

City of Hagerstown, Maryland Status & Information Report No. 12 for 2017

March 24, 2017

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

MARCH 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 7:30pm Cabin Fever Blues Bash @ Maryland Theatre	4
5	6	7 7am State of the City @ Academy Theater 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	15 4pm Executive Session	16	17	18 10am St. Patrick's Day Run @ City Center
19	20	21 4pm Work Session	22	23 4:30 pm Hagerstown Historic District Commission Meeting	24	25
26	27	28 5pm Executive Session 6pm Work Session 7pm Regular Session	29 7pm Hagerstown Planning Commission Meeting	30	31	

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

Main Street Update:

- Staff attended the Main Street Maryland quarterly meeting in Chestertown this week.
- Staff met with the new Arts & Entertainment director with the Maryland State Arts Council and gave a brief tour of Hagerstown's A&E District.

Engine Room Art Space:

- **All on the Wall** This exhibit will be displayed March 21 – April 8. A closing reception will be held April 8 at 6:00 p.m. For more information visit the gallery Facebook page or <http://www.engineerroomartspace.com/>

FIRE DEPARTMENT

FIRE DEPARTMENT CALLS FOR ASSISTANCE

House Fires	0	Community Risk Reduction	12
Building Fires	0	Public Service	9
Medical Assistance	23	Personal Injury Collision	6
Assist other Fire Departments	6	Fuel/Hazard Spills	0
Automatic Fire Alarms	3	Gas Leaks	4
Vehicle Fires	1	Investigation: Odor, Smoke, Fire	4
Carbon Monoxide Call	1	Dumpster/Outside Fires	1

Rail Safety & Emergency Response Training: Hagerstown Fire Department career personnel and volunteers participated in Rail Safety & Emergency Response Training sponsored by Norfolk Southern Railway, March 21-23, 2017. The training was offer multiple days and times to afford all shifts the opportunity to attend the classes offered. The training consisted of varies topics to include Safety on Railroad Property, Rail Equipment Identification, Locomotive Fires, Flammable Liquid Unit Trains, Incident Response Procedures and Working with Railroad Officials. Norfolk Southern provides emergency preparedness training to first responders as part of a nationwide program that assists communities prepare for and respond to a hazardous materials transportation incident.

INFORMATION TECHNOLOGY & SUPPORT SERVICES

COMMUNICATIONS

This Week's Headlines and Media Releases:

- City of Hagerstown Seeks Input on Community's Future
- E-Casts:
 - o Augustoberfest Sponsorship Package 2017
 - o Augustoberfest 2017 Sponsorship Package General Public
 - o 2017 Hub City 100 Miler Week 10

Channel 25:

- Watch the City Newsroom at the top of every hour. This week's news stories include:
 - o Update City Park Lake Enhancement
 - o State of the City 2016 Year in Review
 - o State of the City 2017
 - o BuroBox promotion
- Scheduled:
 - o 2017 State of the City Presentation at the Academy Theatre:
3:00 pm Monday & Saturday
7:00 pm Sunday
 - o MTA Commuter Connection
5:00 pm Monday – Friday
 - o Divided Valor:
Noon Sunday

- o Valor in the Streets:
7:00 pm Wednesday & Saturday
3:00 pm Sunday
- In Production:
 - o 2017 Western Maryland Blues Fest promo
 - o Hagerstown Cultural Trail promo

Websites:

- **City Website:**
 - o About **10,938** users visited www.hagerstownmd.org for the week of March 13–19, 2017.
 - o Top entrances (first page users accessed on the website)

▪ Home page	6,449
▪ Utility Billing	679
▪ Jobs Page	266
▪ Snow Angel Page	265
▪ Police Page	213
 - o Top Searches:
 - "true"
 - "pay bill"
 - "trash"
 - "jobs"
 - "snow angel"
 - "stella"

PARKS & ENGINEERING

PARKS DIVISION

1. **Golf Course.** Course will open tomorrow, Friday, March 24th. Hours of operation through March 31st are 9am - 5pm. Beginning April 1st, hours are 6:30am - dusk. www.hagerstowngreens.com
2. **In-Line Skating Rink.** We are assisting with the refurbishing of the in-line skating rink at Fairgrounds Park. Work will start on the dasher boards this weekend.
3. **Fit Room.** Upcoming class schedule is attached.
4. **HIAAA Board Meeting.** Rodney attended the HIAAA Board meeting with some of the highlights as follows:
 - Monthly financial report shows they have total assets of \$172,299
 - Rent to the City will be paid starting next month
 - Completely updating their internal computer hardware system (over \$6000 investment) to make the rink more cyber-secure
 - Formed a committee to study building a second sheet of ice
 - Changed bylaws that a quorum is 51% of the members
 - Continue to look for ways to lower utility costs.

ENGINEERING DIVISION

1. **43-53 West Washington Street.** At the request of Community Development, we are preparing a contract to add water and sewer service lines to 43-53 West Washington Street. We expect to advertise this in the first week of April.
2. **Crosswalk.** We are proceeding with design of crosswalk on Prospect Avenue at Forest Drive in anticipation that this project may be included in the upcoming budget.
3. **Bike Grant.** The 2017 Bike Grant drawings are nearly complete and will be sent to State for approval soon. We hope to complete this project of adding bike lanes on eight (8) streets this summer.
4. **Engineering Statistics.**

Traffic issues		
Description	Week of 3/19/17	2017 TOTALS
Traffic complaints received	1	32
Work Orders completed	2	28
Traffic counts completed	2	6
Construction Projects		
Description	Week of 3/19/17	2017 TOTALS
Projects advertised for bids	1	6
Projects under construction	8	0
Projects completed	0	0

PLANNING & CODE ADMINISTRATION

1. **New Zoning Certificates:**
 - 940 Concord Street – HoneyPot Upcycles & Apparel LLC – online shop for sales of handmade clothing and accessories.
2. **Planning Commission:** The Planning Commission will review the following matters on March 29:
 - Public Review Meeting for rezoning of 613 West Washington Street from RMED (Residential-Medium Density) to CL (Commercial Local). The applicant is Olde Towne Development, LLC.
 - 1501 Potomac Avenue – Sears Building – re-approval of site plan, Case No. ZS-2015-06.
 - County Forest Conservation in City Limits.
 - Preliminary Consultation: Dual Highway Crossover.
 - Comprehensive Plan Update – report on March 28 presentation to Mayor and Council.

Weekly Activity Report: March 13–17, 2017

PERMITS							
TYPE	NUMBER OF NEW APPLICATIONS						NUMBER ISSUED
		Residential -	Commercial -	Other -			
Building	10	4	4	2			6
Electric	5	3	2	0			5
Plumbing	21	15	4	2			22
Mechanical	4	4	0	0			4
Engineering Dept.	3						3
TOTAL	43	26	10	4			40

Est. Value of Issued Building Permit Projects:		Fiscal Year Totals:
Residential	\$ 30,637.00	\$ 4,855,475.00
Commercial	\$ 1,359,595.00	\$ 16,269,673.00
Apartment	\$ 0.00	\$ 871,540.00
Sign	\$ 12,800.00	\$ 309,625.00
TOTAL	\$ 1,403,032.00	\$ 22,306,313.00

Projects of Interest

- Interior remodel of select areas of Wal-Mart at 17850 Garland Groh Boulevard - \$1,300,000
- Replace set of wooden exterior utility stairs at 1250 Kenly Avenue - \$45,000

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

	PROPERTIES	UNITS
Registrations received week of Mar 13 – Mar 17	3	4
New applications issued week of Mar 13 – Mar 17	9	9
Total 2016-2017 registered (includes additions and subtractions since 5/1/16)	3,447	9,024
Total still outstanding from May 1 renewal mailing (all have been fined. Court hearings begin in April)	7	8

Notes: The 2016-2017 rental license renewals for 9102 units in 3468 properties were mailed on May 2, 2016.

PAYMENT

Weekly payment received	\$ 225
Weekly adjustment/credits	\$ 100

INSPECTIONS

TYPE	NUMBER CONDUCTED
Building	18
Electrical	37
Plumbing	26
Mechanical	11
Safety	39
Neighborhood Vitality	6
Quality of Life	5
Preventive Maintenance	12
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:	1,606	Field Interviews:	21
Arrests/Warrants Served:	26	Moving Violations:	42
Domestic Violence Calls:	21	Parking Violations:	160
DUI Arrests:	4	Safety Repair Orders:	2
Reports Filed:	155	Warnings:	80

REPORTS:

03/16/17: Officer Daveler responded to Frederick Street for a report of an assault. The victim's father reported that his juvenile son had been assaulted on 3/15/17 but was just made aware of the incident. His son was traveling from the Boys and Girls Club located in Frederick Manor when several other juveniles behind him hit him in the back of the neck. They took his cell phone, eyeglasses and US currency. The officer did observe a large scrape on the side of the juvenile's face. A K-9 track was conducted however due to the time elapsed between the incident and the time reported, the canine could not pick up a track. There are no suspects at this time.

03/17/17: Officer Morris was dispatched to South Burhans Boulevard for a theft report. The victim stated that his electric scooter was stolen from his front porch. The scooter was not secured in any way. There are no suspects or other evidence at this time.

03/18/17: Officer Eichelberger was on patrol check when he was contacted by an employee of CVS Pharmacy on East Wilson Boulevard. The employee stated she located a needle in the bathroom trash can. The officer collected the needle and packaged into evidence. No further details are available.

03/18/17: Officer Salahov responded to North Mulberry Street for an undesirable person. The caller advised that a male outside her residence keeps yelling for her and will not leave. The officer warned the male numerous times to lower his voice and leave the area but he did not comply. When the officer announced to the male that he was under arrest, the male broke away and fled down the street. A foot chase ensued and the male threw his jacket down and kept running toward East Avenue. The male was quickly apprehended and the officer discovered the male had drug paraphernalia in his pants pocket. The officer went back to retrieve the jacket that was dropped and located a baggie which contained a white powder like substance. It appeared to be cocaine however it was packaged and sent to the Western Maryland Crime Lab for analysis. No further details are available.

03/19/17: Officer Haldeman was dispatched to a reported shots fired on Yellow Jacket Road. The victims informed the officer that about 30 minutes prior to the officer arriving, they heard a bang and thought that maybe something in the house had fallen. Further investigation by them revealed a hole in the wall of their third floor bedroom. The officer found the bullet on the floor and it appeared it came from the direction of Hoffman Meats on Cearfoss Pike. Officers Eichelberger and Haldeman conducted a patrol check behind Hoffman's Meat and located shell casings. They located a male who advised he was target shooting in the area. The Maryland Department of Natural Resource will conduct the investigation.

PRESS RELEASES:

On March 18th at approximately 1:53 a.m. officers with the Hagerstown Police Department responded to the Sheetz Convenience Store located at 191 Eastern Boulevard for a report of a robbery. When the officers arrived on scene, the suspect had already fled the area with an undisclosed amount of US currency. A canvas of the area was done along with the use of a K-9, but the suspect was not located. While on scene, officers learned that a thin white male approximately 5'10" in height passed a note to the cashier demanding US currency. The male is described as possible being in his 30's or 40's with a salt and pepper beard. The male was wearing blue jeans, a black and white striped jacket and a red hat with a green piece of cloth covering the hat.

There were no injuries during the robbery and detectives are asking for the public's help in identifying the suspect. Anyone with information on the suspect is asked to contact the Hagerstown Police Department Investigations Division at 301-790-3700, Ext 234.

PUBLIC WORKS

CHART NO. 1 – GENERAL PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	220	220
	University District Deck	418	410
	Parking Lots	308	307
Number of Patrons Using Decks	A & E Deck	1969	1925
	University District Deck	1908	1696
Sales of Discount Coupons		0	0
Number of Citations Issued	(Includes Warnings)	70	196
Number of Cars Booted		0	2
Late Payment Notifications		31	49
Peak Occupancy (%)	A & E Deck	*100% Sun @ 4 PM	64% Fri @ 2 PM
	University District Deck	69% Mon @ 4PM Thu @ 2 PM	70% Tue @ 2 PM

*MSO at MD Theater

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

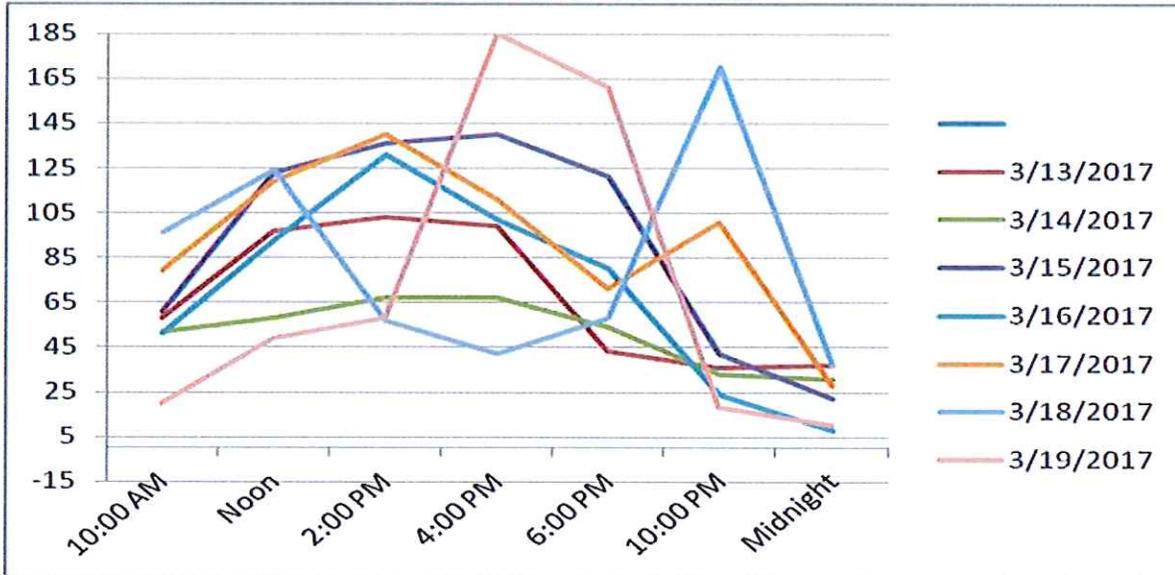
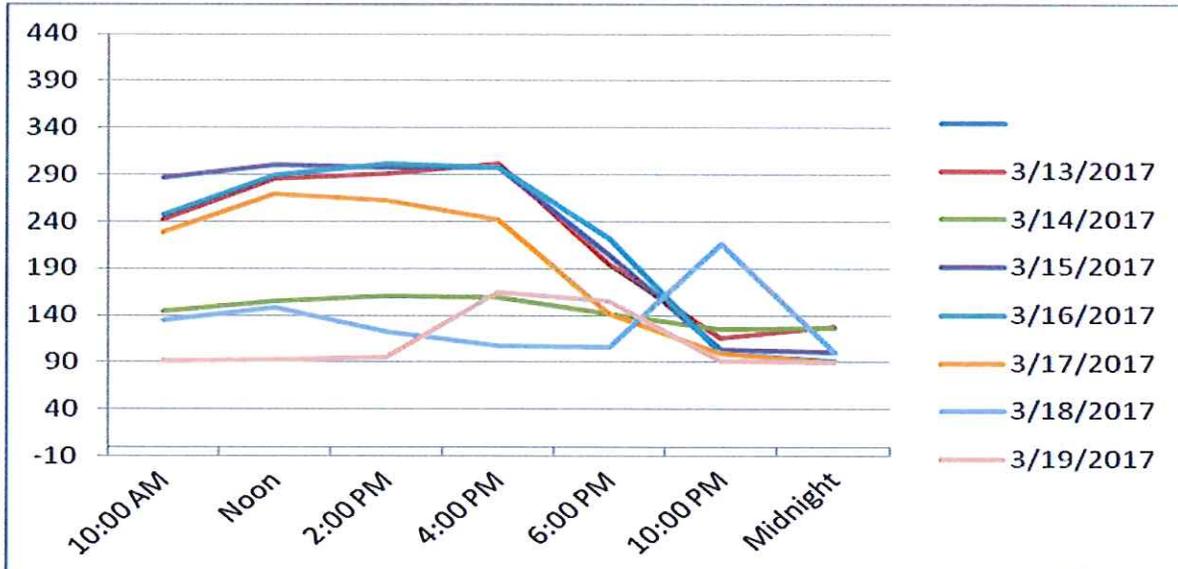


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	1
Fire	2	3
Human Resources	0	0
Light	1	3
Parks & Engineering	2	0
Police	12	6
Public Works	4	7
Wastewater	2	1
Water	3	6
Weekly Totals	26	27

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Problem Areas

- Thur. 3/16 - 339 West Antietam Street- partial outage; squirrel caused transformer fuse to operate. Time Out: 16.0-16.5
- 111 Randolph Avenue- total outage; the customer's main breaker had tripped. Time Out: 18.0-19.0
- Sat. 3/18 - 128 South Prospect Street- total outage; squirrel caused a transformer fuse to operate. Time Out: 15.5-16.5
- 421 Clarendon Avenue- partial outage; the customers main breaker was bad and was advised to contact an electrician for needed repairs. Time Out: 23.5-1.0
- Sun. 3/19 - Area of, Chartridge Drive and East Magnolia- Miss Utility locate; emergency locate for Hagerstown Water Department to make repairs. Time Out: 12.0-13.0
- 35 West Baltimore Street- pole damaged; vehicle struck utility pole in accident however no damage was found to HLD facilities. Time Out: 16.5-17.5

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
14	0	1	0

Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- Engineering staff prepared information for HLD's Monthly Safety Meeting.
- The Staff Engineer reviewed OSHA guidelines for Minimum Approach Distance requirements for HLD line crew employees and Arc Flash energy values on HLD's electric system.
- The Staff Engineer continued review of multiple plans and inquiries affecting HLD facilities.

Administration

- The hearing for Public Service Commission Case 9505(k) was held this week in Baltimore. This is an annual hearing that reviews the reasonableness of any alterations to the monthly fuel and purchase power adjustment calculation due to an over/under collection of funds from the previous year.

WATER DIVISION

Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
03/16/17	10.82		10.82
03/17/17	10.61		10.61
03/18/17	10.57		10.57
03/19/17	10.82		10.82
03/20/17	10.82		10.82
03/21/17	10.66		10.66
03/22/17	10.81		10.81
<i>Average:</i>			<i>10.73</i>

Water Production at R. C. Willson

- Operations:
 - Operations were routine this week – staff worked on facility maintenance and routine preventative maintenance.
- Maintenance
 - Repairs are being made to the air relief valve on the water wash piping.
- Instrumentation
 - RC Willson – Work continues on the installation of a SCADA work station in the chemical building.
 - RC Willson – Repairs were completed on the fire panel.

Water Production at Breichner/Edgemont Reservoir. The Edgemont Reservoir pool elevation is currently at 4.6 feet (dry level). Site evaluation continues per the contract with Hazen and Triad. The project preliminary report has been received by Hazen and Sawyer and was presented to the Mayor and City Council on March 21, 2017. Hazen will complete the final report in May 2017 and once approved by Maryland Department of the Environment, design for the needed repairs will begin.

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. Repairs were made to a water main leak at Tamarack Drive, South Potomac Street and Magnolia Avenue. Work continues on the main replacement project on East Antietam Street.

Laboratory

- Collected weekly TOC on Potomac River.
- Collected weekly THM/TOC samples on the Willson Plant.
- Reported results of iron testing from Northern Middle. Iron was non-detectable at point-of-entry, as well as the customer side of the meter.
- 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	1	2
Preliminary Plats	-	-
Final Plats	-	-
Building Permits	12	-

- Staff met with Water Division staff to discuss water service alternatives for an existing apartment complex.
- Staff met with the Assistant City Engineer regarding a commercial redevelopment project.

- The preliminary design of the water system extension for the Professional Boulevard project is 80 % complete.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, March 15, 2017	6.24	0.00
Thursday, March 16, 2017	0.00	0.00
Friday, March 17, 2017	6.70	0.00
Saturday, March 18, 2017	6.81	0.00
Sunday, March 19, 2017	7.23	0.00
Monday, March 20, 2017	7.06	0.00
Tuesday, March 21, 2017	6.90	0.00
Weekly – Avg. Flow / Total Rainfall	6.82	0.00
Mar - Avg. Flow/Total Rainfall	6.29	1.16

Miscellaneous

- Installed new wiring and lights on O2 Building.
- Installed new backplane in PLC #1 for new fiber repeater.
- Installed new Chart recorder per MDE requirements.
- Set up temporary pumps, pipe and equipment needed to bypass effluent.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	4, 21	450'	3	46'
Flushing	Trouble Spots			

Collection System Maintenance Task

- Completed flushing quarterly trouble spots.
- Grinder Pump Call at 11028 Parkwood Drive, power was turned off, flooded tank, replaced both pumps.
- Sewer back up at 12804 Oak Hill Ave, flushed main, removed blockage, CCTV'd line to assure no issues since it has been recently lined, everything is clear.
- Removed brick paver pieces from lateral at 104 West Wilson Boulevard and from reach 21055-21070 using Units 527 and 518.
- Located and opened missing manhole on 24" run between reach 17001-22064 for lining access.
- Assisted Public Works with snow removal and cleared all pump stations, Frederick Street, and around the Barn.
- Routine pump shop work.
- Completed routine maintenance, on units 527 and 518.

- Took Unit 28 to Maryland Industrial Truck for installation of Hydro-Excavator.

Administration

Wastewater Division – Customer Call Log Summary 2017							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	0	1	0	0	0	0	1
YTD 2017	20	11	3	1	0	22	57

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

Engineering

- Preliminary design for the Professional Boulevard sewer extension is 80 % complete.

Laboratory

- Collected Industrial Pretreatment sample from Volvo.
- Prepared reagents for Lachat operation.
- Process and regulatory testing was routine for the week.



Respectfully submitted,

 Valerie A. Means
 City Administrator

Fit Room at Fairgrounds Park at Fairgrounds Park

Weekly Calendar For March 27, 2017

	Monday Mar 27, 2017	Tuesday Mar 28, 2017	Wednesday Mar 29, 2017	Thursday Mar 30, 2017	Friday Mar 31, 2017	Saturday Apr 1, 2017	Sunday Apr 2, 2017
05:00 AM							
05:30 AM							
06:00 AM							
06:30 AM							
07:00 AM							
07:30 AM							
08:00 AM						Work Your Core! #5738	
08:30 AM						Tone Your Asana #5737	
09:00 AM	Tai Chi for Balance & Movement (March -April) #5561						
09:30 AM						Tai Chi for Balance & Movement (March -April) #5561	
10:00 AM							
10:30 AM							
11:00 AM							
11:30 AM							
12:00 PM						PIYo #5565	
12:30 PM							
01:00 PM							
01:30 PM							
02:00 PM							
02:30 PM							
03:00 PM							
03:30 PM							
04:00 PM							
04:30 PM				Gentle Yoga #5659			
05:00 PM							
05:30 PM	Yoga For Weight Loss - new student #5694	Restorative Yoga #5729	Yoga For Weight Loss - new student #5694				
06:00 PM							
06:30 PM							