

City of Hagerstown, Maryland Status & Information Report No. 49 for 2016

December 16, 2016

To Mayor Bruchey and Members of the City Council:

*This will be the last Status & Information Report for 2016.
Wishing you a safe and enjoyable holiday season!*

UPCOMING MEETINGS

DECEMBER 2016 <small>* 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</small>						
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

1. **City Center:** Staff worked on the Arts & Entertainment District Annual Report, Main Street Maryland Quarterly Report, and Main Street Improvement Grant reporting.

2. **Community Needs Hearing:** Staff coordinated the CDBG Needs Hearing for FY 2018 held on December 15, 2016 at 5:30 p.m. at the Community Rooms 1 & 2, Alice Virginia and David W. Fletcher Branch. The purpose of this hearing was to obtain the views and comments of individuals and organizations concerning the City's housing and community development needs, including project recommendations for FY 2017/2018 CDBG funds. Agencies or parties planning to submit applications for CDBG funds were strongly encouraged to attend this hearing. Written comments, including project recommendations, can be sent to DCED or e-mailed to jkerns@hagerstownmd.org so that they are received by January 13, 2017. The application deadline for FY 2018 CDBG funds will be January 13, 2017 at 4 p.m. The application packet and more information will be available on the City's website and available to be picked up at DCED.

INFORMATION TECHNOLOGY & SUPPORT SERVICES

COMMUNICATIONS

This Week's Headlines and Media Releases:

- Christmas Tree Collection Dates Scheduled for City Residents
- Horizon Goodwill Industries Expands with New South End Storefront

Channel 25:

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

Websites:

- **City Website:**
 - o About 7,900 users visited www.hagerstownmd.org for the week of December 5 - December 11, 2016
 - o Top entrances (first page users accessed on the website):
 - Home page 3,146 users
 - Utility Billing page 609 users
 - Police page 279 users
 - Jobs page 377 users
 - o Top Searches:
 - "true"
 - "jobs"
 - "bids"
 - "gis"
 - "pay water bill"
 - "100 miler"

PARKS & ENGINEERING

PARKS DIVISION

1. **Hub City 100 Miler.** Registration is open for the 2017 Hub City 100 Miler! Challenge yourself to complete 1 mile a day for 100 days beginning on January 12! Weekly and grand prizes! Ensure your New Year's resolution to get healthy!! More info here: www.hagerstownmd.org/hubcity100
2. **Elfin Around Yoga Program & Cookies and Cocoa with Santa.** This Saturday at 10:30am, join us for Elfin' Around and Cookies and Cocoa with Santa! Elle the Yoga Elf is ready to spread some holiday cheer, with a splash of healthy. Kids, and kids at heart will enjoy a reading of 'The Elf on the Shelf' followed by some fun, holiday themed Yoga stretches! Santa will make his grand appearance for cookies and cocoa following Yoga. Class to be held at Robinwood Medical Center. Register here: www.hagerstownmd.org/yoga
3. **The Fit Room at Fairgrounds Park.** Work is now substantially complete and the flooring and heating systems are in place. We plan to start holding events there in early January.

ENGINEERING DIVISION

1. **NPDES Permit.** We have been told that MDE will publish the new stormwater regulations in the Federal Register on December 23rd; this will start the official process for issuing our new permit. Normally, the regulations become effective 30 days after being published; however, it sounds like MML and MACO will be sending in letters that will extend the approval process to 90 days. Once the regulations are published, we will reach out to MML and determine what course of action the City (and all the other Phase II municipalities) should take. This may also be something that the City and County staffs could look at together to come up with a consistent stance on the regulations.
2. **Safe Routes to School.** Great News! We were informed this week when we met with SHA staff in Baltimore that the State will increase our grant amount by \$318,000 to allow us to install new signals with APS and ramps at both school intersections this Summer (Salem/Indiana and Frederick/Mill).
3. **Cultural Trail "Call for Artists".** Several calls will be issued the first week of January.
 - "Faces of Hagerstown" photo murals
 - Micro Art – art designed by local artists
 - Playscape Art – art that children can use for "play"
4. **Engineering**

Traffic issues		
Description	Week of 12/9/16	Year to date
Traffic complaints received	1	163
Work Orders completed	1	108
Traffic counts completed	0	57
Construction Projects		
Description	Week of 12/9/16	Year to date
Projects advertised for bids	0	21
Projects under construction	12	7
Projects completed	0	7

PLANNING & CODE ADMINISTRATION

Historic District Commission: The HDC reviewed the following items on Thursday, December 8:

- 29-31 West Franklin Street – Harry W. Jones – approved replacement windows.
- 36 South Potomac Street – TMG Studios – approved signage.
- 20 West Washington Street – Michael Fitzgerald – approved alterations, including replacement windows and removal of another window.
- 232 North Potomac Street – H2 Asset Management – approved demolition of a rear garage.
- 20-22 Public Square – Rashmi Mehta – approved an awning and lighting.
- 261 South Prospect Street – City of Hagerstown/Jonathan Kerns – conducted a workshop concerning converting this four-unit apartment into a two-family, home ownership property.
- Election of Officers. Michael Gehr and Christina Davis were re-elected as chair and vice chair respectively.
- Approved the 2017 Meeting Schedule.

Planning Commission: Commission members considered the following items on December 14:

- Quit Claim Request – Portion of Alley 4-48 (Coinop Warehouse – near 367 East Franklin Street) – recommended approval to the Mayor and City Council.
- Carter Lumber Company (formerly ProBuild) – 1743 Dual Highway – approved a revised site plan.
- Fisher Structures, LLC – 500 South Burhans Boulevard – conditionally approved a site plan and waiver requests.
- Enterprise Rent-A-Car – 700 Dual Highway – approved a site plan.
- Annual Shopping Center Report.
- Comprehensive Plan Update: Introduction/Implementation – discussion was postponed until the next meeting.

Weekly Activity Report: December 5–9, 2016

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	6	Residential -	2	Commercial -	2	Other -	2	2
Electric	8	Residential -	5	Commercial -	2	Other -	1	8
Plumbing	19	Residential -	12	Commercial -	5	Other -	2	18
Mechanical	10	Residential -	4	Commercial -	5	Other -	1	10
Engineering Dept.	7							5
TOTAL	50		23		14		6	43
Est. Value of Issued Building Permit Projects:					Fiscal Year Totals:			
Residential				\$ 500.00				\$ 3,801,282.00
Commercial				\$ 1,850,000.00				\$ 9,793,461.00
Apartment				\$ 16,000.00				\$ 677,675.00
Sign				\$ 0.00				\$ 248,339.00
TOTAL				\$ 1,866,500.00				\$ 14,520,757.00
Projects of Interest								
- Concrete pad to place equipment at 1220 Kenly Avenue - \$1,850,000								

RENTAL LICENSING PROGRAM YEAR: JULY 1, 2016 – JUNE 30, 2017		
	PROPERTIES	UNITS
Registrations received week of Dec 5 – Dec 9	13	47
New applications issued week of Dec 5 – Dec 9	11	13
Total 2016-2017 registered (includes changes since 5/1/16)	3,389	8,899
Total still outstanding from May 1 renewal mailing	15	23
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	\$ 3,425	
Weekly adjustment/credits	\$ 1,675	
INSPECTIONS		
TYPE	NUMBER CONDUCTED	
Building	44	
Electrical	35	
Plumbing	39	
Mechanical	11	
Safety	73	
Neighborhood Vitality	27	
Quality of Life	13	
Preventive Maintenance	45	
Planning & Zoning	10	
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:	1,333	Field Interviews:	11
Arrests/Warrants Served:	21	Moving Violations:	35
Domestic Violence Calls:	24	Parking Violations:	214
DUI Arrests:	2	Safety Repair Orders:	5
Reports Filed:	146	Warnings:	46

REPORTS:

12/08/16: Officer Parks was dispatched to West Franklin Street for a burglary that had occurred at the law office of Wilson Forte LLP. Mr. Wilson, owner of the building and law firm, advised that strange and unusual things had been happening in the office. Things had been moved around, desk drawers left open and the candy dish had been emptied. Also, found missing was a brown knit hat, a Dell computer and a black briefcase. Evidence that was discovered in the office enabled the officer to identify a possible suspect. The officer will follow up on this case.

12/09/16: Officer Wolfe responded to HPD headquarters to take a report of an armed robbery. The victim stated he was in his parked vehicle when a tall white female opened the passenger door and asked him to take her to get some food. The victim agreed and they traveled to Locust Point Market and he bought her a sandwich. When they re-entered the vehicle she asked for money to buy a cup of coffee. When the victim opened his wallet she demanded the entire wallet and displayed a red pocket knife. The female then grabbed the wallet and fled west on Franklin Street. The officer will attempt to review area surveillance cameras. No further information is available.

12/11/16: Officer Bricker was dispatched to HPD headquarters to speak with an individual who advised that an incident involving a gun just occurred at the 7-11 Store on Salem Avenue. He further stated that a black male became angry and began cursing at another customer. The individual asked the black male to leave the other customer alone. The individual left the store and entered his vehicle. It was at this time the black male approached the individual's car, raised his shirt, and displayed a gun. The black male then went behind a dumpster and the individual left and came to the Hagerstown Police Department. No further information is available.

12/13/16: Office Blackmire responded to Antietam Street for a reported controlled dangerous substance of inhalants. The caller advised that her husband had been "huffing" as well as drinking alcohol. The officer found the male on the living room sofa with a glazed look in his eyes and a delayed reaction to her presence. The Community Rescue Service was called and the male was transported to Mertius Medical Center for treatment. Charges are forth coming for the male.

PRESS RELEASES:

Update: ***ARREST**** During the course of the investigation into the robbery at the Bulldog Federal Credit Union on Garland Groh Boulevard on 12/02/16, a similar bank robbery took place in Westminster, Maryland. Agencies worked closely together and were able to develop a suspect who resided in Shiremanstown, Pennsylvania. On 12/14/16 Detectives from the Hagerstown City Police Department and the Westminster Police Department, with the assistance of the FBI Violent Crimes Task Force, Pennsylvania State Police and Pennsylvania State Police SERT Team, executed a search and seizure warrant on the suspects' residence. The suspect, identified as 53 year old Edwin Charles Hoerner of Shiremanstown, Pennsylvania was taken into custody without incident. Hoerner is charged with Armed Robbery, Robbery, 1st and 2nd Degree Assault, Reckless Endangerment, Theft over \$1,000.00, Felon in Possession of Handgun and other related handgun charges. Hoerner is currently awaiting extradition back to Maryland.

OTHER NEWS/INFORMATION:

Congratulations: Detective Christopher Kayser has been selected as Officer of the Month for November 2016. Detective Kayser has been employed by the City of Hagerstown for 24 years and is currently assigned to the Criminal Investigation Unit. In early November 2016, the Hagerstown Police Department received numerous reports of projectiles being shot through windows of businesses, private residences, and vehicles throughout town causing thousands of dollars worth of damage. Detective Kayser was assigned to investigate the string of incidents and was quickly able to develop a suspect vehicle used in the incidents. Based on a tip from the Washington County Sheriff's Department (which also received numerous complaints of similar incidents) and another from Officer Shawn Weaver of the Hagerstown Police Department, Detective Kayser was able to develop a suspect. After numerous interviews and much paperwork, Detective Kayser was able to identify and charge the individuals responsible for almost 30 incidents of windows being shot out in town.

Based on his shrewd investigative skills and tenacity in preparing numerous reports and court documents to close out the myriad of cases, Detective Christopher Kayser has been selected as the Hagerstown Police Department Officer of the Month for November 2016. The Hagerstown Police Department is proud to have dedicated officers such as Detective Kayser as one of its own and congratulates him for a job well done.

Congratulations: On Saturday, December 3, Officer Michael Ault competed in the Southern Power-lifting Federations Maryland State Winter Challenge held at our PAL in the 242 lb. class, in the Police/Fire/Military Division. Officer Ault took 1st place in his three lifts -- Squat, Bench Press and Dead Lift. Congratulations Mike, nothing short of amazing!

PUBLIC WORKS

PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	203	203
	University District Deck	464	464
Number of Patrons Using Decks	A & E Deck	2325	2053
	University District Deck	2252	2177
Sales of Discount Coupons		0	0
Number of Citations Issued	(Includes Warnings)	203	119
Number of Late Payment Notifications		34	49
Peak Occupancy (%)	A & E Deck	89% Fri @ 2 PM	*90% Thu @ 10 PM
	University District Deck	69% Tue @ Noon	63% Tue @ Noon

*Event at MD Theater

CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	3	2
Fire	3	2
Human Resources	0	0
Light	3	3
Parks & Engineering	0	0
Police	10	6
Public Works	7	4
Wastewater	1	2
Water	4	2
Weekly Totals	31	21

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Problem Areas

Fri. 12/9/16

- Nottingham Road & West Washington Street - HFD vehicle struck signal pole. On call lineworker responded, no HLD damage. Contacted Public Works. Time Out: 1710 - 1745

Distribution

- Metering Staff received no high bill complaints this week.
- Line crews continue trimming trees in various residential locations.

- Line crews continue, in coordination with the HLD Engineering staff, to verify fuse sizes throughout out service territory. This project will allow HLD Engineering staff to coordinate all of our fusing which will improve our system reliability.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
15	0	0	0

Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- Engineering staff began planning for the refurbishment of an HLD subsurface electrical vault which will be completed this spring/summer.
- The Staff Engineer continued securing rights-of-way for construction of HLD facilities for various projects.
- Engineering staff coordinated this fiscal year's Arc Rated clothing program.
- Engineering staff began the process of removing the Frederick Street #1 transformer from service to return to the ABB South Boston Transformer Manufacturing facility. Similar to other ABB units, this unit is producing a gassing profile that requires attention by the manufacturer.

Administration

- Much support was provided by staff for the energy storage system project with Customized Energy Solutions and Alevo at the Frederick Street Substation. The grading plan is nearly complete. They will soon be pouring the pad for the equipment and the auxiliary transformer.

WATER DIVISION

Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
12/08/16	11.31		11.31
12/09/16	10.92		10.92
12/10/16	10.83		10.83
12/11/16	10.96		10.96
12/12/16	11.26		11.26
12/13/16	11.26		11.26
12/14/16	11.15		11.15
Average:			11.09

Water Production at R. C. Willson

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 filter backwash on pump #1.

Instrumentation

- RC Willson – Staff installed fans on the de-icing compressors.
- 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 0.5 feet (dry level). Site evaluation continues per the contract with Hazen and Triad.

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. Repairs were made to the water service leak on Brentwood Terrace and Bryan Place.

Laboratory

- Collected weekly TOC on Potomac River.
- Collected weekly THM/TOC samples on the Willson Plant.
- Collected TSS and Aluminum sample from the lagoon discharge.
- Process and regulatory testing was routine for the week.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	1	4
Preliminary Plats	-	-
Final Plats	-	-
Building Permits	9	-

- Staff attended a development review meeting at the County Planning Office.
- Staff attended a manager's meeting with the Utilities Director at the Park Avenue office.
- Staff met with a consultant on final approval of an industrial site plan.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

<u>Date</u>	<u>Flow (mgd)</u>	<u>Rainfall (inches)</u>
Wednesday, December 7, 2016	6.44	0.01
Thursday, December 8, 2016	6.11	0.10
Friday, December 9, 2016	5.80	0.00
Saturday, December 10, 2016	5.57	0.00
Sunday, December 11, 2016	5.71	0.01
Monday, December 12, 2016	6.20	0.25
Tuesday, December 13, 2016	5.86	0.00
Weekly – Avg. Flow / Total Rainfall	5.96	0.37
Dec - Avg. Flow/Total Rainfall	5.89	1.24

- Replaced defoamer pump and repair piping at ENR.
- Cleaned ChemScan and replaced tubing.
- Cleaned and calibrated the Ultraviolet Transmittance Sensor.
- Repaired/replaced outside site lighting.
- Routine maintenance (MP2 Program) and Corrective Work orders.

Wastewater Collection

SSES Weekly Progress

<u>Activity</u>	<u>Districts</u>	<u>L. F. main</u>	<u>Feet of lateral</u>	<u># inspected</u>
CCTV Inspections	2,21	214'	36'	1
Flushing	12	7,255'		

Collection System Maintenance Task

- Dropped enzyme bags at various lift stations and trouble spots in the system to control FOG.
- Sewer Back up at 757 Dual Highway (House of Kobe), problem on the private side.
- Grinder Pump call at 11015 Plumwood Circle, replaced grinder.
- Cleaned wet well for A.R. & E.
- Exercised emergency generators.
- Pump shop bench work, testing grinder pumps.
- Excavated MH 13026 to install new frame and cover.
- Installed 28 frame and cover conversions in Districts 14 and 15.
- Pump Station 8; installed drainage rocks at culver.

Administration

Wastewater Division – Customer Call Log Summary 2015/2016							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	0	1	1	0	0	2	4
YTD 2016	48	81	17	1	2	118	267

* 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.
- Discussed impact of various cleaning solvents with County Pretreatment Manager.
- 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".

Valerie A. Means
City Administrator

2017

Hub City 100 Miler

100 MILES IN 100 DAYS

WALK, RUN, SHOVEL, PEDAL

HOW IT WORKS: Begins January 12 and ends April 21
Registration opens 11/25/16

- You become eligible for weekly and grand prizes when you register for the challenge
- The goal is one mile a day for 100 days—achieve your miles by walking, running, hiking, etc
- Or, 20 minutes of activity equals one mile—shoveling, dancing, yoga... whatever is *FIT FOR YOU!*
- Weekly e-casts will offer motivational tips and ideas on how to reach your miles

WEEKLY PRIZES:

Recreation & Fitness Passes, Restaurant Gift Cards, Fitness Accessories and more!

GRAND PRIZES:

Fitness Bikes, Kayaks, Go Pro Camera, Fitness Trackers, and more!



HAGERSTOWN
FITFORYOU



PARKS &
RECREATION
CITY OF HAGERSTOWN



hagerstownmd.org/hubcity100

parks&rec@hagerstownmd.org | 301-739-8577 x 170



\$10 to enter
\$15 with my dog; \$20 with t-shirt
\$25 with my dog, t-shirt & dog bandana