

City of Hagerstown, Maryland

Status & Information Report No. 40 for 2016

October 7, 2016

To Mayor Gysberts and Members of the City Council:

UPCOMING MEETINGS

OCTOBER 2016						
* 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						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4 4pm Work Session	5 4pm Planning Commission Meeting	6	7 7am-4pm Par Fore Pink @ Greens at Hamilton Run	8 7am-2pm Community Yard Sale @ Stables at Fairgrounds Park 1-4pm Harvest Hoedown@ Fairgrounds Park
9	10	11 4pm Work Session	12	13 4:30pm Historic District Commission Meeting	14	15
16	17	18 4 pm Work Session	19 7pm Board of Zoning Appeals Meeting	20	21	22 10am-4pm Tommy 202 Rides @ City Park
23	24	25 7pm Regular Session	26 7pm Planning Commission Meeting	27 4:30pm Historic District Commission Meeting	28	29 11am-1pm Howl-O-Ween Dog Costume Parade@ Fairgrounds Park 6pm Mummies Parade
30	31 6-8pm City-Wide Trick-or-Treat					

FIRE DEPARTMENT

- House Fire – 367 Radcliffe Avenue:** The Hagerstown Fire Department responded to 367 Radcliffe Avenue at 5:10 A.M., on Wednesday, October 5, 2016 for a house fire. Units arrived to heavy fire showing from the rear of the building. Personnel were alerted to the possibility of occupants still inside the structure however, firefighters were unable to access the home due to the amount of fire. It was later discovered that two of the four occupants were not home at the time of the fire. Due to working smoke alarms, the two occupants that were home, were awakened by the alarms and able to evacuate. One resident received minor injuries and was treated at the scene. The fire was extinguished by 5:52 A.M. Hagerstown City Fire Marshals remained on the scene to investigate the cause of the fire. The investigation is on-going.

All of Hagerstown Fire Department's units responded as well as units from Community Rescue Service, Washington County Air Unit, Rehab Unit and Special Operations Unit, Funkstown Fire Company and Leitersburg Fire Company. The American Red Cross is providing assistance to the occupants.

2. **Dumpster Fire – 350 Dual Highway:** The Hagerstown Fire Marshal's office has charged a 32 year old male with setting a dumpster on fire Wednesday, October 5, 2016 in the rear of a building at 350 Dual Highway. The dumpster fire was noticed by fire department personnel that were responding to another call. Units dispatched arrived to a dumpster completely involved with fire. Upon review of video from area cameras, John R Wolfe, of Waynesboro, Pennsylvania, was identified as the suspect seen at the dumpster and setting the fire. Mr. Wolfe was charged with one count each of Arson of a Trash Container, 2nd degree Malicious Burning and Malicious Destruction of Property less than \$1,000.00.

INFORMATION TECHNOLOGY & SUPPORT SERVICES

COMMUNICATIONS

1. **This Week's Headlines and Media Releases**
 - City Launches Mobile-Friendly, Enhanced Website
 - Harvest Hoedown at Fairgrounds Park Enters 15th Year
 - Thunder in the Square and Wind Down Friday Cancelled Due to Rain
 - Advisory: No Delay in Trash and Recycling Collection for Columbus Day Holiday
 - Traffic Advisory: First Hagerstown Hose Company Anniversary Parade
 - E-casts:
 - Register Now - Par For Pink Tournament This Friday!
 - Harvest Hoedown, Dog Parade, Ghost Tours & More!
2. **Channel 25:** Watch the City Newsroom at the top of every hour. This week's news stories include:
 - October events promotion
 - Maryland Theatre 100th Anniversary video
 - Hagerstown Cultural Trail video update
 - Dog Costume Parade commercial
 - "If I Were Mayor..." video booth responses montage
3. **Websites**
 - City Website: Communications staff launched the new, mobile-friendly website on Tuesday, October 4th. The new design through CivicPlus will help users more easily navigate the website with convenient access to important information about their local government and their community. Staff throughout the organization will work in the coming weeks to make changes and further enhancements. See the new website at www.hagerstownmd.org.

As a result of the change-over, website analytics for the week are not available.

PARKS & ENGINEERING

ENGINEERING DIVISION

1. **Pavement Preservation.** Radcliff Avenue, Mulberry Street, Tracy's Lane, East Avenue and the Staley Park (Pool) parking lot were all overlaid this week. Alpha Space Control is placing thermoplastic pavement markings on the slurry streets and completing layout for the completed overlay streets.
2. **Hub City Bike Loop.** A Maryland Bikeways grant funded project, we held bid opening for the new Hub City Bike Loop pavement markings. We also obtained a cost proposal for the new signs. We will send work order to Public Works this week to install signs in coordination with pavement markings.
3. **Street Trees.** The FCA fund currently has \$9,600 so we are sending out an RFP to plant 30-35 trees this fall which will include replacing dead trees downtown and also add some new trees as requested by residents.
4. **Engineering**

Traffic issues		
Description	Week of 9/30/16	Year to date
Traffic complaints received	0	139
Work Orders completed	1	89
Traffic counts completed	3	49
Construction Projects		
Description	Week of 9/30/16	Year to date
Projects advertised for bids	0	17
Projects under construction	10	
Projects completed	0	7

PARKS & RECREATION DIVISION

1. **Tennis Court.** The tennis court in City Park was resurfaced last week. We also added pickleball lines. Pickleball is growing in popularity across the nation.



2. **National Road Park.** Funded by CDBG, work continues on the new National Road Park. This week, we are installing light pole bases and protection ballads. We also removed the existing blacktop to prepare for installation of playground equipment.
3. **Harvest Hoedown.** Fairgrounds Park this Saturday, October 8, 2016 from 1-4 p.m. This year marks the 15 year anniversary since the grand opening of Fairgrounds Park, and 15 continuous years of Harvest Hoedown tradition!
4. **Hager House Ghost Tours.** Take a one-hour tour and learn about common legends and ghosts tied to the Hager House, as well as traditional superstitions and practices surrounding ghosts and magic. www.hagerstownmd.org/hagerhouse

PLANNING & CODE ADMINISTRATION

1. New Zoning Certificates Issued:
 - 111 Manor Drive, Apt. 201 – Rosa Para Bernales – home office for an HVAC subcontractor.
2. Planning Commission: The commission considered these matters on October 5:
 - Discussed transfer of the City-owned right-of-way near the strip center at Woodpoint Avenue for expansion of the parking lot.
 - Preliminary Consultation: 901 Pope Avenue – Jeffrey Crampton – amendment to Conversion District Overlay to add additional permitted uses.
 - Began review of the Downtown Element of the Comprehensive Plan update.
3. Historic District Commission: The commission is scheduled to review the following cases on October 13:
 - 840 Hamilton Boulevard – Jamie Boden-Johnson – fence.
 - 300-302 North Potomac Street – Bob Jones – replace windows.
 - 810 Potomac Avenue – Dolores Defelice – replace front porch roof.
4. Board of Zoning Appeals: The October 19 hearing was canceled since no appeals were filed.
5. Weekly Activity Report: September 26 – September 30, 2016:

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	19	Residential -	13	Commercial -	3	Other -	3	15
Electric	21	Residential -	14	Commercial -	7	Other -	0	22
Plumbing	5	Residential -	4	Commercial -	1	Other -	0	5
Mechanical	5	Residential -	3	Commercial -	2	Other -	0	5
Engineering Dept.	6							4
TOTAL	56		34		13		3	51
Est. Value of Issued Building Permit Projects:				Fiscal Year Totals:				
Residential				\$ 825,470.00				\$ 2,630,678.00
Commercial				\$ 15,000.00				\$ 4,615,106.00
Apartment				\$ 0.00				\$ 590,375.00
Sign				\$ 28,900.00				\$ 69,856.00
TOTAL				\$ 869,370.00				\$ 7,906,015.00
Projects of Interest								
- Construct single family dwelling at 12930 Nittany Lion Circle - \$257,000								
- Construct four single family homes in the Villas at Courtland Park - \$525,000								

RENTAL LICENSING PROGRAM YEAR: JULY 1, 2016 – JUNE 30, 2017

	<u>PROPERTIES</u>	<u>UNITS</u>
Registrations received week of Sept 26 – Sept 30	13	32
New applications issued week of Sept 26 – Sept 30	3	4
Total 2016-2017 registered (includes changes since 5/1/16)	3,303	8,740
Total still outstanding from May 1 renewal mailing	68	135

Notes: The 2016-2017 rental license renewals for 9,102 units in 3,468 properties were mailed on May 2, 2016. A 3rd past due notice with a \$100 late fee was mailed on September 6, 2016 to the owners of the 117 properties that remain non-registered.

PAYMENT

Weekly payment received	\$ 2,100
Weekly adjustment/credits	\$ 0

INSPECTIONS

<u>TYPE</u>	<u>NUMBER CONDUCTED</u>
Building	39
Electrical	37
Plumbing	14
Mechanical	11
Safety	53
Neighborhood Vitality	66
Quality of Life	3
Preventive Maintenance	26
Planning & Zoning	6

INSPECTIONS KEY:

Categories of Conditions

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:	1,534	Field Interviews:	26
Arrests/Warrants Served:	18	Moving Violations:	13
Domestic Violence Calls:	22	Parking Violations:	145
DUI Arrests:	1	Safety Repair Orders:	3
Reports Filed:	188	Warnings:	39

REPORTS

09/29/16: Officer Parks was dispatched to the Washington County Probation and Parole Office located on West Franklin Street. The probation officer observed a parolee attempting to hide something in her sweater and when questioned about what she had, a Visine bottle dropped to the floor. The parolee then admitted the bottle contained a clean urine sample. The parolee was required to fill out a urinalysis falsification acknowledgement form and was charged with Alteration of Drug/Alcohol test.

09/30/16: Officer St. Clair responded to The Terrace in reference to a theft from a motor vehicle. The victims advised that someone had entered their vehicles and took US currency, a GPS, prescription sunglasses and DVD's, totaling over \$100. It should be noted that the victims have a security camera directed towards the driveway and the incident was captured on film. The suspect is described as a black male, medium build and has a beard. Later the same day, Officer Reese responded to The Terrace for a report of a theft of a credit card from a motor vehicle. The card was used at several local businesses. The officers will follow up to determine if the same suspect is responsible for both thefts.

10/02/16: Officer Vogel was dispatched to The Greene Turtle on Shank Farm Way for a report of an active fight. Upon arrival the officers found several individuals involved in a physical altercation in the parking lot. The manager of The Greene Turtle stated that three patrons had been at the restaurant for over an hour, drinking alcohol, and accumulating a large tab. As the group was headed towards the door the manager confronted them about paying their bill. They did pay the bill and one individual of the group assaulted the manager in the face. The three females left the business, but shortly returned, and began to yell and scream at the manager. Other employees, including the manager, asked the females to leave the area. At this time other patrons got involved and asked the three females to leave. The three females became agitated and assaulted several patrons. All three females were charged and transported to Central Booking. It should be noted the officer's body camera was active during the altercation in the parking lot.

10/03/16: Officer Goggin arrived to the rear of Potomac Towers for a reported attempt to lure or kidnap. A group of parents stated that an unknown male had come up to their children on Elm Street and made inappropriate statements to them. The children pointed to the male and the parents followed him until the police arrived. The officer spoke with the suspect and noted his speech was slurred and could smell alcohol on his breath. The suspect stated he did speak to the children on his way to Jonathan Street. The officer told him to leave the area and not return to Elm Street and to refrain from talking to children he does not know. There are no additional details.

10/04/16: Officer Daveler responded to Woodpoint Avenue for a burglary. The property manager observed a badly damaged door frame with a door that would not lock into place to secure the residence. The property manager was there to clean the property due to an eviction. Items stolen from the residence belonged to the former tenants. The maintenance man came to the residence and secured the property with a dead bolt lock. There are no suspects and were no witnesses.

OTHER NEWS/INFORMATION

Thank You: A special thank you to the John Willis family for the appreciation lunch they delivered to the Hagerstown Police Department on Friday, September 30th. The Willis family supplied plenty of fried chicken, scalloped potatoes, green beans, cole slaw, dinner rolls and cookies for all shifts of HPD. The Police Department is truly honored and encouraged by the support shown by the citizens of our community.

PUBLIC WORKS

PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	181	183
	University District Deck	463	464
Number of Patrons Using Decks	A & E Deck	1911	1601
	University District Deck	2144	2098
Sales of Discount Coupons		0	0
Number of Citations Issued	(Includes Warnings)	94	151
Number of Late Payment Notifications		48	53
Peak Occupancy (%)	A & E Deck	*76%	64%
		Sat @ 10 PM	Mon @ 2 PM
	University District Deck	68%	64%
		Tue @ Noon	Thu @ 2 PM

*Comedy Show at MD Theater

CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	1	1
Fire	1	3
Human Resources	0	0
Light	2	2
Parks & Engineering	0	0
Police	16	10
Public Works	5	7
Wastewater	1	0
Water	5	8
Weekly Totals	31	31

¹AFTER-HOURS CALL OUT DATA

	Issues for August 2016	August	July
Street Issue	Storm drain damage	1	4
Parking System			
Traffic Signal	Signals on flash	2	3
Traffic Signs	Sign knock downs	2	
Building Maintenance			
Fleet Maintenance			1
Weather Related			
Property Issues			
Misc.			1
Total		5	9

¹After-hours call out data includes contact with Public Works typically by Washington County Emergency Management. The issues can vary from debris in the street (tree or tree limbs, glass, etc.), traffic signal operations (signal goes into flash operation), traffic signs (call outs are usually only for STOP or YIELD signs), parking system issues (gates at either deck malfunction, equipment malfunctions, etc) to fleet maintenance issues. The call outs reported here involve a supervisor being contacted about an issue after normal working hours. Field personnel may or may not be contacted depending upon the issue.

STREET SWEEPING DATA

Month 2016	Number of Miles of Streets Swept
January	531
February	167
March	955
April	1,265
May	1,110
June	1,091
July	1,412
August	1,035
September	1,152

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Problem Areas

- Sat. 10/1 - 100 Summit Avenue- pole damaged; vehicle struck street light pole in accident. The pole was removed until replacement was completed the following business day. Time Out: 2.0-4.0
- Mon. 10/3 - 835 Maryland Avenue- Miss Utility locate; emergency locate for Hagerstown Water Department to make repairs to water main break. Time Out: 6.0-6.5
- Wed. 10/5 - 367 Radcliffe Avenue- house fire; meter and service were removed from residence due to house fire. Time Out: 5.5-6.3

Distribution

- Metering Staff received no high bill complaint this week.
- Crews continue feeder inspections for Zayre's substation.
- We continue our project to replaced outdated underground facilities that have since reached the expected life span.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
26	0	2	0

Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- The new Beckwith Regulator Controllers have been programmed with the required settings for installation on refurbished HLD electrical voltage regulators.
- Engineering and Distribution staff studied existing pole installations for replacement and realignment.
- The Staff Engineer researched recloser by-pass switches for installation on the HLD electric distribution system.

WATER DIVISION

Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
09/29/16	11.11		11.11
09/30/16	11.00		11.00
10/01/16	10.76		10.76
10/02/16	11.07		11.07
10/03/16	11.65		11.65
10/04/16	11.45		11.45
10/05/16	11.72		11.72
Average:			11.25

Water Production at R. C. Willson

Staff continues to work with Hazen and Sawyer on the Tank Mixing and Traveling Screen Replacement Project. Staff is reviewing the engineering proposal from Hazen and Sawyer for design and bidding services for the EWIP Grant to replace the low service pumps and motors at R.C. Willson and Pump Station 4.

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.
- Work continues on the installation of the ice removal system on the sedimentation basins.
- Installation has begun on a new knife gate valve shaft.

Instrumentation

- RC Willson – A water temperature probe is being installed for the screen chambers.
- RC Willson – Staff continues to make repairs on the filter galley lighting.
- RC Willson – Repairs are being made to the alternate acid pump.
- RC Willson – Staff is replacing the storm water gate valve stem.
- Pump Stations – Repairs have been completed on the transducer suction and discharge taps.

Water Production at Breichner/Edgemont Reservoir

- The Reservoir level peaked at 4 feet during the recent rain and drained within 48 hours of the rain event utilizing the 24" sluice gate. The Reservoir floor is fully vegetated to reduce erosion and sediment transport potential. The final evaluation for improvements is underway and a report will be submitted to Mayor and Council upon completion.
- Staff met with the regulatory agencies having jurisdiction to discuss permitting, operating limitations, applicable regulatory requirements, etc.

Water Distribution

- Distribution crews performed routine customer service work throughout the water service area. Crews also worked on residential meter replacements, restores and routine meter testing. Meter tiles and roadway boxes are being adjusted and replaced throughout the system. Repairs were made to leaks on East Avenue, Woodburn Drive, Oxford Circle, Maryland Avenue and Homewood Road. Work continues on the Frederick Street water main replacement project.

Laboratory

- Collected weekly TOC on Potomac River.
- Collected weekly THM/TOC samples on the Willson Plant.
- Process and regulatory testing was routine for the week.
- Collected LT2 sample for the month of October.

Engineering

- Staff attended a pre-construction conference for State Highway Administration improvements on U.S. 40.
- Staff met with a consultant for final approval of an industrial expansion project.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, September 28, 2016	5.24	0.46
Thursday, September 29, 2016	8.07	1.75
Friday, September 30, 2016	6.49	0.25
Saturday, October 1, 2016	6.00	0.15
Sunday, October 2, 2016	5.85	0.00
Monday, October 3, 2016	5.79	0.00
Tuesday, October 4, 2016	5.80	0.01
Weekly – Avg. Flow / Total Rainfall	6.18	2.62
Sept – Avg. Flow/Total Rainfall	5.40	3.52
Oct - Avg. Flow/Total Rainfall	5.86	0.16

Miscellaneous

- Removed water separator from PSA Oxygen Skid and replaced defective piping with stainless steel.
- Cleaned UV bulbs and rotated channels.
- Prepped plant and equipment for possible storm event.
- Routine maintenance (MP2 Program) and Corrective Work orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	5,7,9,15	1,344'	371'	21
Flushing	10	12,270'		

Collection System Maintenance Task

- Grinder Pump at 20115 Cherry Hill Drive, replaced tube.
- Grinder Pump at 11002 Parkwood Drive, replaced tube.
- Grinder Pump bench work at shop.
- Exercised emergency generators.

- Collected Newgate flow data.
- Unit 518, took to Rausch for parts then installed new tires and repaired winch controller.
- Unit 594, cleaned and repaired AC.
- Pump Station 15; worked on check valve issues, disassembled limit switch.
- Pump Station 18; worked on check valve issue, replaced dehumidifier.
- Pump Station 5; power washed brick and wet well, painted doors and windows, prepped wet well to be grouted and repaired.
- Hauled 8 loads of B10s, and CR6 from quarry to stock pile.
- Replaced broken MH riser ring at 960 Northern Avenue.

Administration

Wastewater Division – Customer Call Log Summary 2015/2016							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	1	1	1	0	0	0	3
YTD 2016	39	63	13	0	2	94	211

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

Engineering

- Staff attended a pre-construction conference for State Highway Improvements to U.S. 40.

Wastewater Laboratory

- Continued Biochemical Oxygen Demand trial using various concentrations of seed and standard.
- Prepared reagents for Lachat operation.
- Process and regulatory testing was routine for the week.



Respectfully submitted,

Valerie A. Means
City Administrator