

City of Hagerstown, Maryland Status & Information Report No. 41 for 2016

October 14, 2016

To Mayor Gysberts and Members of the City Council:

UPCOMING MEETINGS

OCTOBER 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	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 3:30 pm Executive Session 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 Mummers Parade
30	31 6-8pm City-Wide Trick-or-Treat					

COMMUNITY & ECONOMIC DEVELOPMENT

Governor Hogan's Regional Visit: On Thursday, DCED team members attended the Regional Cabinet Meeting at The Maryland Theater and assisted with the observance of Rose Hill Cemetery's 150th anniversary.

Main Street: Second Saturday was held on October 8 with a Fall Festival theme. Second Saturdays are held the second Saturday of each month. November 12 will feature a Veterans theme.

Engine Room Art Space: Engine Room Art Space in partnership with the Washington County Free Library held an Altered Book Contest. The criteria was to create an inspired work of art from an old or new book that has been recycled. Submissions were accepted at the library from artists 12 and over. The Awards Ceremony and Exhibit will be on Friday, October 14 from 5:00 – 8:00 p.m. at the Engine Room Art Space.

Events:

Blues Fest: Staff attended the main committee meeting for Blues Fest 2017. The committee is gearing up to start the fundraising campaign and the programming committee is working on the festival lineup.

Wind Down Fridays: The final Wind Down Friday will be October 21. The Freaky Friday theme will feature entertainment by Slackwater 4. Washington County Arts Council is coordinating a juried Art Market as part of this Wind Down.

City Center Ghost Tours: City Center Ghost Tours will be held on October 28 beginning at 7 p.m. Reservations and admission for both walking tours and hay ride tours are required. Tours leave from the Potomac Walk outside of Bulls and Bears Restaurant. Light refreshments provided by Bulls and Bears.
Hayride Ghost Tour: 7 PM, 8 PM, and 9 PM- \$6 per seat

Walking Tours: 7 PM and 8 PM- Adults: \$3 | Children 6-12: \$1 | Children 5 and under: Free
To make reservations visit: <https://www.eventbrite.com/d/md--hagerstown/hagerstown-city-center-ghost-tour/?crt=regular&sort=best>.

91st Annual Alsatia Mummies Parade: This year the annual Mummies Parade is being held on October 29th at 6 p.m. in Hagerstown's City Center. This traditional autumn evening event features local floats, bands, costumed mummies and more! Contact the Alsatia Club at 301.739.2044 for more information or visit http://www.alsatiacubinc.com/parade_info.html

FIRE DEPARTMENT

1. **October is Fire Prevention Month:** Hagerstown Fire Department is dedicated to reducing the occurrence of home fires and injuries through prevention. The theme of 2016's Fire Prevention month is "*Don't Wait – Check the Date! Replace Smoke Alarms Every 10 Years!*" Working smoke alarms reduce the risk of death and injury in home fires. Hagerstown residents should install smoke alarms in every bedroom, outside every sleeping area and on every level of the home. Hagerstown Fire Department provides free smoke alarms to the residents of Hagerstown, please contact the Fire Department Administrative Office at 301-791-2544 to inquire.

2. **Building Fire – 686 Pennsylvania Avenue:** On October 10, 2016 at 10:34 a.m., the Hagerstown Fire Department was dispatched for a building Fire at 686 Pennsylvania Avenue. This is the Groh Realty/Brandt Cabinet Works Building. The owner was working on removing an old spray booth on the third floor with a cutting saw, setting some debris on the floor under the spray booth on fire. The fire extended into the floor on the third floor and ceiling of the second floor. Hagerstown Fire Department personnel arrived on scene with smoke showing from the second and third floor windows. Firefighters had to assist workers from the building, and advance a hose line to the third floor of the building to control the fire. A sprinkler system activation in the area of the fire helped to hold the fire in check until fire personnel were able to extinguish the fire. Personnel had to cut into the third floor flooring to gain access to extinguish the fire. The fire was under control around 11:10 am. All Hagerstown Fire Department units, neighboring county fire departments and Community Rescue Service were on scene. Hagerstown City Fire Marshals along with building and electrical inspectors from the City also assisted with the incident. The property was returned to the property owner at 12:00 p.m..

INFORMATION TECHNOLOGY & SUPPORT SERVICES

COMMUNICATIONS

This Week's Headlines and Media Releases:

- Local Chiropractic and Massage Center Moves to New Downtown Location
- Experience Hagerstown's Haunted History on Ghost Tours
- Rose Hill Cemetery Celebrates 150 Years of Dedicated Service

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

In Production:

- City Park Fitness Videos

Websites:

City Website:

- About 9,300 users visited www.hagerstownmd.org for the week of October 3 - October 9, 2016
- Top entrances (first page users accessed on the website):
 - Home page 3,521 users
 - Calendar 468 users
 - Utility Billing page 317 users
 - Police page 290 users
- Top Searches:
 - "harvest hoedown"
 - "jobs"
 - "permits"
 - "bill pay"
 - "calendar"
 - "police"

PARKS & ENGINEERING

ENGINEERING DIVISION

1. **Paving.** Paving work was completed on several streets this week including East Avenue, West Lee Street, West Baltimore Street, and Summit Avenue. We have about five (5) streets left to pave.

2. **Engineering**

Traffic issues		
Description	Week of 10/7/16	Year to date
Traffic complaints received	0	139
Work Orders completed	1	90
Traffic counts completed	1	50
Construction Projects		
Description	Week of 10/7/16	Year to date
Projects advertised for bids	1	18
Projects under construction	10	
Projects completed	0	7

PARKS & RECREATION DIVISION

1. **Kiwanis Park.** The University of Maryland has designated the park as a “Bay-Wise” area based on the sustainable landscape, attracting pollinators and creating habitat.



2. **Winter Preparation.** Our “official” park season is now over, meaning, we no longer have staff on site in the evenings and weekends and the restrooms are closed. Winterizing our facilities has begun. We are also taking down the canopies at the Municipal Stadium, Potterfield Pool and University Plaza.
3. **Upcoming events.**
- **Hager House** - Begins this Friday! NEW this season, the Hager House presents Ghost Tours like never yet before! Special guest host volunteer group, “Oculus,” will be co-hosting the Hager House Ghost Tours this year, equipped with all the modern-day ghost-tracking contraptions seen on TV. 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. Friday and Saturday beginning at 7 p.m., 8 p.m., and 9 p.m. on October 14, 15, 21, and 22, 2016. www.hagerstownmd.org/hagerhouse

- Howl-O-Ween Dog Costume Parade - You and your dog are invited to the annual Howl-o-ween Dog Costume Parade on Saturday, October, 29 from 11 a.m. – 1 p.m. at the Dog Park in Fairgrounds Park in Hagerstown! Dogs in costume will walk the red carpet! Prizes will be awarded for best Movie Character, Doggie Diva, Owner Pet Look Alike, and other categories! To register your dog for the Howl-o-ween Dog Costume Parade, visit: hagerstownmd.org/dogcostumeparade It's only \$5 to enter! Come enjoy the dog-friendly vendors, giveaways, pet photography and more!
 - Golf Course - This Saturday, the course is hosting St. Joseph's Catholic Church for their annual 9-hole golf tournament. Our course has hosted them for the past three years. Shotgun start at 10 a.m.
4. **Replacement Trees.** Paid for by the DNR due to tree removal as a result of the Emerald Ash Borer, we are picking up 30 trees which will be planted in various parks.

PLANNING & CODE ADMINISTRATION

1. New Zoning Certificates Issued:
 - 114 East Washington Street – One Touch Tattooz – tattoo shop (co-locating with a barber shop).
2. Weekly Activity Report: October 3 – October 7, 2016:

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	8	Residential -	5	Commercial -	2	Other -	1	8
Electric	14	Residential -	10	Commercial -	4	Other -	0	13
Plumbing	8	Residential -	8	Commercial -	0	Other -	0	8
Mechanical	7	Residential -	5	Commercial -	2	Other -	0	7
Engineering Dept.	25							20
TOTAL	62		28		8		1	56
Est. Value of Issued Building Permit Projects:					Fiscal Year Totals:			
Residential	\$ 36,700.00				\$ 2,667,376.00			
Commercial	\$ 95,000.00				\$ 4,720,106.00			
Apartment	\$ 0.00				\$ 590,375.00			
Sign	\$ 213.00				\$ 70,069.00			
TOTAL	\$ 131,913.00				\$ 8,037,928.00			
Projects of Interest								
- Interior renovations for office, lunch room and restrooms at 919 Eldridge Drive - \$60,000								
- Interior renovations for Antietam Wealth Management at 1125 Opal Court - \$35,000								
RENTAL LICENSING PROGRAM YEAR: JULY 1, 2016 – JUNE 30, 2017								
					<u>PROPERTIES</u>	<u>UNITS</u>		
Registrations received week of Sept 26 – Sept 30					12	19		
New applications issued week of Sept 26 – Sept 30					4	34		
Total 2016-2017 registered (includes changes since 5/1/16)					3,315	8,759		
Total still outstanding from May 1 renewal mailing					66	127		
Notes: The 2016-2017 rental license renewals for 9,102 units in 3,468 properties were mailed on May 2, 2016. A 3 rd 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	\$ 1,625							
Weekly adjustment/credits	\$ 450							

INSPECTIONS	
TYPE	NUMBER CONDUCTED
Building	48
Electrical	44
Plumbing	21
Mechanical	8
Safety	62
Neighborhood Vitality	109
Quality of Life	6
Preventive Maintenance	66
Planning & Zoning	2
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:	1,423	Field Interviews:	34
Arrests/Warrants Served:	17	Moving Violations:	25
Domestic Violence Calls:	20	Parking Violations:	177
DUI Arrests:	1	Safety Repair Orders:	4
Reports Filed:	144	Warnings:	46

REPORTS

10/06/16: Officer T. Helman responded to Virginia Avenue for a reported burglary. The victim stated that he inherited the property but did not live at this residence. He would check the property regularly and when he checked in on this day he noticed the window to the back porch door had been broken out. It was determined that the missing items were a safe and old cigar boxes containing family photos. Removed from the garage was a Craftsman lawn mower. No further details are available.

10/07/16: Officer Vanderwall was dispatched to Oak Hill for a burglary. The owner lives out of town and is renovating the home on Oak Hill. The contractors contacted the owner after they found the basement door open. When the owner arrived at the residence he found missing items which included 11 door knobs and copper piping from the basement. The owner values the items at over \$700. There are no suspects at this time.

10/08/16: Officer Goggin responded to South Locust Street for a reported Malicious Destruction of Property. The victim advised when he returned home he realized that his TV Cable and Internet were not working. Once he went outside he discovered that the cables were damaged and appeared as if they had been cut intentionally. There are no suspects and no additional information is available.

10/09/16: Officer Daveler was dispatched to Yellow Jacket Road for a report of a stolen vehicle. The victim stated that his vehicle was locked and secured for the night. On the morning of 10.09.16 he discovered his vehicle was missing from the residence. The owner seems to think this is odd since his dogs did not bark overnight to alert him someone was there. The vehicle is a 2005 Toyota 4-Runner, good condition with no damage or rust. There is no lien against the vehicle. Dispatch checked and confirmed the tow sheets to ensure that the vehicle was not being towed for a particular reason. There are no suspects at this time.

10/10/16: Officer Wolfe responded to Concord Street for a report of found suspected counterfeit currency. The caller stated that he went to the rear of his garage and had discovered a safe had been dumped in the alley. The caller then pried open the safe to find what he thought appeared to be counterfeit bills. The caller said the area behind his property seems to be a dumping site and he often has to clean and remove items from the area. The bills were transferred to the Hagerstown Police Department where Detective Ackerman inspected the bills and provided the serial numbers to the U.S. Secret Service for further investigation. There is no additional information at this time.

OTHER NEWS/INFORMATION

Congratulations: The Hagerstown Police Department K-9 Handlers and their K-9 partners attended the North American Police Work Dog Association (NAPWDA) workshop to attempt re-certification this week. The goal is to learn and improve in the following areas:

- **Obedience:** both leashed and un-leashed; verbal and hand signals
- **Building Search:** thoroughly searching an entire building
- **Area Search:** a large outdoor area looking for felons or lost individuals
- **Article Search:** searching for lost or discarded evidence
- **Track or Trailing:** tracking fleeing felons or lost persons
- **Aggressive Control:** apprehend the fleeing felon and protect the handler from physical attack

Additional training and certification is offered in Narcotics, Explosive, Cadaver and Accelerant Detection.

The following K-9 Handlers and their K-9 partners successfully passed the NAPWDA certifications:

- Officer Tom Bartles & K9 Fargo: Utility (Patrol) and Narcotics Detection
- Officer Will Spigler & K9 Axel: Narcotics Detection
- Officer Gary Anderson & K9 Amigo: Utility (Patrol) and Narcotics
- Officer Langley Dean & K9 Hera: Tracking
- Officer Curtis Kelley & K9 Jacky: Utility (Patrol) and Narcotics
- Sgt. Justin Wert is the K-9 Handler supervisor and is diligent in keeping the K-9 unit certified and improving the image of the working police dog to the general public. He often arranges K-9 demonstrations for special public events.

Chief Brito commented, "I want to personally thank Sgt Justin Wert and our excellent K-9 Teams for successfully passing and obtaining national accreditation from the North American Police Work Dog Association. I am very proud of you all!"

PUBLIC WORKS

PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	181	181
	University District Deck	460	463
Number of Patrons Using Decks	A & E Deck	2098	1911
	University District Deck	2134	2144
Sales of Discount Coupons		0	0
Number of Citations Issued	(Includes Warnings)	174	94
Number of Late Payment Notifications		36	48
Peak Occupancy (%)	A & E Deck	*84% Thur @ 10 PM	76% Sat @ 10 PM
	University District Deck	65% Tue @ Noon	68% Tue @ Noon

*Gordon Lightfoot at MD Theater

CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	1
Fire	2	1
Human Resources	0	0
Light	2	2
Parks & Engineering	0	0
Police	7	16
Public Works	2	5
Wastewater	0	1
Water	9	5
Weekly Totals	22	31

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Problem Areas

- Sun. 10/9 - Various locations- numerous outages, trees on lines, and arcing wires due to high winds in the area. Lineworkers replaced several fuses, and removed numerous tree branches from service wires to correct problems and restore power. Time Out: 14.2-17.0
- Woodland Way and Hillcrest Avenue- tree on line; large tree limb removed from service to correct problem. Time Out: 18.6-20.3
- Mon. 10/10 - 820 Commonwealth Avenue- partial outage. Time Out: 6.3-6.7
- 12 West Lee Street- total outage. Time Out: 18.1-18.7

Distribution

- Metering Staff received no high bill complaint this week.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
7	0	10	0

Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- Engineering staff investigated methods for the repair of an HLD voltage regulator drag hand device.
- The Staff Engineer reviewed samples of published energy conservation documents that can be purchased to educate the HLD customer base.
- The Staff Engineer compiled and released a bid for the sale of HLD scrap electrical facilities. These items will be sold to a qualifying entity that will process and destroy the items following proper environmental guidelines.

WATER DIVISION

Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
10/06/16	11.28		11.28
10/07/16	11.32		11.32
10/08/16	11.03		11.03
10/09/16	11.24		11.24
10/10/16	11.53		11.53
10/11/16	11.37		11.37
10/12/16	11.61		11.61
Average:			11.34

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.
 - Repairs are in progress on the Sulfuric Acid pump.
 - Repairs were made on the Potassium System.
 - Installation has been completed on the new knife gate valve shaft.
- Instrumentation
 - RC Willson – A water temperature probe is being installed for the screen chambers.
 - RC Willson – Repairs were completed on the filter galley lighting.
 - RC Willson – Repairs were made on the valve actuator filters 3 and 6.
 - RC Willson – Staff is replacing the storm water gate valve stem.
 - RC Willson – Completed the electrical upgrades in the Chlorine room.
 - Pump Stations – Work has begun to winterize the pump stations.
 - Pump Stations – Repairs are being made on the transducer suction and discharge taps.

Water Production at Breichner/Edgemont Reservoir

The Reservoir is currently at 0.4 feet (dry level) and the 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 in May 2017

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 a water main break on Bull Run Drive and a service leak on Pope Avenue as well as a leak on Virginia Avenue. 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 monthly THM samples.
- Collected distribution system samples for monitoring for nitrification.

Engineering

Reviews:	City	County
Site Plans	1	1
Preliminary Plats	-	-
Final Plats	-	-
Building Permits	27	9

- Staff attended a development review meeting at the County Planning Office.
- Staff met with a representative of the Airport to discuss options for water service to the property south of the Air Terminal.
- Staff attended a Plan Review Committee meeting at City Planning.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, October 5, 2016	5.75	0.00
Thursday, October 6, 2016	5.60	0.01
Friday, October 7, 2016	5.26	0.00
Saturday, October 8, 2016	5.66	0.27
Sunday, October 9, 2016	5.56	0.00
Monday, October 10, 2016	5.59	0.00
Tuesday, October 11, 2016	5.41	0.00
Weekly – Avg. Flow / Total Rainfall	5.55	0.28
Oct - Avg. Flow/Total Rainfall	5.66	0.44

Miscellaneous

- Replaced worn 8" and 10" butterfly valves and pneumatic actuators on PSA Oxygen Skid.
- Rebuilt faulty valves and actuators for next year's annual PM.
- Disassembled check balls and piping from digester feed pumps and removed grease.
- Installed new LDO probe and Hach module on Oxygen Aeration Basin.
- Routine maintenance (MP2 Program) and Corrective Work orders.

Onsite Vendors

- Atlas Copco: Compressor & dryer PM.
- IST: PSA Oxygen Skid maintenance.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	7	605'	476'	22
Flushing	4,6,7,9,10,11 12,18,19	11,641'		

Collection System Maintenance Task

- Cleaned system trouble spots.
- Backup at 668 Westwood Street, problem on the private side.
- Backup at 565 Papa Court, stones and other items found in wye, removed and spoke with residents.
- Odor complaint at 820 Northern Avenue, issue due to County Sewer, contacted the Washington County Superintendent of Collections who chlorinated Rte 11 Corridor.
- Odor complaint at 18053 Garland Groh Boulevard, problem on the private side in mechanical room.
- Dye test at 417 Freemont Street, down spouts not hooked to sewer drains in the yard.
- Grinder pump call at 1529 Kensington Drive, control issue.
- Grinder pump call at 20134 Teakwood Drive, light dimly lit, electrical issue on the private side.
- Pump Station 5, cleaned and painted wet well.
- Pump Station 19, treated ultrasonic tube.
- Exercised emergency generators.
- New Unit 508, Factory Rep on site to train on truck features and accessories, continue to organize.
- Unit 518, taken to Rauch for foot pedal issue.
- Shop and grinder pump bench work.
- Dropped enzyme bags at various trouble spots and lift stations in the system.
- Chlorinated Pump Stations 18 and 26.
- Installed manhole risers for overlay at 17070, 17071 and 17073. Had to remove blacktop from flow channel in manhole 17073.
- Removed old roof from storage shed at barn, replaced rotted plywood and installed new shingles.
- Replaced ARV on Pump Station 23 force main, required opening standpipe from mainline which was clogged with debris.

Administration

Wastewater Division – Customer Call Log Summary 2015/2016							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	1	3	2	0	0	1	7
YTD 2016	40	66	15	0	2	95	118

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

Engineering

- Staff attended a development review meeting at the County Planning Office.
- Staff attended a Plan Review Committee meeting at City Planning.

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,

A handwritten signature in blue ink that reads "Valerie A. Means/df".

Valerie A. Means
City Administrator