

# City of Hagerstown, Maryland Status & Information Report No. 4 for 2017

January 27, 2017

To Mayor Bruchey and Members of the City Council:

## UPCOMING MEETINGS

<b>JANUARY 2017</b>						
<i>* For additional information and a complete list of City events, please visit our Calendar of Events on the City's website at <a href="http://www.hagerstownmd.org/calendar.aspx">http://www.hagerstownmd.org/calendar.aspx</a></i>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 <b>HOLIDAY CITY OFFICES CLOSED</b>	3 No Meeting	4	5	6	7
8	9	10 4pm Work Session	11 4pm Hagerstown Planning Commission Meeting	12 4:30pm Hagerstown Historic District Commission Meeting	13	14
15	16 <b>HOLIDAY CITY OFFICES CLOSED</b>	17 3pm Executive Session  4pm Work Session	18 7pm Board of Zoning Appeals Meeting	19	20	21
22	23	24 3pm Executive Session  4pm Special Session & Work Session	25 7pm Hagerstown Planning Commission Meeting	26 4:30 pm Hagerstown Historic District Commission Meeting	27	28
29	30	31 6pm Work Session  7pm Regular Session				

## DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

1. Staff from the Department of Community and Economic Development met this week with peers from the Maryland Department of Commerce and the Washington County Business Development Department for a quarterly review of assistance to local businesses. Discussed were issues pertaining to business retention, expansion and attraction as well as the Downtown Urban Improvement Project, workforce-services and tourism.
2. The City of Hagerstown welcomed Cold Stone Creamery to their new location at 1728 Dual Highway. An official ribbon cutting and grand opening celebration was held on Friday, January 27 at 12 p.m. with Mayor Bob Bruchey and members of the City Council. The community is welcome to celebrate a weekend of grand opening activities at Cold Stone Creamery including a caricature artist, face painting, balloon artists, games and giveaways, and a special appearance from the Hagerstown Suns' from 2 to 6 p.m. on Saturday, January 28. Fifty percent of all proceeds made during this time will also be donated to St. Jude's Children Cancer Research Center. For more information about Cold Stone Creamery, please, contact 301-582-0202.

## FIRE DEPARTMENT

**South Potomac Street - After-the-Fire-Neighborhood Visit:** On Friday, January 20<sup>th</sup>, the Hagerstown Fire Department conducted an after-the-fire-neighborhood canvassing in the area of the 800 block of South Potomac Street where a recent fire had occurred. A total of 136 homes were visited with firefighters checking 105 smoke alarms. The firefighters installed a total of 5 new smoke alarms and replaced batteries in 3 alarms with 10-year lithium batteries.

**North Mulberry Street – After-the-Fire Visit:** The Hagerstown Fire Department went door-to-door Thursday, January 19<sup>th</sup> in the neighborhood of a recent fire to educate residents on the importance of having working smoke alarms in their homes. Of the 318 homes visited, firefighters replaced 17 non-working smoke alarms and installed batteries in 4 alarms. The Hagerstown Fire Department reminds residents to check the batteries in their smoke alarms monthly. Additionally, the Fire Department will provide a free smoke alarm to any resident located in the City limits of Hagerstown. To request an alarm, please contact the Fire Department Administrative Office at 301-791-2544.

### FIRE DEPARTMENT CALLS FOR ASSISTANCE

House Fires	0	Community Risk Reduction	454
Building Fires	0	Public Service	1
Medical Assistance	27	Personal Injury Collision	5
Assist other Fire Departments	0	Fuel/Hazard Spills	1
Auto Fire Alarms	3	Gas Leaks	4
Vehicle Fires	2	Investigation: Odor, Smoke, Fire	1
Elevator Service Call	0	Dumpster/Outside Fires	0

## INFORMATION TECHNOLOGY & SUPPORT SERVICES

### COMMUNICATIONS

**This Week's Headlines and Media Releases:**

E-Casts: Cold Stone Creamery Moves to New Location in Hagerstown

**Channel 25:**

- Watch the City Newsroom at the top of every hour. This week's news stories include:
  - o Clearing the Way: On the Streets with Public Works
  - o Maryland Department of Human Resources: Help with Energy Costs
  - o Maryland Department of Human Resources: Help with Heating Costs
- Scheduled:
  - o Call for Artist Information Meeting:  
3:00 pm Saturday & Sunday
  - o Lake Dredging Informational Meeting:  
5:00 pm Monday - Friday
  - o Divided Valor:  
Noon Saturday & Sunday  
7:00 pm Monday & Sunday
  - o Valor in the Streets :  
7:00 pm Wednesday & Saturday
- In production: BuroBox Promotional

**Websites:**

- **City Website:**

- o About **8,159** users visited [www.hagerstownmd.org](http://www.hagerstownmd.org) for the week of January 16 - January 22, 2017.
- o Top entrances (first page users accessed on the website)
  - Home page 2,826
  - Utility Billing 556
  - Jobs page 342
  - Police 287
- o Top Searches:
  - "true"
  - "jobs"
  - "solicitations"
  - "100 miler"
  - "bridgeport"
  - "pay electric"

- Communications staff is working with the Parks & Recreation Division to complete a re-design of The Greens at Hamilton Run golf course website. The changes make the site mobile responsive, easier to navigate, and more visually appealing. The site is expected to launch in the coming weeks.

**PARKS & ENGINEERING**

**PARKS DIVISION**

1. **Hub City 100 Miler.** Registration for the 100 Miler closes today, January 26<sup>th</sup>. There are **1,432 registered for the 4<sup>th</sup> annual Hub City 100 Miler!** We have built program partners with the following entities and they have encouraged their employees to take the challenge: Cedar Ridge Ministries, HEAL of Washington County, Herald Mail Media, Mercury Endurance, Meritus, Pivot Physical Therapy, River and Trail Outfitters, Volvo, Washington County Government, Washington County Public Schools, and Washington County Health Dept.
2. **Fit Room Classes.** Upcoming classes include:
  - Friday, January 27<sup>th</sup>, Gad Abouts Square Dancing – 5pm
  - Saturday, January 28<sup>th</sup>, Tai Chai for Balance and Movement – 9am
  - Saturday, January 28<sup>th</sup>, Turbo Kick – Noon
  - Monday, January 30<sup>th</sup>, Tai Chai for Balance and Movement – 9am
  - Tuesday, January 31<sup>st</sup>, Fresh Academicz Hip Hop Dance – 4:30pm
  - Tuesday, January 31<sup>st</sup>, Gad Abouts Square Dancing – 7pm
  - Thursday, February 2<sup>nd</sup>, Gentle Yoga, 4:45pm
3. **Hager House.** Rec staff was interviewed by Antietam Cable for the upcoming "History of Washington County" documentary, to be released Fall of 2017. This is a multi-episode series and one that will feature Jonathan Hager's contribution toward founding the county at the time of the American Revolution and how the Hager House came to be a museum today.
4. **Vietnam Memorial.** Assisted the veterans fundraising for this project by designing a footing system for the monuments as well as a banner.

5. **In-Line Rink at Fairgrounds Park.** Met with the Washington Capitals about refurbishing the rink and developing a school league. The Caps are planning a presentation to the Mayor & Council in February.

**ENGINEERING DIVISION**

1. **Safe Routes to School.** State Highway finally sent us the “Concurrence in Award” letter that allows us to proceed with M&C approval, shop drawings submittals and pre-construction meeting for the traffic signal reconstruction at Mill/Frederick Street and Indiana/Salem Avenue. They increased the funding by \$294,442.81 to a total grant amount of \$669,442.81, 100% of the bid amount. We sent the contractor the information to submit shop drawings to State Highway for approval. We will submit to the Mayor & Council for February approval and expect construction to proceed over the summer months while school is closed.
2. **Professional Court.** Completed our review of the 60% drawings of Professional “Boulevard” and sent comments to County.
3. **Cultural Trail:**
  - Attended information meeting on “Call for Artists”
  - Presented project to Hagerstown Rotary
  - Held monthly artist selection committee meeting and interviewed muralist “Hense”
  - Met to plan grand opening on June 17<sup>th</sup>

4. **Engineering**

Traffic issues		
Description	Week of 1/20/17	2017 TOTALS
Traffic complaints received	0	10
Work Orders completed	0	11
Traffic counts completed	0	0
Construction Projects		
Description	Week of 1/20/17	2017 TOTALS
Projects advertised for bids	0	0
Projects under construction	8	0
Projects completed	0	0

**PLANNING & CODE ADMINISTRATION**

1. **New Zoning Certificates:**
  - 20-22 Public Square – Jerry’s Subs, Pizza & Sports Bar.
2. **Planning Commission:** The Planning Commission considered the following items on January 25:
  - 503 Dual Highway – workshop for potential pad site development to discuss layout and potential waiver requests.
  - 2009 Salem Ave North LLC – agreed to recommend to the Mayor and Council that CG (Commercial General) zoning is appropriate for this proposed annexation.
  - Comprehensive Plan Update – completed discussion of the draft Introduction and Implementation Elements.

3. **Weekly Activity Report:** January 17–20, 2017

<b>PERMITS</b>								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	3	Residential -	1	Commercial -	1	Other -	1	8
Electric	14	Residential -	8	Commercial -	6	Other -	0	14
Plumbing	11	Residential -	9	Commercial -	0	Other -	2	11
Mechanical	6	Residential -	5	Commercial -	1	Other -	0	6
Engineering Dept.	18							18
<b>TOTAL</b>	52		23		8		3	57

<u>Est. Value of Issued Building Permit Projects:</u>		<u>Fiscal Year Totals:</u>
Residential	\$ 12,500.00	\$ 4,122,628.00
Commercial	\$ 138,320.00	\$ 13,487,883.00
Apartment	\$ 8,970.00	\$ 742,175.00
Sign	\$ 5,000.00	\$ 268,025.00
<b>TOTAL</b>	<b>\$ 164,790.00</b>	<b>\$ 18,620,711.00</b>

**Projects of Interest**

- Tenant fit-out for Bon Chon Restaurant at 18089 Garland Groh Boulevard - \$98,000
- Tenant fit-out on second floor for Maryland Appellate Court at 1850 Dual Highway - \$40,000

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

	<u>PROPERTIES</u>	<u>UNITS</u>
Registrations received week of Jan 3 – Jan 6	2	2
New applications issued week of Jan 3 – Jan 6	2	2
Total 2016-2017 registered (includes changes since 5/1/16)	3,415	8,986
Total still outstanding from May 1 renewal mailing	8	9

**Notes:** The 2016-2017 rental license renewals for 9,102 units in 3,468 properties were mailed on May 2, 2016.

**PAYMENT**

Weekly payment received	\$ 150
Weekly adjustment/credits	\$ 0

**INSPECTIONS**

<u>TYPE</u>	<u>NUMBER CONDUCTED</u>
Building	30
Electrical	28
Plumbing	16
Mechanical	23
Safety	65
Neighborhood Vitality	14
Quality of Life	10
Preventive Maintenance	26
Planning & Zoning	3

**INSPECTIONS KEY:**

**Categories of Conditions**

Safety	Conditions which are or reasonably present a hazard to occupant or public. Example: No smoke alarms, improper wiring, handrails
Neighborhood Vitality	Conditions which cause or tend to cause diminution to property Example: Weeds, trash, debris, junk vehicles, deterioration of a structure.
Quality of Life	Conditions which negatively impact occupants. Example: Damaged surfaces, damages elements, missing screens
Preventive Maintenance	Conditions which are technical violations and need addressed to prevent deterioration. Example: 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:	1,487	Field Interviews:	44
Arrests/Warrants Served:	17	Moving Violations:	42
Domestic Violence Calls:	23	Parking Violations:	203
DUI Arrests:	1	Safety Repair Orders:	9
Reports Filed:	133	Warnings:	119

**REPORTS:**

**01/20/17:** Officer C. Kelley responded to South Mulberry Street in reference to a burglary report. The victim stated that someone had entered the home through the back door and took a Playstation 4 from the residence. The victim left the home around 8:30 a.m. and returned approximately 11:30 a.m. and found her kitchen cupboards and drawers open and noticed damage to the rear door. The only items missing were the Playstation 4 and two game controllers. It should be noted there were other items of value in the home but they were left untouched by the suspect. There are no suspects at this time. No additional information is available.

**01/21/17:** Officer Routhier and Officer Young were dispatched to Professional Nail Studio on Garland Groh Boulevard for a report of a property damage accident. While in route Dispatch advised that a robbery just took place and the same address to where the officers were headed. The victim advised that he was walking out of Professional Nail Studio when he saw a gray van collide with his white Honda Odyssey. The victim confronted the female driver and the male passenger and words were exchanged. The male passenger pushed the victim down on the asphalt and took his phone. The suspects then fled the area. A witness came forward and confirmed the victim's account of the incident. The male suspect was located and stated the assault was done in self defense. He was transported to Central Booking and charged with Robbery and 2<sup>nd</sup> Degree Assault.

**01/23/17:** Officer Goggin responded to Ridge Avenue for a possible overdose. Upon arrival Community Rescue Service was already on the scene. The individual was discovered unresponsive in the bathroom by his mother. His mother stated she could not wake him so she called 911. The individual stated he did overdose on heroin. At the point he refused medical treatment and became uncooperative with the police. He signed a medical refusal form and went into his residence. There are no further details.

**01/25/17:** Officer Reese was dispatched to Little Elliott Drive in reference to a malicious destruction of property to a motor vehicle. The victim stated that a neighbor knocked on her door to advise her that someone had slashed all four of her tires. The neighbor stated he saw a black male slash the tires but could not describe the male since the suspect had his face covered. It should be noted that back on December 2, 2016 this same victim had all four of her tires slashed and now again in January 2017. There is no suspect at this time.

**PRESS RELEASES:**

**\*\*\*UPDATE\*\*\*** On 01/24/17 at 8:30 a.m., 30 year old Michael Joseph Campher of Hagerstown turned himself in at Hagerstown City Police Department on a Circuit Court Indictment. Campher is the suspect in the fatal hit and run accident that occurred on 12/17/16 at 4:41 a.m. in the 300 block of Dual Highway which claimed the life of 24 year old Katlyn Marie Hughes of Hagerstown. Through investigation, Campher became a suspect at which point he cooperated with the investigation. Campher is charged with the following: Driver failing to remain at scene of accident involving bodily injury or death, Driver of vehicle involved in accident that results in the death of another person shall stop vehicle as close as possible to scene of accident, Driver failing to drive at reasonable and prudent speed, Failing to obey a steady red traffic signal and other related traffic charges. Campher was transported to Washington County Detention Center where he awaits a bond review in front of a Circuit Court Judge.

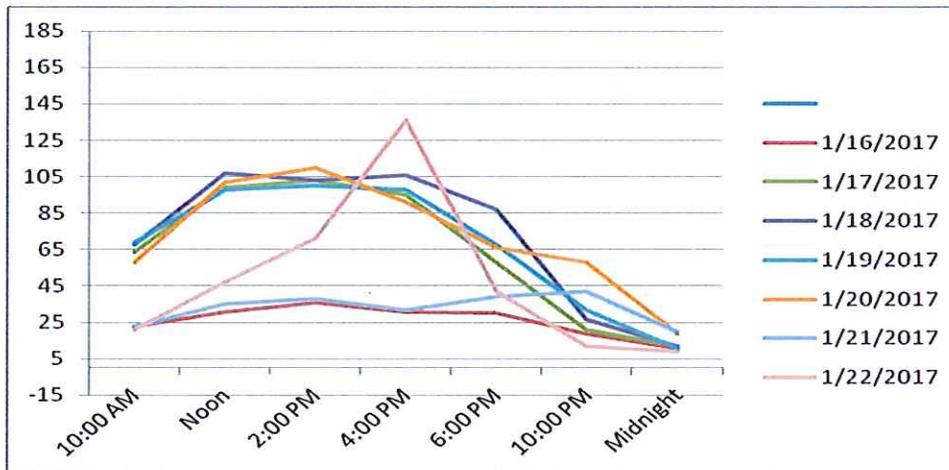
## PUBLIC WORKS

**CHART NO. 1 – GENERAL PARKING SYSTEM DATA**

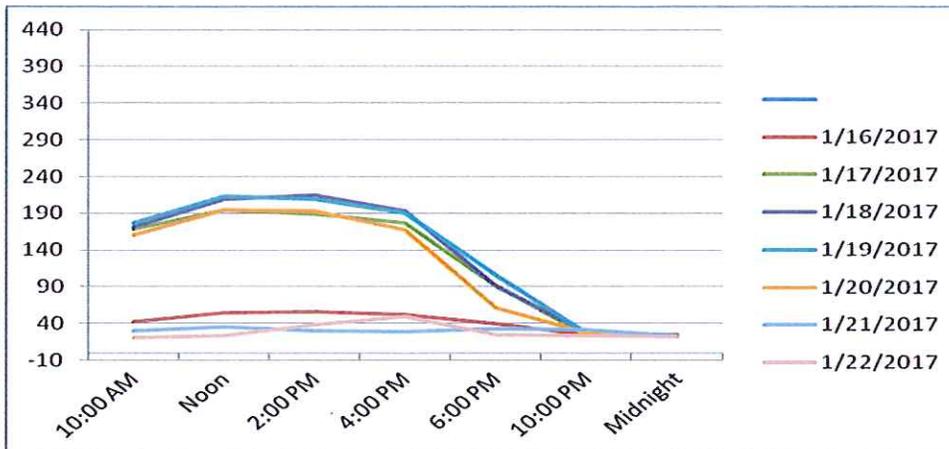
		Current Week	Previous Week
Number of Permit Holders	A & E Deck	204	207
	University District Deck	287	468
	Parking Lots	297	297
Number of Patrons Using Decks	A & E Deck	1486	1537
	University District Deck	1369	1548
Sales of Discount Coupons		0	0
Number of Citations Issued	(Includes Warnings)	182	123
Number of Late Payment Notifications		68	56
Peak Occupancy (%)	A & E Deck	60%	57%
		Fri @ 2 PM	Wed @ 2 PM
	University District Deck	49%	53%
		Fri @ 2 PM	Thu @ Noon

Note: Monday 1/16/17 was the MLK holiday

**CHART NO. 2 – A&E PARKING DECK WEEKLY OCCUPANCY**



**CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY**



**CENTRAL MAINTENANCE GARAGE REPAIR DATA**

	Current Week	Previous Week
DCED	0	0
Fire	1	4
Human Resources	0	1
Light	1	1
Parks & Engineering	0	3
Police	5	11
Public Works	6	11
Wastewater	3	2
Water	3	5
<b>Weekly Totals</b>	<b>19</b>	<b>38</b>

**SNOW COSTS:** Due to the extremely mild winter weather, snow storm costs are a fraction of the budgeted amount of \$398,253. To date, there remains \$310,417 budgeted for the winter season.

Labor	\$23,710
Vehicle & Equipment Repairs	\$15,145
Misc. Operating Supplies	\$ 4,678
Bulk Road Salt	<u>\$44,303</u>
<b>Total to Date</b>	<b>\$87,836</b>

**UTILITIES DEPARTMENT**

**ELECTRIC DIVISION**

**Problem Areas**

- Sat. 1/21 - On call line worker responded to a 911 call to our Frederick Street Substation for an alarm for the Alevo battery storage unit. Timeout: 0700-0830.
- Mon. 1/23 - 287 Frederick Street Line crews responded to a 911 call for a broken pole. Upon arrival crews discovered that a delivery truck had snagged an overhead CATV line and broke a pole. Crews replaced the pole and our overhead facilities  
Timeout: 1330-1612.
- 287 Frederick Street. On-call line worker responded to reconnect the electrical service following emergency repairs by the property owner. Timeout: 1850-2016

**Distribution**

- Line crews completed the first phase of our required work to energize the Alevo battery storage system located at our Frederick St Substation.
- Crews are continuing with our project to verify fuses on our distribution system. Once this survey is complete, the Staff Engineer will be able to accurately coordinate HLD's fusing scheme. This will help to improve our system reliability for our customers.
- The Line Department continues with our tree trimming throughout our service territory. This project has contributed to a reduction and duration of outages.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
15	0	3	0

## Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- Engineering staff located and marked a private line for the Engineering and Parks Dept. to accommodate plans for work at City Park.
- Engineering staff met with ABB to discuss replacement communication cards for HLD's high voltage relay devices and discussed the future of ABB devices as they reach obsolescence.
- Engineering staff requested a quote for new high voltage line recording devices to replace older units.
- The Staff Engineer reviewed HLD distribution facilities in preparation for downtown core projects.
- Engineering Staff repaired SCADA communications with Plant Substation and discussed new technologies for communications to remote areas of the system.

## Administration

- Staff prepared the initial response to the Maryland Public Service Commission request for Case 9505(k) which reviews the accuracy of our PPCA charges to customer monthly bills for Calendar Year ending 2016.

### WATER DIVISION

#### **Plant Flows - System Demand (MGD)**

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
01/19/17	11.49		11.49
01/20/17	11.43		11.43
01/21/17	11.12		11.12
01/22/17	11.12		11.12
01/23/17	11.06		11.06
01/24/17	11.72		11.72
01/25/17	11.91		11.91
Average:			11.41

#### **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 are in process to replace the fluoride system ventilation blow.
  - The solenoids and hoses were replaced on the North A & B TracVac System.
- Instrumentation
  - RC Willson – Repairs to the trough and filter evaluations are in progress.
  - RC Willson – Work is underway to install a SCADA work station in the chemical building.
  - RC Willson – Staff is replacing the chlorine line to the clear-well and installing additional piping for redundancy.
  - 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 12.1 feet (dry level). The change in elevation is a result of rain received recently in the area. Site evaluation continues per the contract with Hazen and Triad. Distribution staff inspected the screen retrieval device and plates and will relocate these items to the intake structure/tower. The next project progress meeting is scheduled for February 1, 2017.

**Water Distribution**

- Distribution crews worked on routine customer service and routine meter testing. Work is in progress on the water main replacement project on East Antietam Street.

**Laboratory**

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

**Engineering**

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	2	-
Preliminary Plats	-	-
Final Plats	-	-
Building Permits	9	-

- Staff met with a Maryland Department of Environment representative and commercial site construction supervisors regarding a proposed location for a vault on a proposed future County road.
- Staff met with a consultant to discuss preliminary design details of a water main extension.

**WASTEWATER DIVISION**

**Wastewater Treatment Plant at Frederick Street**

Date	Flow (mgd)	Rainfall (inches)
Wednesday, January 18, 2017	6.42	0.00
Thursday, January 19, 2017	6.42	0.00
Friday, January 20, 2017	6.16	0.02
Saturday, January 21, 2017	5.82	0.00
Sunday, January 22, 2017	5.89	0.00
Monday, January 23, 2017	7.31	0.79
Tuesday, January 24, 2017	7.79	0.02
Weekly – Avg. Flow / Total Rainfall	6.54	0.83
Jan - Avg. Flow/Total Rainfall	6.33	1.71

- Cleaned and calibrated Velodyne polymer system.
- Cleaned cooling tower and rotate pumps.
- Replaced 8" Jamesbury valves (1B & 1C), pneumatic actuators and solenoid valves on PSA Oxygen skid.
- Repaired DO Meter on OAB flow path #1.
- Troubleshoot High Pressure Utility Water Pump and make temporary repairs to 6" check valve.
- Routine maintenance (MP2 Program) and Corrective Work orders.

## Wastewater Collection

### SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	1	321'	253'	8
Flushing	14	4,230'		

### Collection System Maintenance Task

- Sewer back up at 43-53 West Washington Street; assisted Public Works multiple days with flusher, CCTV'd found lateral to have been crushed during installation of porch, we will excavate and replace lateral 1-24-2017.
- CCTV'd storm drain for Engineering Dept. on Haven Road.
- Dropped enzyme bags at various lift stations and trouble spots throughout the system.
- Exercised all generators, light tree and pumps in inventory.
- Unit #528; worked on cable reel and control switch.
- General pump shop repairs.

### Administration

Wastewater Division – Customer Call Log Summary 2017							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	0	0	0	0	0	2	2
YTD 2017	5	2	0	0	0	9	16

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

### Engineering

- Staff began preliminary design of a sewer main relocation at Pump Station # 3 and solicited as-built field survey proposals.

### Laboratory

- Completed WET testing for 2017.
- Spoke with MDE Inspector regarding 2015 and 2016 WET testing results, as well as our quarterly metals testing and Industrial Pretreatment Program.
- Spoke with Pinnacle Foods maintenance supervisor and industrial wastewater operator regarding DAF operation and ISCO autosampler.
- Collected first composite sample from Pinnacle Foods. Preliminary results are within permit limitations.
- Prepared reagents for Lachat operation.
- Process and regulatory testing was routine for the week.



Respectfully submitted,

*Valerie A. Means*  
Valerie A. Means  
City Administrator