

City of Hagerstown, Maryland Status & Information Report No. 8 for 2017

February 24, 2017

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

FEBRUARY 2017						
* For additional information and a complete list of City events, please visit our Calendar of Events on the City's website at http://www.hagerstownmd.org/calendar.aspx						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7 3pm Executive Session 4pm Work Session	8 4pm Hagerstown Planning Commission Meeting	9 4pm Board of Traffic & Parking 4:30pm Hagerstown Historic District Commission Meeting	10	11
12	13	14 4pm Work Session	15	16	17	18
19	HOLIDAY CITY OFFICES CLOSED	21 3pm Executive Session 4pm Work Session	22 7pm Hagerstown Planning Commission Meeting	23 4:30 pm Hagerstown Historic District Commission Meeting	24	25
26	27	28 5:45pm Executive Session 6:30pm Work Session 7pm Regular Session				

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

1. **Chamber Award Dinner:** DCED staff and City elected officials attended the annual Washington County Business Awards held by the Hagerstown-Washington County Chamber of Commerce. All of the award winners are located in the City: Large Business of the Year (Smith Elliott Kearns & Co.); Small Business of the Year (Bushey Feight Morin Architects); Non-Profit of the Year (Children in Need); Leading Edge (Antietam Cable); and, At Your Service (Community Rescue Service). The Business Person of the Year award went to Al Martin who retired from the City in 2011 as Finance Director. Al is involved in numerous local organizations including the Barbara Ingram School for the Arts and the Washington County Museum of Fine Arts.

2. **Blues Fest:** Staff met with the Blues Fest Main Committee. The fundraising committee has been hard at work to secure long time partners and new sponsors. The Cabin Fever Blues Bash featuring Paul Pfau will be held on Friday, March 3 at 7:30 p.m. at the Maryland Theatre. Tickets are \$20. The sponsors are the Herald Mail, Antietam Cable Television, Antietam Brewery, M&T Bank, and the Maryland Theatre.

3. **Grand Openings:** Please check your calendar and try to join us for official celebration for Community Action Council – Tuesday, March 7 at 10 a.m. - 117 Summit Avenue.

FIRE DEPARTMENT

FIRE DEPARTMENT CALLS FOR ASSISTANCE			
House Fires	2	Community Risk Reduction	10
Building Fires		Public Service	7
Medical Assistance	33	Personal Injury Collision	6
Assist other Fire Departments	8	Furnace Malfunction/Combustibles	2
Auto Fire Alarms	3	Gas Leaks	1
Vehicle Fires	1	Investigation: Odor, Smoke, Fire	3
Elevator Service Call	0	Dumpster/Outside Fires	1
Malicious calls	1	Extrication	2

Building Fire Alarm – Dagmar Hotel: Hagerstown Fire Department units responded Sunday, February 19th at approximately 6:30 p.m. to the Dagmar Hotel on Summit Avenue for an activation of the building fire alarm system. Units arrived on the scene and found a manual fire alarm pull station activated. Following an investigation, City Fire Marshals arrested a 43 year old male resident for maliciously causing a false fire alarm.

Outside Fire – 900 Block of Mulberry Avenue: At approximately 7:35 p.m. Sunday, February 19th, the Hagerstown Fire Department responded to the 900 block of Mulberry Avenue for the report of an outside fire. On arrival firefighters reported that it was a brush fire. The fire caused the overhead power lines to burn. The fire was quickly extinguished by firefighters. City Light crews were called to the scene to restore electric to the homes in the area that had lost power. Hagerstown City Fire Marshals determined the fire was caused by a resident discharging ground based sparking devices. The Fire Marshals are continuing their investigation into the incident.

INFORMATION TECHNOLOGY & SUPPORT SERVICES

COMMUNICATIONS

This Week’s Headlines and Media Releases:

- Traffic Advisory: Howard Street
- Traffic Advisory: Church Street
- E-Casts:
 - o Blues Fest Sponsorship 2017
 - o 2017 Hub City 100 Miler Week 7
 - o Golf Newsletter February 2017

Channel 25:

Watch the City Newsroom at the top of every hour. This week’s news stories include:

- Hagerstown Cultural Trail promotion
- Cabin Fever Blues Bash promotion
- Commuter Connection presented by Maryland Transit Administration
- BuroBox promotion

Scheduled:

- Call for Artist Information Meeting:
3pm Monday & Saturday
7pm Sunday
- Lake Dredging Information Meeting:
5pm Monday-Friday
- Divided Valor:
12pm Saturday & Sunday
- Valor in the Streets:
7pm Wednesday & Saturday
3pm Sunday
- In production:
 - o State of the City

Websites:

City Website:

- About 7,423 users visited www.hagerstownmd.org for the week of February 13–19, 2017.
- Top entrances (first page users accessed on the website)
 - o Home page 3,168
 - o Utility Billing 587
 - o Police 289
 - o Jobs Page 283
- Top Searches:
 - o "true"
 - o "jobs"
 - o "skate park"
 - o "solicitations"
 - o "bids"
 - o "bill pay"

PARKS & ENGINEERING

PARKS DIVISION

1. **Greens at Hamilton Run.** Staff met with the operator of the Waynesboro Municipal course, private company that leases the course from the Borough. We had a good conversation about rates, season passes, discounts, and ways to cut costs. The course was open the past few days due to the unseasonably warm weather and play revenue exceeded costs.

2. **Old Glory.** The cell tower company has made changes to the flag attachment system at Fairgrounds Park. The new flag was installed last Friday and we will monitor how well it works.



3. **Potterfield Pool.** Staff held our pre-season meeting with *Community Pool Services (CPSI)* to discuss the upcoming season. Some highlights:
- An experienced manager has been hired and they plan to hire 25 lifeguards. International guard program is no longer viable.
 - Longer summer: school will likely be out in late May and return right after Labor Day. Swim season starts Saturday May 27th and ends Monday September 4th. Based on the hours used last year, we decided to stay open the entire time between these dates and we should stay within the contractual hours budget.
 - Neil Parrott will return to run the swim team. They will practice weekdays from 7:00AM to 9AM
 - Rentals: Available Fridays (except June 2nd, July 7th, Aug 4th, and September 1st), Saturdays and Sunday nights. Rates are increased as follows:
 - o \$100/hr. 1-50 patrons
 - o \$150/hr. 51-75 patrons
 - o \$250/hr. 76-100 patrons
 - Programs:
 - o Dive In Movie Aug 5th
 - o Swim lessons
 - o Pooch Plunge is probably Sept 6th
 - Climbing Wall: Applied for State permit to install one.
 - Repairs:
 - o CPSI will give City price to replace two valves based on contract rates. This must be done in April.
 - o CPSI will provide price on refurbishing Slidewinder.
 - Send out letters inviting local camps to swim at the pool again.
 - Replacing lights with LED's to brighten the bathrooms.

ENGINEERING DIVISION

1. **Fairgrounds Park Entrance Building:** Staff inspected the building about two weeks ago and found some significant issues with water penetration and rot. The building has also been repeatedly vandalized. The building currently has an easement that it cannot be torn down and the Maryland Historic Trust will be sending us a letter that we need to address these issues (they were here last Friday to also inspect it, a condition of the easement). Staff will prepare estimates to repair the structure and to paint the entire building, the total of which will likely be upwards of \$100,000. We plan to discuss this with Mayor and Council to decide what is the long term goal with this structure.

2. **Lake Dredging:** Contractor continues to mobilize barges and equipment. Dredging operations will commence around the end of next week.



3. **Engineering Statistics:**

Traffic issues		
Description	Week of 2/19/17	2017 TOTALS
Traffic complaints received	1	15
Work Orders completed	3	16
Traffic counts completed	1	1
Construction Projects		
Description	Week of 2/19/17	2017 TOTALS
Projects advertised for bids	2	3
Projects under construction	8	0
Projects completed	0	0

PLANNING & CODE ADMINISTRATION

1. **New Zoning Certificates:**
 - 1101 Opal Court – La Tolteca – Mexican restaurant (change of ownership only).
 - 506 Papa Court – Platinum Construction – home office for a carpentry and construction subcontractor.
 - 840 Mulberry Avenue – Maggie and Me Cleaning – home office for a residential and commercial cleaning service.
2. **New Development Cases:**
 - 367 East Franklin Street – Lands of 339 Antietam, LLC – final plat.
3. **Planning Commission:** The Planning Commission reviewed the following matters on February 22:
 - 17932-17944-17950 Garland Groh Boulevard – Interface Development – approved a site plan for a shopping center.
 - 367 East Franklin Street - Coinop Warehouse – approved a site plan and forest conservation plan for a parking lot.
4. **Board of Zoning Appeals:** No appeals were filed for the March 15 hearing.
5. **Weekly Activity Report:** February 13–17, 2017

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	4	Residential -	3	Commercial -	1	Other -	0	10
Electric	21	Residential -	11	Commercial -	7	Other -	3	21
Plumbing	13	Residential -	7	Commercial -	5	Other -	1	14
Mechanical	3	Residential -	2	Commercial -	1	Other -	0	3
Engineering Dept.	6							3
TOTAL	47		23		14		4	59
<u>Est. Value of Issued Building Permit Projects:</u>				<u>Fiscal Year Totals:</u>				
Residential				\$ 224,400.00				\$ 4,546,450.00
Commercial				\$ 695,000.00				\$ 14,440,883.00
Apartment				\$ 92,365.00				\$ 869,540.00
Sign				\$ 0.00				\$ 296,825.00
TOTAL				\$ 1,011,765.00				\$ 20,153,698.00
Projects of Interest								
<ul style="list-style-type: none"> - Remove and replace ceilings at 908 Hamilton Boulevard, Units 7 & 9 - \$52,000 - Interior demolition of walls for existing tenant at 562 Northern Avenue - \$70,000 - Interior renovations on 1st and 2nd floors at 849 Kenly Avenue - \$200,000 - Install new roof system on building at 504 East First Street - \$600,000 								
RENTAL LICENSING PROGRAM YEAR: JULY 1, 2016 – JUNE 30, 2017								
					<u>PROPERTIES</u>	<u>UNITS</u>		
Registrations received week of Feb 13 – Feb 17					13	15		
New applications issued week of Feb 13 – Feb 17					4	6		
Total 2016-2017 registered (includes additions and subtractions since 5/1/16)					3,434	9,008		
Total still outstanding from May 1 renewal mailing (all have been fined)					7	8		

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	\$ 1,125
Weekly adjustment/credits	\$ 150

INSPECTIONS

<u>TYPE</u>	<u>NUMBER CONDUCTED</u>
Building	23
Electrical	36
Plumbing	28
Mechanical	16
Safety	106
Neighborhood Vitality	58
Quality of Life	17
Preventive Maintenance	138
Planning & Zoning	1

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:	1,717	Field Interviews:	24
Arrests/Warrants Served:	13	Moving Violations:	29
Domestic Violence Calls:	26	Parking Violations:	126
DUI Arrests:	1	Safety Repair Orders:	5
Reports Filed:	142	Warnings:	59

REPORTS:

02/16/17: Officer Parks was dispatched to Alexander Street for a report of a stolen Maryland license plate. The victim stated she last saw the plate at 6 p.m. on February 16. At 10 a.m. the next morning she noticed the plate was missing from the vehicle. There are no suspects at this time.

02/18/17: Officers responded to the area of 30 East Antietam for a report of shots fired. Shortly after the call, Washington County Emergency Dispatchers were notified by Meritus Medical Center staff that a male with a gunshot wound to the abdomen was admitted with life threatening injuries. The doctor was able to extract the bullet and the detectives packaged and entered the bullet into the evidence locker. It is believed the shooting took place near the Washington County Library and Award Beauty School. There are witnesses to the incident and Detective Varner has been assigned to the case for further investigation.

02/18/17: Officer Vogel responded to the La Tolteca Mexican Restaurant on Opal Court for a report of credit card fraud. The customer thought it unusual that she only received one copy of the receipt from the waitress. However, the customer signed the receipt and left the restaurant. Later the customer checked her bank balance and noticed the transaction for the restaurant was \$20 more than the receipt. It is believed the waitress gave herself a \$20 tip even though the customer left a cash tip on the table. The victim contacted the restaurant and was reimbursed the \$20. The restaurant manager contacted the Hagerstown Police to report an employee fraud. The waitress was questioned and did admit to the fraud. She then tried to flee from restaurant. She was taken into custody and it was quickly discovered she had an outstanding warrant with Frederick County. Additionally, it was discovered she had drug paraphernalia on her person. She was transported to Central Booking and charged with Fraud and Possession of Drug Paraphernalia.

02/19/17: Officer Bobetich was dispatched to Church Street for a burglary report. The victim stated that someone kicked open her front door while she was away with her family. She checked the apartment and found nothing missing but did find that the cable from her television had been unhooked. It is believed the suspect was going to steal the television. There are no further details at this time.

02/20/17: Officers Decker and Thibadeau responded to South Mulberry Street for reported vandalism. The victim stated that sometime during the night someone had broken the windshield to her Dodge Durango. The officer did notice a medium sized piece of concrete lying in front of the vehicle. There are no suspects at this time.

OTHER NEWS/INFORMATION:

Kudos to Chief Brito: Chief Victor Brito recently implemented around the clock coverage for Hagerstown's City Center. There are two officers on foot patrol, doing business checks, handling calls for service and addressing issues as they arise. Lt. Rebecca Fetchu, Downtown Commander, reports she is receiving positive comments from the downtown business owners as well as the citizens. Thank you to Chief Brito, Supervisors, Officers and all involved in this pro-active downtown coverage.

Congratulations to Officer Bauknecht: Officer Scott Bauknecht has been selected as Officer of the Month for January 2017. Officer Bauknecht has been employed by the City of Hagerstown almost three years and is currently assigned to the Patrol Division.

In January 2017 officers responded to an address for a possible overdose. Additional telephone calls were received shortly thereafter reporting possible shots fired in the same area. When the initial responding officers requested additional officers to respond to assist with the investigation, Officer Bauknecht answered the call. As he arrived on scene, he observed a male with visible injuries attempting to leave the area. Officer Bauknecht made contact with the male in an attempt to identify him and determine why he was in the area. It was quickly learned that the male had been involved in the incident and was the suspect in the shooting which turned out to be a homicide. The male was subsequently taken into custody without incident.

Due to Officer Bauknecht's perceptive observation skills, the suspect was quickly located and safely taken into custody before he was able to leave the scene. Based on this incident, Officer Bauknecht has been selected as the Hagerstown Police Department Officer of the Month for January 2017. The Hagerstown Police Department is proud to have dedicated officers such as Officer Bauknecht as one of its own and congratulates him for a job well done.

PUBLIC WORKS

CHART NO. 1 – GENERAL PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	205	206
	University District Deck	413	412
	Parking Lots	300	298
Number of Patrons Using Decks	A & E Deck	1712	1738
	University District Deck	1711	2135
Sales of Discount Coupons		0	0
Number of Citations Issued	(Includes Warnings)	191	155
Number of Cars Booted		0	2
Number of Late Payment Notifications		28	49
Peak Occupancy (%)	A & E Deck	74% Tue @ 2 PM	97% Sun @ 4 PM
	University District Deck	72% Thu @ Noon	58% Tue @ 2 PM

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

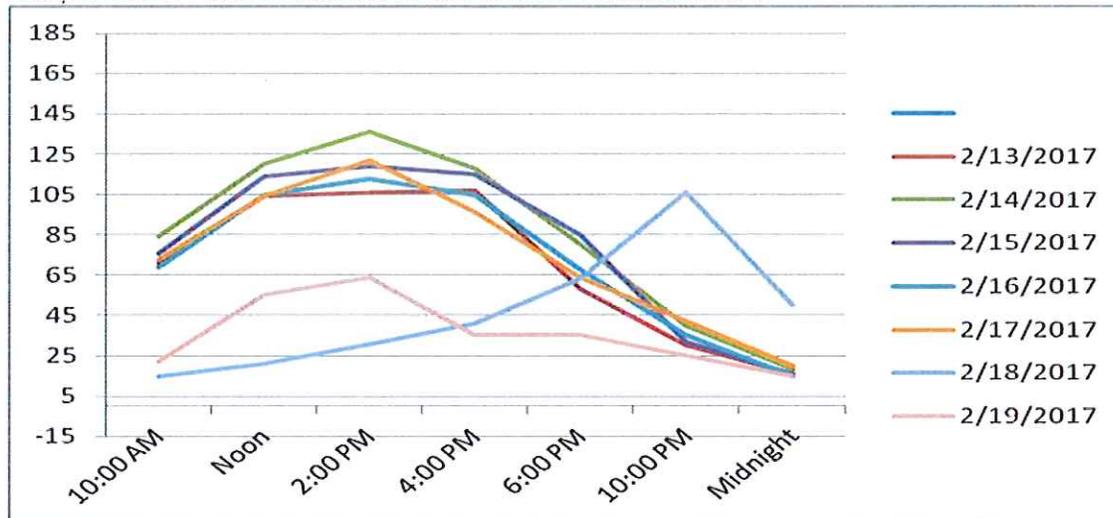
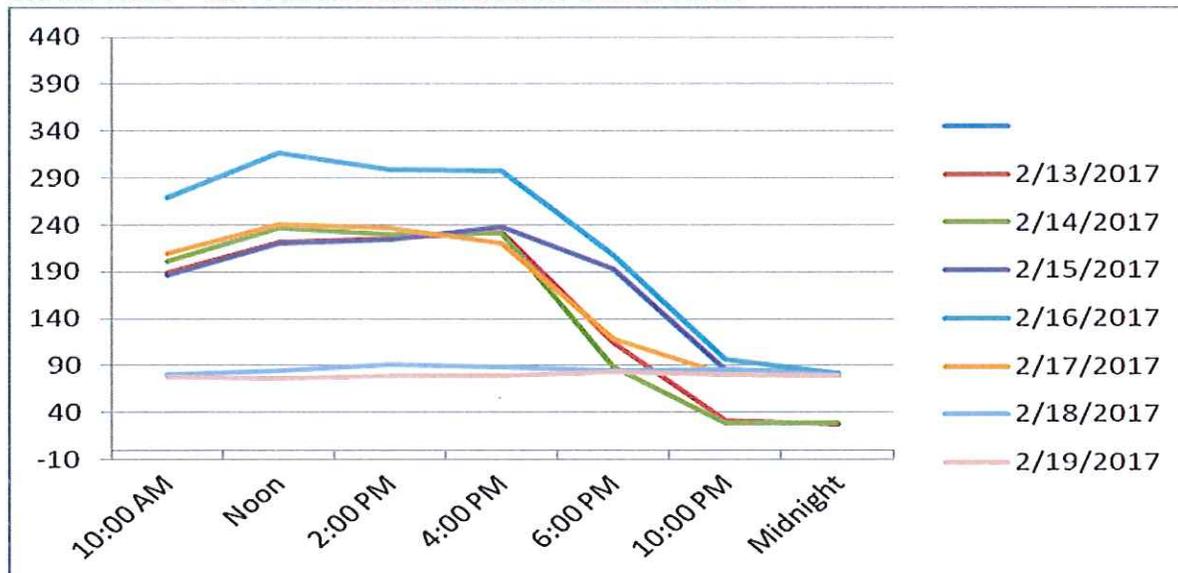


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	3	0
Fire	0	3
Human Resources	0	0
Light	2	3
Parks & Engineering	1	1
Police	6	10
Public Works	4	4
Wastewater	1	1
Water	2	3
Weekly Totals	19	25

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Problem Areas

- Fri. 2/17 - 353 East Franklin Street- lines down; wires found belong to Verizon.
Time Out: 18.2-18.6
- Sat. 2/18 - 1100 Frederick Street- disconnected service for replacement of a switchgear.
Time Out: 6.5-7.7
- 521 Security Road- lines arcing; tree limbs and wires caught fire due to a rotting utility pole. Time Out: 13.1-17.7
- Sun. 2/19 - 1100 Frederick Street- reconnected service following completion of switchgear replacement. Time Out: 12.8-13.5
- 922 Mulberry Street- lines down; fireworks caused triplex service to burn down.
Time Out: 19.8-20.8
- 321 Frederick Street- total outage; mylar balloons caused line and transformer fuses to operate. Time Out: 16.9-17.9

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
13	0	4	0

Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed.
- The Staff Engineer reviewed multiple site plans and building permits and met with project applicants.
- The Staff Engineer specified new 34.5kV surge arresters for HLD's subtransmission system.
- Engineering Staff held the monthly safety meeting. This month covered HLD's Hazardous Material and Spill Plan.
- The Staff Engineer reviewed utility pole attachment requests and began processing of the agreements.

Administration

- Staff met with the electrician and project manager at 504 E 1st Street to review the future electrical requirements for the site.
- The advertisement for Public Service Commission case no. 9505(k) was filed with the Public Utility Law Judge.

WATER DIVISION

Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
02/16/17	11.28		11.28
02/17/17	10.83		10.83
02/18/17	10.38		10.38
02/19/17	11.09		11.09
02/20/17	10.73		10.73
02/21/17	10.81		10.81
02/22/17	10.94		10.94
Average:			10.86

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 facility and routine preventative maintenance.
- Instrumentation
 - RC Willson – Replaced the fluoride control potentiometer.
 - RC Willson – Adjusted the filter high level probes to reflect overflow.
 - RC Willson – Work continues on the installation of a SCADA work station in the chemical building.

Water Production at Breichner/Edgemont Reservoir. The Edgemont Reservoir pool elevation is currently at 0.3 feet (dry level). Site evaluation continues per the contract with Hazen and Triad. The next project progress meeting is scheduled for March 1, 2017 – the preliminary evaluation of the most recent study will be discussed during this meeting with a report to follow to Mayor and Council.

Water Distribution. Distribution crews are working throughout the system performing customer service work and new meter installations as needed. The leak survey program is still in progress. Crews have made repairs to a water main leak on Stone Valley Drive and Woodland Way. Work continues on the main replacement project on East Antietam Street. Crews are cleaning and repairing valve boxes throughout the system.

Laboratory

- Collected weekly TOC on Potomac River.
- Collected weekly THM/TOC samples on the Willson Plant.
- Contacted EMSL Analytical to order remaining supplies for the completion of source water monitoring of the Potomac River.
- Process and regulatory testing was routine for the week.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	3	2
Preliminary Plats	-	-
Final Plats	-	-
Building Permits	7	3

- Staff attended a Pre-construction Conference for the first phase of the Southern Boulevard project.
- Staff met with a consultant to discuss final design details of a water main extension and a institutional expansion project.
- Staff met with a utility contractor regarding a water service conflict involving a sanitary sewer force main construction.
- Staff met with a consultant regarding design details of a water vault replacement.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, February 15, 2017	6.30	0.00
Thursday, February 16, 2017	6.46	0.00
Friday, February 17, 2017	6.28	0.00
Saturday, February 18, 2017	5.99	0.00
Sunday, February 19, 2017	5.75	0.00
Monday, February 20, 2017	6.11	0.00
Tuesday, February 21, 2017	5.95	0.00
Weekly – Avg. Flow / Total Rainfall	6.12	0.00
Feb - Avg. Flow/Total Rainfall	6.23	1.03

Miscellaneous

- Made repairs due to infractions found during Monthly Safety Inspection.
- Replaced exhaust fan, receptacles and wiring in Primary Sampler Building.
- Replaced defoamer transfer pump in ENR Building.
- Installed new conduit from PLC-1 to chemical pump room for new ferric pump addition.
- Fabricated and installed new access hatch on F-4 scum box.
- Routine maintenance (MP2 Program) and Corrective Work orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	5,15	648'	723	10
Flushing	15	5,424'		

Collection System Maintenance Task

- Began Quarterly cleaning of various trouble spots in the collection system.
- Sewer Backup at 1108 Carroll Heights Boulevard, problem on the private side.
- Sewer Backup at 352 South Locust Street and Ray Street, problem on the private side.
- Sewer Backup at 41 Harvard Road, Roto Rooter opened it and did not contact us until done, we CCTV the pipe found a root issue on our side, will schedule repair.
- Sewer Backup at 334 Woodpoint Avenue, clog in mainline, cleaned line and lateral.

- Cleaned Potomac Manor for AR&E.
- Excavated 901 Fairchild Avenue to eliminate leaking and root intrusion on stubbed lateral also repaired break in mainline, cold patched dig site, for overlay.
- Dye tested 1108 South Potomac Street for Engineering.
- 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	3	0	0	0	0	1	4
YTD 2017	12	8	1	0	0	16	37

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

Engineering

- Staff attended a Pre-Construction Conference for the first phase of the Southern Boulevard project.

Laboratory

- Completed walk-through of new pretreatment software.
- Contacted Lachat tech support regarding a potential issue with auto dilutor. Shipped our unit to Hach for repair.
- Prepared reagents for Lachat operation.
- Process and regulatory testing was routine for the week.



Respectfully submitted,

Valerie A. Means
City Administrator