

City of Hagerstown, Maryland Status & Information Report No. 48 for 2016

December 9, 2016

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

DECEMBER 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 6pm City Park Lighting	3
4	5	6 4pm Work Session	7	8 4pm Board of Traffic & Parking Meeting 4:30pm Historic District Commission Meeting	9	10
11	12	13 3pm Executive Session 4pm Work Session	14 7pm Planning Commission Meeting	15	16	17
18	19	20 7pm Regular Session	21 7pm Board of Zoning Appeals Meeting	22	23 HOLIDAY CITY OFFICES CLOSED	24
25	26 HOLIDAY CITY OFFICES CLOSED	27 No Meeting	28	29	30	31 5pm Krumpe's Do-nut Drop @ Public Square

COMMUNITY & ECONOMIC DEVELOPMENT

City Center:

- Main Street Hagerstown held their monthly meeting on Wednesday and continues to plan for the launch of their new website, Second Saturday events, and other initiatives.
- Staff worked on preparing for Second Saturday event this Saturday, December 10. The Police Athletic League is hosting their 3rd Artisan Christmas Market at the Bridge of Life beginning at 10:00 AM. Main Street will be providing holiday festivities on the square. Discounts and specials at participating businesses throughout the day. Look for "Participating Second Saturday Business" stickers on storefronts.

Grand Openings: Upcoming ribbon cuttings celebrations include:

- Horizon Goodwill – Tuesday, December 13 at 2:00 PM (1101 Maryland Avenue)

A&E Annual Report: Staff is preparing the City's Arts and Entertainment District Report which is due to the State of Maryland this month.

Blues Fest Update: The Main Committee met this week. The Programming Subcommittee is finalizing the 2017 lineup. The official poster art was selected this week and will be unveiled at a January work session. Please mark your calendars now for the Cabin Fever Blues Bash on Friday, March 3, 2017 at the Maryland Theatre at 7:30 PM. Stay tuned for more details!

FIRE DEPARTMENT

Salem Avenue after-the-fire neighborhood visit: On Saturday, December 3, 2016, the Hagerstown Fire Department visited the neighborhood surrounding the area of Salem Avenue where a fire recently occurred. 199 houses were visited by Firefighters. Of the 199 houses visited, 9 new smoke alarms were installed and 1 battery replaced was required. It should be noted that residents that were not at home or unwilling to let us check their alarms received important literature concerning the importance of smoke alarms.

INFORMATION TECHNOLOGY & SUPPORT SERVICES

COMMUNICATIONS

This Week's Headlines and Media Releases:

- E-casts:
 - o Hagerstown Cultural Trail Progress Update

Channel 25:

- Watch the City Newsroom at the top of every hour. This week's news stories include:
 - o Hagerstown Cultural Trail Update
 - o Special Broadcasts:
 - Maryland Transit Administration - Commuter Connections
- In Production:
 - o Safe Routes to School Grant Award
 - o Houses of Worship Tour Preview

Websites:

- **City Website:**
 - o About 9,200 users visited www.hagerstownmd.org for the week of November 28 - December 4, 2016
 - o Top entrances (first page users accessed on the website):
 - Home page 3,519 users
 - Utility Billing page 669 users
 - Jobs page 377 users
 - City Park Lighting page 294 users
 - o Top Searches:
 - "true"
 - "jobs"
 - "solicitations"
 - "employment"
 - "pay water bill"
 - "activities"

PARKS & ENGINEERING

PARKS DIVISION

1. **Golf Course.** Last day open for the season is Sunday, December 11th. Course hours are 9am – 5pm. Golf coupon booklets are on sale for \$10 off through December 30th (at the Parks and Rec offices after December 11th) and make great gifts for the holidays! For more info visit our website at www.hagerstowngreens.com
2. **German Christmas Tours -- December 9th, 10th, and 11th.** Tour times are as follows: 10 a.m., 12 p.m., 2 p.m. and 4 p.m. Tours continue through this weekend! See the historic halls decked with holly, discover why we tinsel our trees today, and gain some seasonal inspiration for early American style home-made decoration, ornaments, and sweets. Free for ages 12 & under; \$5 for adults. Pre-registration is encouraged.
3. **Jonathan Hager House Ornament.** Available for a limited time only for \$15 per boxed ornament (tax included) if purchased during the German Christmas Tours. Regular price for the ornament is \$17 (tax included). Make a great gift for the holidays! Available at the Parks and Recreation offices or can order online here: https://apm.activecommunities.com/hagerstownparksandrec/Activity_Search/1627

ENGINEERING DIVISION

1. **Electronics Recycling Event.** Two tractor trailer loads of old/outdated electronics were collected at Municipal Stadium on November 19th. A full report will be forthcoming from the vendor soon. The program was “free” to City residents and was paid for in large part by a grant from Maryland Department of the Environment.



2. **Alley Upgrades.** Working with the owners of “Mulberry Lofts” to improve the appearance, Alley 4-45A was stamped and colorized for about the same price as replacing the alley. The alley reconstruction contract is expected to be completed this week.



3. **Mid Block Crosswalks.** We have received two requests for new crosswalks. We are developing a policy on where mid-block crosswalks may or may not be acceptable.
4. **Design.** We are working on the following contracts:
 - Alley Reconstruction – Phase 2
 - Marsh Run Wall reconstruction
 - Bridge Repairs
 - Bicycle grant bike lanes
 - Haven Road sidewalks
5. **Engineering**

Traffic issues		
Description	Week of 12/2/16	Year to date
Traffic complaints received	1	162
Work Orders completed	1	108
Traffic counts completed	0	57
Construction Projects		
Description	Week of 12/2/16	Year to date
Projects advertised for bids	0	21
Projects under construction	11	
Projects completed	0	7

PLANNING & CODE ADMINISTRATION

Zoning Certificates Issued:

- 927 South Potomac Street, #2 – bai-leigh ann’s designs – retail and wholesale sales of homemade furnishings and vintage/country home décor, including a limited amount of on-site furniture refinishing.
- 180 South Edgewood Drive – Valvoline Instant Oil Change – automotive lubrication services (change in ownership and name).

Planning Commission: A special meeting of the Planning Commission was held on December 5 for the purpose of approving a site plan for a battery storage facility on the Hagerstown Light Department (HLD) property at the Kenly Avenue substation. This came up to HLD pretty quickly, and working with all review agencies and the Planning Commission, Planning staff was able to accept, distribute, comment on, review revisions and place in front of the Planning Commission for approval in 14 days. Our thanks to all of the various agencies for helping to keep this HLD project on track.

December 14 Planning Commission Meeting: Commission members will consider the following:

- Quit Claim Request – Portion of Alley 4-48 (Coinop Warehouse – near 367 East Franklin Street) – recommendation.
- Carter Lumber Company (formerly ProBuild) – 1743 Dual Highway – revised site plan.
- Fisher Structures, LLC – 500 South Burhans Boulevard – site plan and waiver requests.
- Enterprise Rent-A-Car – 700 Dual Highway – site plan.
- Annual Shopping Center Report.
- Comprehensive Plan Update: Introduction/Implementation.

Weekly Activity Report: November 28 – December 2, 2016:

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	6	Residential -	2	Commercial -	1	Other -	3	2
Electric	17	Residential -	10	Commercial -	6	Other -	1	16
Plumbing	13	Residential -	11	Commercial -	2	Other -	0	13
Mechanical	8	Residential -	5	Commercial -	3	Other -	0	8
Engineering Dept.	7							6
TOTAL	51		28		12		4	45
Est. Value of Issued Building Permit Projects:					Fiscal Year Totals:			
Residential				\$ 42,478.00				\$ 3,800,782.00
Commercial				\$ 20,000.00				\$ 7,943,461.00
Apartment				\$ 0.00				\$ 661,675.00
Sign				\$ 0.00				\$ 248,339.00
TOTAL				\$ 62,478.00				\$ 12,654,257.00
RENTAL LICENSING PROGRAM YEAR: JULY 1, 2016 – JUNE 30, 2017								
					PROPERTIES			UNITS
Registrations received week of Nov 26 – Dec 2					12			24
New applications issued week of Nov 26 – Dec 2					5			5
Total 2016-2017 registered (includes changes since 5/1/16)					3,376			8,852
Total still outstanding from May 1 renewal mailing					16			24
Notes: The 2016-2017 rental license renewals for 9,102 units in 3,468 properties were mailed on May 2, 2016. \$500 citations are now being prepared against owners who have failed to renew their license for this program year and continue to operate a rental property.								
PAYMENT								
Weekly payment received		\$ 1,900						
Weekly adjustment/credits		\$ 725						

INSPECTIONS	
TYPE	NUMBER CONDUCTED
Building	35
Electrical	55
Plumbing	25
Mechanical	13
Safety	50
Neighborhood Vitality	12
Quality of Life	15
Preventive Maintenance	18
Planning & Zoning	4
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:	1,385	Field Interviews:	40
Arrests/Warrants Served:	16	Moving Violations:	31
Domestic Violence Calls:	26	Parking Violations:	188
DUI Arrests:	0	Safety Repair Orders:	2
Reports Filed:	144	Warnings:	35

REPORTS:

12/01/16: Officer McNew and Officer Morris responded to Georgia Avenue regarding a possible burglary in progress. Upon arrival a white male was observed to be inside the residence. Officers determined that the male was not a resident and did not have permission to be inside the residence. A tan vehicle was observed in the yard with the driver's side door and trunk open. Miscellaneous goods were observed in the vehicle. Through investigation it was discovered the owner of the house is deceased and the suspect had been removing items for the purpose of financial gain for himself. The male was transported to Central Booking and charged with theft and other related charges.

12/02/16: Officer Weaver was dispatched to Fridinger Avenue for a reported malicious destruction of property. The caller, an employee of Bonnie's Transport, stated that someone had slashed tires on three of their company vehicles. The caller believes that perhaps another local transport company may be responsible for the destruction. It was further stated that the two businesses have an on-going feud against each other. The officers will be checking area surveillance cameras. No further details are available.

12/03/16: Officer M. Anderson responded to Bethel Street for a report of a burglary. The victim stated that she had locked the door and left the property to go to the store. When she returned she noticed the door was open. The door handle lock mechanism was damaged and the door would not close. There was also blood on the door frame. The victim checked the house but nothing appeared to be missing. No further information is available at this time.

12/04/16: Officer Keefer responded to Best Buy on Garland Groh Boulevard for a theft in progress. The manager stated that an unknown white male exited the rear of the store with a Sony PS4 and fled in a black Chevrolet Avalanche. The manager advised she would access the security camera footage and ensure a DVD copy for the report. There are no further investigative leads.

12/06/16: Officer Eichelberger was dispatched to Oak Hill Avenue for a reported vehicle theft. The victims stated the missing vehicle is a 2005 Ford Taurus, burgundy in color, with black rims. Also missing is a 32 inch Vizo LED television. The victim stated that a repairman was in their residence the day of the thefts and had access to these items. However, there are no witnesses or information to verify the repairman was involved in the theft. No further information is available.

PRESS RELEASES:

On 12/02/16 at 12:57 p.m. officers responded to Bulldog Federal Credit Union located at 17990 Garland Groh Boulevard for a report of a bank robbery. Upon arrival officers were advised a white male wearing a tan jacket, tan pants, dark colored boots and a covering around his face, entered the bank with a gun and demanded money. In the course of the robbery the suspect fired off a single shot. The suspect was seen leaving the area in a silver colored Nissan Sentra. The vehicle had no front tag; however, had an empty black tag holder where the front license plate should be. The suspect is considered to be armed and dangerous. No one was injured during the incident. If you have any information as to the identity of the suspect or have any information related to this incident please contact the Hagerstown City Police Department at 301-790-3700 x241 or x242.

OTHER NEWS/INFORMATION:

The Hagerstown Police Department is scheduled to have "Christmas with Santa" on Friday, December 9, 2016 at Police Headquarters. Festivities will be held 6-8 p.m. Children are welcome to come and visit with Santa. With parent consent, children may also have their picture taken with Santa. The first 200 children will receive a special bag of treats.

PUBLIC WORKS

PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	203	197
	University District Deck	464	464
Number of Patrons Using Decks	A & E Deck	2053	1101
	University District Deck	2177	1079
Sales of Discount Coupons		0	0
Number of Citations Issued	(Includes Warnings)	119	144
Number of Late Payment Notifications		49	55
Peak Occupancy (%)	A & E Deck	*90% Thu @ 10 PM	62% Tue @ Noon
	University District Deck	63% Tue @ Noon	58% Tue @ Noon

*Event at MD Theater

CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	2	0
Fire	2	0
Human Resources	0	0
Light	3	2
Parks & Engineering	0	0
Police	6	13
Public Works	4	4
Wastewater	2	0
Water	2	3
Weekly Totals	21	22

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Problem Areas

- Sat. 12/3 - Pennsylvania Avenue and North Burhans Boulevard - blinking lights; lights were found to belong to the signal department and they were notified of needed repairs. Time Out: 9.7-10.5
- Sun. 12/4 - 1040 Brinker Drive- total outage; customer's main breaker had tripped. Time Out: 9.5-10.5

Distribution

- Metering Staff received no high bill complaints this week.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
20	0	1	0

Engineering

- Staff reviewed the site plan and electrical schematics for the battery storage system proposed at the Frederick Street Substation.
- Several permits have been reviewed and underground locates have been completed.

Administration

- Staff met with the demolition contractor for the MELP to discuss erosion control for the site. There is a meeting scheduled next week to discuss the plans moving forward as we await additional approvals from the State.

WATER DIVISION

Plant Flows - System Demand (MGD)

Date	Willson	Breichner	Total
12/01/16	11.14		11.14
12/02/16	11.02		11.02
12/03/16	10.84		10.84
12/04/16	10.67		10.67
12/05/16	11.03		11.03
12/06/16	11.19		11.19
12/07/16	10.97		10.97
Average:			10.98

Water Production at R. C. Willson

- Work continues at the Orchard Hills Tank (piping and valve improvements) – the tank was placed in service December 9, 2016.
- 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.
 - Repairs were made to the polymer system
 - Rebuilt the desiccant dryer.
- Instrumentation
 - Pump Stations – Repairs to the transducer suction and discharge taps are still in progress.

Water Production at Breichner/Edgemont Reservoir

The Reservoir pool elevation is currently 1.0 foot (dry level) – the level has increased as a result of the recent precipitation. Site evaluation continues per the contract with Hazen and Triad. MDE will be on-site on December 2, 2016 to review work progress.

Water Distribution

- Distribution crews performed routine customer service work throughout the water service area. Repairs were made to the water main on Clover Heights Road and Brentwood Terrace. Work continues at the Orchard and Henson tanks.

Laboratory

- Collected weekly TOC on Potomac River.
- Collected weekly THM/TOC samples on the Willson Plant.
- Collected source water sample from the Potomac River.
- Collected water sample from the Orchard Hills storage tank.
- Collected distribution samples for monitoring of water quality perimeters.
- Process and regulatory testing was routine for the week.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	1	2
Preliminary Plats	-	-
Final Plats	-	-
Building Permits	14	3

- Staff attended a development review meeting at the County Planning Office.
- Staff met with a contractor regarding the status of water service for two residential properties.
- Staff attended a Plan Review Committee meeting at City Planning.
- Staff met with a consultant regarding final approval of a utility site plan.
- Staff met with Distribution Division staff to discuss a commercial building vault installation.
- Staff met with a commercial property owner regarding tenant water use and site allocation changes.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, November 30, 2016	6.49	0.57
Thursday, December 1, 2016	6.20	0.05
Friday, December 2, 2016	5.54	0.00
Saturday, December 3, 2016	5.31	0.00
Sunday, December 4, 2016	5.44	0.09
Monday, December 5, 2016	5.80	0.12
Tuesday, December 6, 2016	6.60	0.70
Weekly – Avg. Flow / Total Rainfall	5.91	1.53
Nov - Avg. Flow/Total Rainfall	5.13	1.31
Dec - Avg. Flow/Total Rainfall	5.82	0.96

Miscellaneous

- Repaired 12" check valve in ASPS building.
- Removed DO Probes from OAB and cleaned.
- Replaced faulty instrument air piping in the Sludge Thickening room.
- Replaced control wiring, solenoid and piping on pressurization tank for DAF.
- Routine maintenance (MP2 Program) and Corrective Work orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	12	9,295'		
Flushing	2	638'		

Collection System Maintenance Task

- Pump shop; general pump work, testing and repairs.
- Noise complaint regarding MH 17110; installed tar rope under cover to quiet.
- Sewer Back up at 1000 Corbett Street; no issues found.
- Call for 11416 Wood View Drive; problem on private, possible broken line outside wall.
- Grinder Pump call for 1533 Kensington Drive; replaced pump.
- Grinder Pump call for 11015 Plumwood Circle; replaced pump.
- Pump Station 8; continued working on grading site, also built retention wall off driveway to eliminate future maintenance and storm runoff.
- Hauled in 3 loads of stone for stockpile.
- Dropped Enzyme bags at various lift stations and trouble spots in system to control FOG.

- Emergency CCTV lateral at 836 Oakhill Ave.

Administration

Wastewater Division – Customer Call Log Summary 2015/2016							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	0	2	0	0	0	2	4
YTD 2016	48	80	16	1	2	116	263

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

Engineering

- Staff attended a meeting on the Sludge Pelletizer Rehabilitation engineering proposals with the consultants, Synagro representative, Utilities Director and Wastewater Operations Manager to discuss details.
- Staff attended a development review meeting at the County Planning Office.
- Staff attended a Plan Review Committee meeting at City Planning.
- Staff met with a consultant regarding final approval of a utility site plan.

Laboratory

- Continued Biochemical Oxygen Demand trial using various concentrations of seed and standard.
- Contacted Microbac to schedule our 2017 WET Testing.
- Discussed impact of various cleaning solvents with County Pretreatment Manager.
- Completed annual inspection by MDE.
- Prepared reagents for Lachat operation.
- Process and regulatory testing was routine for the week.



Respectfully submitted,

Valerie A. Means
City Administrator