 1st John Schenk – Score 85

The 2nd Annual Senior Championship was held on Friday, August 19th and 19 golfers participated! Below are the winners and their scores:

- **60-69:** 1st Casey Slate - 37
- **70-Over:** 1st Larry Brough - 39



4. **Hager House.** Ghost Tours were held on Friday, August 19, 2016 as a preview to the October Ghost Tours. Tour times were held at 7 p.m., 8 p.m. and 9 p.m. with a total of 40 registered for the tours. Staff has created and sent out a Customer Feedback Survey to learn about the tour goers experiences and to improve upon future tours: <https://www.surveymonkey.com/r/ZGH855K>
5. **Railroad Museum.** Rides on our new children's wagon train, Tommy 202, took place on Saturday, August 20th. Sunday rides were cancelled due to forecasted inclement weather. A total of 69 visitors paid admission to the Railroad Museum to ride Tommy 202 and kids under 5 were free. Tommy 202 will ride again during Fall Fest on Saturday, September 17 from 10 a.m. – 4 p.m.

PLANNING & CODE ADMINISTRATION

1. New Zoning Certificates Issued:
 - 44 North Potomac Street, Suite 210 – Makari Hair Studio – hair salon and retail sales of hair care products.
2. New Development Cases:
 - Burhans Village – Between North Burhans Boulevard and Mitchell Avenue – simplified plat to vacate interior lot lines created for the Deerfield Knolls project.
3. Planning Commission: The Planning Commission will be considering the following matters on August 31:
 - Public Review Meeting – Burhans Village – West of North Burhans Boulevard and East of Mitchell Avenue – rezoning request from RMED to RH.
 - 250 Eastern Boulevard, North (Lot 21) – David Lyles – grading plan for a pad-ready grass site and waiver requests.
 - Mid Atlantic Veterinary Hospital – 1125 Professional Court – site plan for an addition and waiver requests.
 - ESD Stormwater Management Concept Plan – West Side Garland Groh Boulevard (Lot 6A).
 - 301 West Howard Street – Waiver Request from Parking Lot Design Standards.
 - Comprehensive Plan Update: Water Resources Element (continued from August 10 meeting).

4. **Weekly Activity Report: August 15–19, 2016**

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	5	Residential -	0	Commercial -	3	Other -	2	12
Electric	22	Residential -	9	Commercial -	10	Other -	3	22
Plumbing	10	Residential -	9	Commercial -	1	Other -	0	9
Mechanical	7	Residential -	5	Commercial -	2	Other -	0	7
Engineering Dept.	9							8
TOTAL	53		23		16		5	58

<u>Est. Value of Issued Building Permit Projects:</u>	<u>Fiscal Year Totals:</u>	
Residential	\$ 345,627.00	\$ 1,536,417.00
Commercial	\$ 1,245,370.00	\$ 4,057,976.00
Apartment	\$ 32,500.00	\$ 162,500.00
Sign	\$ 3,480.00	\$ 23,106.00
TOTAL	\$ 1,626,977.00	\$ 5,779,999.00

- Projects of Interest**
- New single family home with garage at 336 Dayspring Lane - \$300,000
 - Remove and replace panels in Area 2 and Area 4 at Pinnacle Foods, 1200 Frederick Street - \$99,000
 - Interior tenant fit-out for CSL Plasma, 761 East Wilson Boulevard - \$1,100,000
 - Remodel existing office and demo single story addition and replace with same size at 433 Brewer Avenue - \$38,349

RENTAL LICENSING PROGRAM YEAR: JULY 1, 2016 – JUNE 30, 2017		
	<u>PROPERTIES</u>	<u>UNITS</u>
Registrations received week of August 15 – August 19	31	44
New applications issued week of August 15 – August 19	3	8
Total 2016-2017 registered (includes changes since 5/1/16)	3,182	8,508
Percentage of total invoiced that have registered	91.7 %	93.5 %

Notes: The 2016-2017 rental license renewals for 9,102 units in 3,468 properties were printed and mailed on May 2, 2016. A past due notice was mailed to those still outstanding on July 5, 2016.

PAYMENT	
Weekly payment received	\$ 3,850
Weekly adjustment/credits	\$ 2,025

INSPECTIONS	
<u>TYPE</u>	<u>NUMBER CONDUCTED</u>
Building	51
Electrical	40
Plumbing	18
Mechanical	10
Safety	64
Neighborhood Vitality	126
Quality of Life	21
Preventive Maintenance	109
Planning & Zoning	1

INSPECTIONS KEY:	
<u>Categories of Conditions</u>	
Safety	Conditions which are or reasonably present a hazard to occupant or public. <u>Example:</u> No smoke alarms, improper wiring, handrails
Neighborhood Vitality	Conditions which cause or tend to cause diminution to property <u>Example:</u> Weeds, trash, debris, junk vehicles, deterioration of a structure.
Quality of Life	Conditions which negatively impact occupants. <u>Example:</u> Damaged surfaces, damages elements, missing screens

Preventive Maintenance	Conditions which are technical violations and need addressed to prevent deterioration.
	<u>Example:</u> Mortar deterioration, clogged gutters, minor rotting wood
Planning & Zoning	Conditions which violate Land Management Code requirements (zoning, forest conservation, floodplain, historic district and other requirements) and progress inspections of development projects for site plan compliance.
	<u>Examples:</u> Uses not permitted in property's zone, construction of new facilities, follow up inspections on open violations.

POLICE DEPARTMENT

STATS

Calls for Service:	1,720	Field Interviews:	46
Arrests/Warrants Served:	11	Moving Violations:	23
Domestic Violence Calls:	20	Parking Violations:	165
DUI Arrests:	0	Safety Repair Orders:	5
Reports Filed:	137	Warnings:	94

REPORTS

08/18/16: Officer Wertz responded to South Locust Street for a report of a disturbance. The officer could hear individuals arguing and objects hitting the walls and breaking to the floor. The officer knocked on the door and made his presence known. The two females inside the apartment advised they were having a verbal disagreement but did not physically assault one another. Both females were on the lease, however, one female stated she would leave for the night so they both could calm down. No further details are available.

08/19/16: Officer Salahov was dispatched to Central City Liquors on West Washington Street for a counterfeit \$10 bill. The employee advised the officer that a customer was attempting to purchase KENO tickets with a counterfeit \$10 bill. The employee used a dry marker to test the bill's integrity and it was confirmed the bill was fake. The customer stated he received the bill from a liquor store in Frederick, Maryland. The BB&T bank on Salem Avenue confirmed the bill was indeed counterfeit. HPD confiscated the bill and it was placed into HPD's evidence box.

08/21/16: Officer Rowe responded to East Washington Street for a report of an assault. Upon arrival the officer observed a male lying on the ground with blood coming from his head. Community Rescue Service arrived and transported the male to Meritus Medical Center for treatment. A witness to the incident stated the male was at McDonald's on East Washington and inappropriately touched a juvenile. There were two black males with the juvenile and they began a foot chase after the male. A witness stated she saw the foot chase but did not witness an assault.

The officer was able to get a statement from the male while he was at Meritus however it should be noted the victim was visibly intoxicated. During this statement, the victim informed the officer that two males came up behind him and struck him in the head with an unknown object and tried to rob him.

The officer will review the surveillance footage of the area where the incident occurred. There is no additional information.

08/22/16: Officer Bobetich was dispatched to Elizabeth Street for a reported robbery. The victim stated he was robbed by a male suspect inside his residence on Elizabeth Street. The victim advised a male, who he knows from the neighborhood, entered his residence from the back door. The suspect held the victim down and took money from his pocket. It should be noted that the victim is confined to a wheel chair and could not defend himself. The officer will be filing Robbery, Burglary and Assault charges against the suspect. No further details are available.

PRESS RELEASE

On 08/23/16 at 6:33 a.m. officers responded to the area of the 500 block of North Mulberry Street for a report of a male banging on the side of a school bus. The male was reported to be wearing no clothing. Upon arrival officers located the male, who was later identified as 23 year old Wesley Britton Harman. No one was injured during the incident and no damage was reported to the school bus. Harman was transported to Meritus Medical Center for an evaluation. Upon Harman's release from Meritus he will be charged with Indecent Exposure.

OTHER NEWS/INFORMATION

Congratulations to Officer Chuck Johnson: Officer Chuck Johnson represented the Hagerstown Police Department at the Mid-Atlantic Police Motorcycle Rodeo on September 21-24, 2016 which was held in Chantilly, Virginia. He placed third in the Novice Division of the rodeo.

The Mid-Atlantic Police Rodeo was the "brain child" of Corporal A.D. Johnson and the first rodeo was held in 1979. The goal of the rodeo is to build skills, encourage safer motorcycle operations and to provide an avenue through which officers would have personal contacts with other officers in various areas, providing an invaluable investigative resource. Also, The Mid-Atlantic Police Motorcycle Riding Committee gives back to the community. They have given generously to their main charities of COPS (Concerns of Police Survivors) and Make-A-Wish Foundation.

This rodeo is competitive and grueling for the participants, but Officer Johnson gave his best for HPD and brought home the award to prove it. Thank you Chuck for a job well done.



PUBLIC WORKS

PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	280	280
	University District Deck	273	253
Number of Patrons Using Decks	A & E Deck	NA	1,624
	University District Deck	NA	1,431
Sales of Discount Coupons		0	0
Number of Citations Issued	(Includes Warnings)	172	205
Number of Late Payment Notifications		45	57
Number of Cars Booted		0	0
Peak Occupancy (%)	A & E Deck	56%	56%
		Thur @ Noon	Fri @ 10 PM
	University District Deck	46%	46%
		Wed @ Noon	Thu @ Noon

CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	1	0
Fire	4	1
Human Resources	0	0
Light	3	0
Parks & Engineering	3	1
Police	11	8
Public Works	6	1
Wastewater	2	1
Water	4	8
Weekly Totals	36	20

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Problem Areas. Recent call-outs included:

Fri. 8/19 - Rear, 521 Frederick Street- total outage; lineman found (2) fuses blown. Both fuses replaced to correct problem and restore power.
Time Out: 21.5-0.0

Distribution: Recent activity included:

- Metering Staff received no high bill complaints this week.
- Crews continue feeder inspections for Zayre's substation.
- The underground replacement project continues.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
22	1	3	0

Engineering:

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- The Staff Engineer reviewed various site plans and City projects affecting HLD facilities.
- Engineering and IT staff began the coordination process of upgrading HLD's software for its Electric Model in the GIS environment. This upgrade will bring HLD up to date with the latest design of the software and will add the capabilities to perform detailed analysis of its electric system for improved reliability and coordinated operation.
- The Staff Engineer is gathering information to discuss the purchase of a motorized tracked hand truck that operates in both the horizontal and various vertical configurations to haul HLD electric transformers into hard to reach areas. Currently, HLD has a wheeled cart that only operates in the vertical position with many limitations.
- The Staff Engineer is reviewing electrical load information via an electrical data recorder on a line section to determine plans for the cleanup of HLD overhead facilities that are currently in place. Should the load profile be amicable, HLD will be able to remove many old facilities and improve the aesthetics of this area.

Administration:

- The contractors began scraping and power washing the building to prep for primer, mortar repairs, and painting.

- Staff is working with a contracted Structural Engineering firm to make repairs to an HLD sub-grade transformer vault.

WATER DIVISION

Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
08/18/16	11.94		11.94
08/19/16	11.83		11.83
08/20/16	11.42		11.42
08/21/16	11.36		11.36
08/22/16	11.77		11.77
08/23/16	12.05		12.05
08/24/16	12.12		12.12
<i>Average</i>			11.78

Water Production at R. C. Willson

- Staff continues to work with Hazen and Sawyer on the Tank Mixing and Traveling Screen Replacement Project. Staff has completed the review of the engineering proposals for improvements to the Edgemont Reservoir, Replacement of the Traveling Screens, and the Installation of Tank Mixing Systems from Hazen and Sawyer.
- Operations. Operations were routine this week – staff worked on facility maintenance and routine preventative maintenance.
- Maintenance
 - Staff worked on routine plant maintenance and preventative maintenance on equipment.
 - Crews are working on a repair to the 30" knife gate drain valve.
- Instrumentation
 - RC Willson – Work is in process to upgrade the plumbing on the carbon feed tank.
 - RC Willson – Crews are working on a repair to a flow meter on the wash water lagoon.
 - Mack Tank – Installing and routing a level signal to Station #2 in preparation for repainting the Orchard Hill Tank.

Water Production at Breichner/Edgemont Reservoir. The Edgemont Reservoir has been drained and is being maintained in a dry condition utilizing the 24" sluice gate. The Reservoir floor is fully vegetated – vegetative cover occurred naturally and is proving to be very beneficial with regard to erosion and sediment control. Coordination continues with MDE to ensure compliance with all applicable requirements. Staff has received comments from MDE on the engineering proposal for final evaluation and design – Hazen is incorporating MDE comments into the engineering proposal.

Water Distribution. Distribution crews performed routine customer service work throughout the water service area. Crews also worked on residential meter replacements and routine meter testing. Radio read meters are being installed throughout the west end of Hagerstown. Crews are working with the local paving and sidewalk contractors to repair and replace roadway boxes and meter tiles on the Frederick Street project.

Laboratory

- Collected Distribution System samples for monitoring for nitrification.
- Completed 3rd quarter DBP report.
- Collected weekly TOC on Potomac River.
- Collected weekly THM/TOC samples on the Willson Plant.

- Process and regulatory testing was routine for the week.

Engineering

Reviews:	City	County
Site Plans	2	3
Preliminary Plats	-	-
Final Plats	-	-
Building Permits	15	12

- Staff met with the contractor for Walmart regarding progress and issues with site work.
- Staff met with a consultant for a commercial redevelopment project regarding the State Highway Administration permitting and water service issues.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, Aug 17, 2016	6.43	0.35
Thursday, August 18, 2016	6.37	0.00
Friday, August 19, 2016	5.85	0.00
Saturday, August 20, 2016	5.54	0.00
Sunday, August 21, 2016	5.72	0.12
Monday, August 22, 2016	5.73	0.00
Tuesday, August 23, 2016	5.71	0.00
Weekly – Avg. Flow / Total Rainfall	5.91	0.47
Aug – Avg. Flow/Total Rainfall	5.93	1.62

Miscellaneous

- Replaced Vesconite bearing on #1 Grit Classifier.
- Installed new DO probe on ENR sample sink.
- Replaced IPH pressure transmitter on OAB deck that serves trains 3-4.
- Replaced defective HACH SC 100 at Oxygen Injection Vault.
- Replaced defective air blast on trains 3-4 DO probe.
- Routine maintenance (MP2 Program) and Corrective Work orders.

Wastewater Collection

SSSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	NIS			
Flushing	7	14,869'		

Collection System Maintenance Task

- 1004 Fairview Road, backup, flushed lateral. Problem on owner.
- 1048 Noland Drive (Boys and Girls Club), back up, called in to assist Roto-Rooter, charged time and truck rental.
- 11001 Palmwood; grinder pump call, reset smart switch.

- 11002 Eastwood Drive; grinder pump call, removed check.
- 20304 Parkwood Court; grinder pump call, reset smart switch.
- Pump Station 1; cleaned pump impellers.
- Pump Station 19; installed new overload blocks.
- Filled all generators with fuel (635 gallons).
- Exercised all emergency generators.
- Collected newgate flow data.
- Checked flow meters in the West End.
- Mowed and weed whipped everything on the Collections side of the fence along Frederick Street.
- Weed whipped Pump Stations 2, 3, 4, 5, 8, 22, 25 and 28.
- Vacuumed out catch basin for Public Works at Public Square on Washington Street.
- Dropped bio-bags to control FOG at various lift stations and trouble spots in system.
- Excavated lateral that services 500, 504 and 506 Dunn Irvin Drive and installed cleanout to make it easier in the future to determine private or City issue.
- Manhole inspections in districts 15, 18 and 19.

Administration

Wastewater Division – Customer Call Log Summary 2015/2016							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	1	4	0	0	0	1	6
YTD 2016	35	50	7	0	2	80	174

** Other - consist of calls that may be directed to other City Departments or the County Department of Water Quality*

Engineering

- Staff met with a representative of Habitat for Humanity regarding sewer service for a proposed dwelling.

Wastewater Laboratory

- Continued Biochemical Oxygen Demand trial using various concentrations of seed and standard.
- Discussed new industry with County Pretreatment Manager.
- Prepared reagents for Lachat operation.
- Process and regulatory testing was routine for the week.



Respectfully submitted,

Valerie Means
City Administrator