

CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 14 FOR 2017



April 7, 2017

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

APRIL 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 3pm Executive Session 4pm Work Session	5 4pm Hagerstown Planning Commission Meeting	6	7 9-11am Budget Work Session	8
9	10	11 3pm Executive Session 4pm Work Session	12	13 4pm Board of Traffic & Parking 4:30 pm Hagerstown Historic District Commission Meeting	14 HOLIDAY CITY OFFICES CLOSED	15
16	17	18 10am Earth Day @ University Plaza 4pm Work Session	19 7pm Board of Zoning Appeals Meeting	20	21	22
23	24	25 7pm Regular Session	26 7pm Hagerstown Planning Commission Meeting	27 4:30 pm Hagerstown Historic District Commission Meeting	28 11 am Arbor Day @ Kiwanis Park	29
30						

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

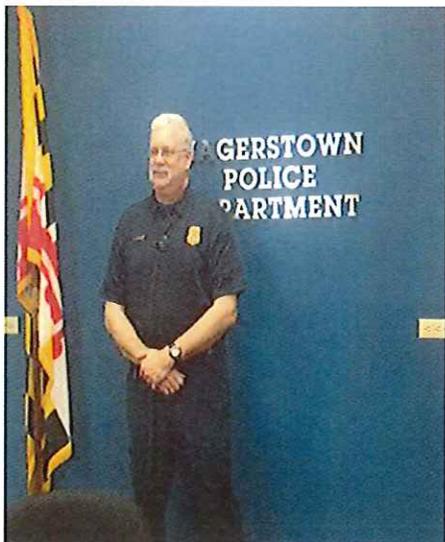
1. **Main Street Update**
 - Staff are preparing for April's Second Saturday event at the Washington County Playhouse. 25 tickets to the children's play were purchased and offered to the community 24 tickets have been reserved. Additional businesses are offering promotions and specials throughout the day.

- Main Street Hagerstown's monthly meeting with the Organization, Design, Clean Safe and Green, and Promotion work groups was held this week. The group continued to plan for May and June Second Saturday events and a volunteer recruitment and appreciation event. May Second Saturday will be an art and lunch event for mothers and their children at Schindel-Rohrer Ballroom. June Second Saturday will be a downtown cleanup. Some members of the group also walked with Officer Gerry Kendle who is a certified instructor in Crime Prevention through Environmental Design.
2. **Neighborhoods 1st:** Staff coordinated the Spring Neighborhoods 1st Gathering which was held on Wednesday, April 5 at the Washington County Museum of Fine Arts. Approximately 80 attended the annual event including members of the City Council, City staff and leadership members of the Neighborhoods 1st groups. This event is an opportunity to celebrate the accomplishments of the volunteer groups and to thank them for their efforts.
 3. **Events:** Staff coordinated a meeting with the City logistics team and representatives from Rock the Run 5K; Summer Slide and North/South 5K. Staff also attended the Blues Fest Main Committee meeting, Blues Marketing subcommittee meeting and the review of the Blues Fest Children's Artwork submissions.

FIRE DEPARTMENT

FIRE DEPARTMENT CALLS FOR ASSISTANCE			
House Fires	0	Community Risk Reduction	21
Building Fires	0	Public Service	2
Medical Assistance	19	Personal Injury Collision	11
Assist other Fire Departments	12	Fuel/Hazard Spills	1
Automatic Fire Alarms	3	Gas Leaks	1
Carbon monoxide incidents	1	Investigation: Odor, Smoke, Fire	5
Elevator Service Call	0	Dumpster/Outside Fires	4

Deputy Fire Marshal Honored: Deputy Fire Marshal John Crist was honored Wednesday, April 5, 2017 by the Victim Witness Unit of the States Attorney's Office. Deputy Fire Marshal Crist worked with Hagerstown Police officers to assure young victims in imminent danger due to a fire were cared for and represented.



INFORMATION TECHNOLOGY & SUPPORT SERVICES

COMMUNICATIONS

This Week's Headlines and Media Releases:

- Hager House Hosts Community Egg Hunt, German Easter Tours
- Hagerstown Welcomes New Children's Development Center
- E-Casts:
 - o 2017 Spring Recreation Programs Fit For You!
 - o 2017 Hub City 100 Miler Week 12

Channel 25:

- Watch the City Newsroom at the top of every hour. This week's news stories include:
 - o Neighborhoods 1st 2016 Highlight
 - o Hagerstown Cultural Trail Promo
 - 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 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

Websites:

- **City Website:**
 - o About 7,681 users visited www.hagerstownmd.org for the week of March 27–April 2, 2017.
 - o Top entrances (first page users accessed on the website)
 - Home page 3,200
 - Utility Billing 626
 - Jobs Page 269
 - Jonathan Hager House 239
 - Police Page 233

- Top Searches:
 - "true"
 - "jobs"
 - "pay bill"
 - "noise ordinance"
 - "yoga"
 - "grants"

PARKS & ENGINEERING

PARKS DIVISION

1. **Municipal Stadium.** We completed opening maintenance and repairs in time for the Hagerstown Suns' season opening on April 6th.
2. **Hager House.** The Jonathan Hager House & Museum opens for the season on Friday, April 7th. Hours of operation are Fridays & Saturdays, 10 a.m. - 4 p.m., April – October. Tours on the hour, no appointment necessary and private tours are available by appointment, Sunday - Thursday. Admission rates were increased this season. The Easter Egg Hunt on April 9th has sold out.
3. **Railroad Museum & Engine 202.** Hagerstown Railroad Museum and Steam Engine #202 open for the season on Friday, April 7th. Hours of operation are Fridays & Saturdays, 10 a.m. - 4 p.m., April – October. Tours on the hour, no appointment necessary and private tours are available by appointment, Sunday - Thursday. Admission rates were increased this season.
4. **Healthy Eating Strategies for Busy Families.** Eating healthy can be hard amidst busy schedules and tight budgets! This three-part series will teach you the tricks you need to plan, shop for, and prepare healthy meals your whole family will love, without spending forever in the kitchen! Tuesday 7–8 p.m. at the Fit Room at Fairgrounds Park.

ENGINEERING DIVISION

1. **Design continues on:**
 - Alley reconstruction – Phase 2
 - Safe Routes to School – Haven Road
 - Sewer & Water service to 53 West Washington Street
 - Prospect Avenue crosswalk
 - Mulberry Avenue crosswalk
2. **Handicap Sidewalk Ramps Contract.** Construction has started on an estimated 40 handicap ramps. Odd Job Construction will be rebuilding the ramps to bring them into ADA compliance before the 2017 Pavement Preservation project begins.
3. **Police Office Modifications Contract.** HPD plans to add interrogation rooms and a CID office on the 2nd floor and construct a new hallway door on the 1st floor. We held the Pre-bid meeting and sent out Addendum 1 with meeting minutes to respond to questions. The bid opening is April 12th.

4. **Engineering Statistics.**

Traffic issues		
Description	Week of 4/3/17	2017 TOTALS
Traffic complaints received	2	36
Work Orders completed	0	30
Traffic counts completed	2	10
Construction Projects		
Description	Week of 4/3/17	2017 TOTALS
Projects advertised for bids	1	6
Projects under construction	8	
Projects completed	0	0

PLANNING & CODE ADMINISTRATION

1. Zoning Certificates Issued:
 - 22 North Mulberry Street, #316 – Wanna Betta Stylist – hair braiding and natural styling.
 - 24 Willard Street – Frost Enterprises, LLC – home office for online firearms business.
2. New Development Cases:
 - 66-70 E Franklin Street – Hagerstown Franklin 66-70 East Trust – minor site plan for patio.
3. Planning Commission: The Planning Commission reviewed the following matters on April 5:
 - 613 West Washington Street – Old Towne Development, LLC – recommended approval of the rezoning request from RMED (Residential-Medium Density) to CL (Commercial Local) based on a mistake in the existing zoning.
 - 367 East Franklin Street – 339 Antietam Street LLC – approved the final plat.
 - Comprehensive Plan Update – staff discussed preliminary results from the surveys on the various elements of the plan.
4. Historic District Commission: The Historic District Commission will review the following applications on April 13:
 - 7 East Washington Street – AT&T – Communications Equipment.
 - 146-148 North Potomac Street – Bob Jones – Replacing Rear Decks.
 - 25 South Potomac Street – The Maryland Theatre Association, Inc. – public meeting on demolition of former McBare’s Pub building.
 - 814 Potomac Avenue – Kenneth Hubbard – New Roof and Gutters.
 - 203 South Prospect Street – Alex Linke – Replacement Windows.
 - Preservation Week – 2016 Award Nominations.

5. Weekly Activity Report: March 27–31, 2017

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	13	Residential -	9	Commercial -	3	Other -	1	10
Electric	18	Residential -	12	Commercial -	6	Other -	0	17
Plumbing	7	Residential -	4	Commercial -	2	Other -	1	7
Mechanical	4	Residential -	2	Commercial -	2	Other -	0	4
Engineering Dept.	14							22
TOTAL	56		27		13		2	60
Est. Value of Issued Building Permit Projects:					Fiscal Year Totals:			
Residential				\$ 250,973.00				\$ 5,197,198.00
Commercial				\$ 23,783.00				\$ 16,897,456.00
Apartment				\$ 21,000.00				\$ 908,620.00
Sign				\$ 0.00				\$ 309,625.00
TOTAL				\$ 295,756.00				\$ 23,312,899.00
Projects of Interest								
New single family dwelling on full basement with attached garage at 345 Hollymead Terrace - \$200,000								
RENTAL LICENSING PROGRAM YEAR: JULY 1, 2016 – JUNE 30, 2017								
					PROPERTIES		UNITS	
Registrations received week of Mar 27 – Mar 31					9		9	
New applications issued week of Mar 27 – Mar 31					17		17	
Total 2016-2017 registered (includes additions and subtractions since 5/1/16)					3,461		9,039	
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 9,102 units in 3,468 properties were mailed on May 2, 2016.								
PAYMENT								
Weekly payment received		\$ 675						
Weekly adjustment/credits		\$ 75						
INSPECTIONS								
TYPE	NUMBER CONDUCTED							
Building	45							
Electrical	34							
Plumbing	29							
Mechanical	12							
Safety	35							
Neighborhood Vitality	48							
Quality of Life	4							
Preventive Maintenance	33							
Planning & Zoning	3							
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:	1,643	Field Interviews:	36
Arrests/Warrants Served:	17	Moving Violations:	28
Domestic Violence Calls:	22	Parking Violations:	212
DUI Arrests:	2	Safety Repair Orders:	9
Reports Filed:	152	Warnings:	39

REPORTS:

03/30/17: Officer Deavers responded to Marshall Street for a female that had been assaulted by a juvenile who was in a group of approximately 15 juveniles. The group of juveniles were walking in the street in a non-designated cross walk and holding up traffic. When a car approached this group and could not pass by, the adult driver exited her vehicle and asked the juveniles to walk on the sidewalk. One juvenile began cursing the driver and then chest bumped the adult. There were witnesses to the assault and the juvenile was charged with Assault 2nd Degree, Disorderly Conduct and Hindering Free Passage. This incident was forwarded to Juvenile Services.

03/31/17: Officer Decker was dispatched to Quality Inn and Suites at 920 Dual Highway for a reported armed robbery. The hotel clerk advised that the suspect entered the front door with a gun in his hand and approached the desk demanding money. The clerk gave the money to the suspect and the suspect fled the area towards a wooded area on the north east side of the parking lot. Officer Bartles and his K-9 partner conducted a track but ended at Manor Drive. Detective Brashears is handling the investigation.

04/02/17: Officer Morris responded to West Memorial Boulevard for a report of shots fired. The caller advised she thought shots were fired at a car's windshield. The driver of that vehicle stated it was not shots fired but rather someone threw rocks from a railroad underpass. The officer saw two large circular cracks in the vehicle's windshield. There were two witnesses that stated they know who threw the rocks. Officers searched the area and found several juveniles matching the description given by the witnesses. The juveniles were charged and transported to their respective residences and each released to their parent.

04/03/17: Officer Moczydlowsky was dispatched to North Prospect Street for a reported vehicle theft. The victim stated she parked her 2004 Hyundai Sonata in front of her house at 9 p.m. When she awoke the next morning her car was gone. She was unsure if she secured the vehicle for the night. There are no suspects at this time.

PRESS RELEASE:

On March 18, 2017 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 the suspect had already fled the scene.

UPDATE: On March 24, 2017 Detectives located and arrested David Brian Smith for the robbery at Sheetz on March 18, 2017. Smith was taken into custody and transported to Central Booking for processing. The Hagerstown Police Department thanks the public for the information that led to Smith's arrest. Smith is being charged with Robbery, Theft less \$1,000 and Assault 2nd Degree.

OTHER NEWS/INFORMATION:

Congratulations to Officers Bauknecht, Blackmire and Goggin. The following is a letter to Chief Brito and Captain Kifer from Charles P. Strong, Jr, State's Attorney for Washington County, Maryland.

*In recognition of National Victim Rights Week, April 2-8, 2017, the Victim/Witness Unit of the Office of the State's Attorney for Washington County salutes Officers **Scott Bauknecht, Amber Blackmire and Brian Goggin** for responding and assisting DFM John Crist on the matter of Cierra White. They all worked diligently in a moment where lives were in great danger due to the fire ignited by this individual. Officer Blackmire was noted as "taking the lead in providing for the six juveniles that were in the house." She was also seen playing with the juveniles at a nearby playground, keeping their minds off the tragedy that was taking place. All of these officers worked collaboratively with DFM Crist to "assure that the young victims were cared for and represented...a true team effort."*

These officers were honored on Wednesday, April 5, 2017 at the Hagerstown Police Department. The Office of the State's Attorney is sincerely grateful for the continued dedicated efforts that all police officers make on behalf of victims of violent crime and acknowledge the importance of continuing these efforts.

PUBLIC WORKS

CHART NO. 1 – GENERAL PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	229	222
	University District Deck	424	418
	Parking Lots	316	310
Number of Patrons Using Decks	A & E Deck	1982	1997
	University District Deck	2061	1714
Sales of Discount Coupons		0	100
Number of Citations Issued	(Includes Warnings)	185	186
Number of Cars Booted		0	0
Late Payment Notifications			40
Peak Occupancy (%)	A & E Deck	75% Fri @ 2 PM	*99% Fri @ 10 PM
	University District Deck	75% Tue @ 2 PM	67% Wed @ 2 PM

*Event at MD Theater

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

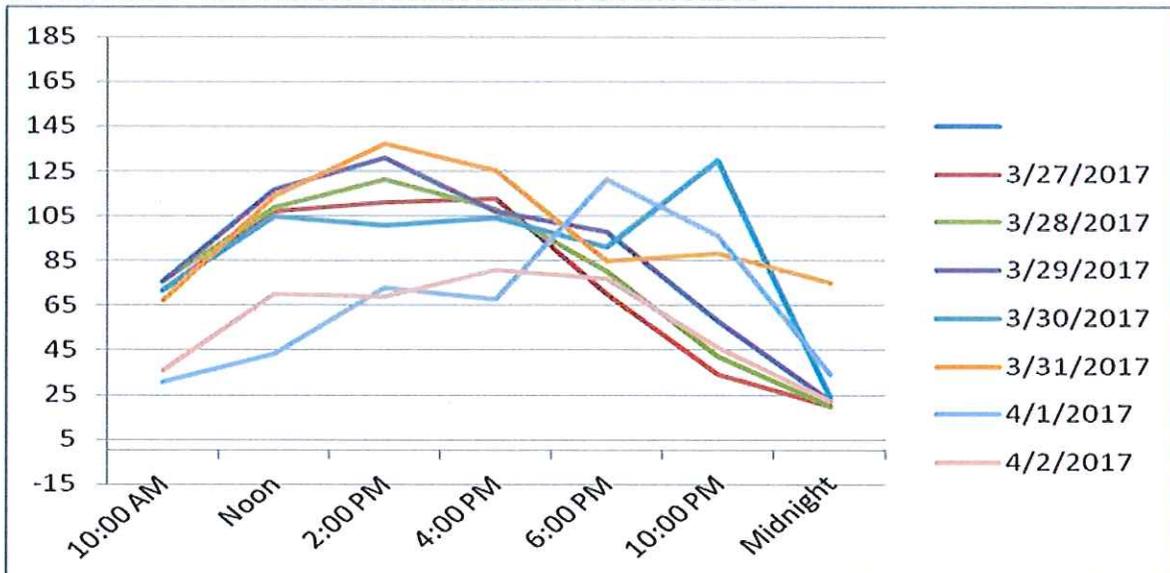
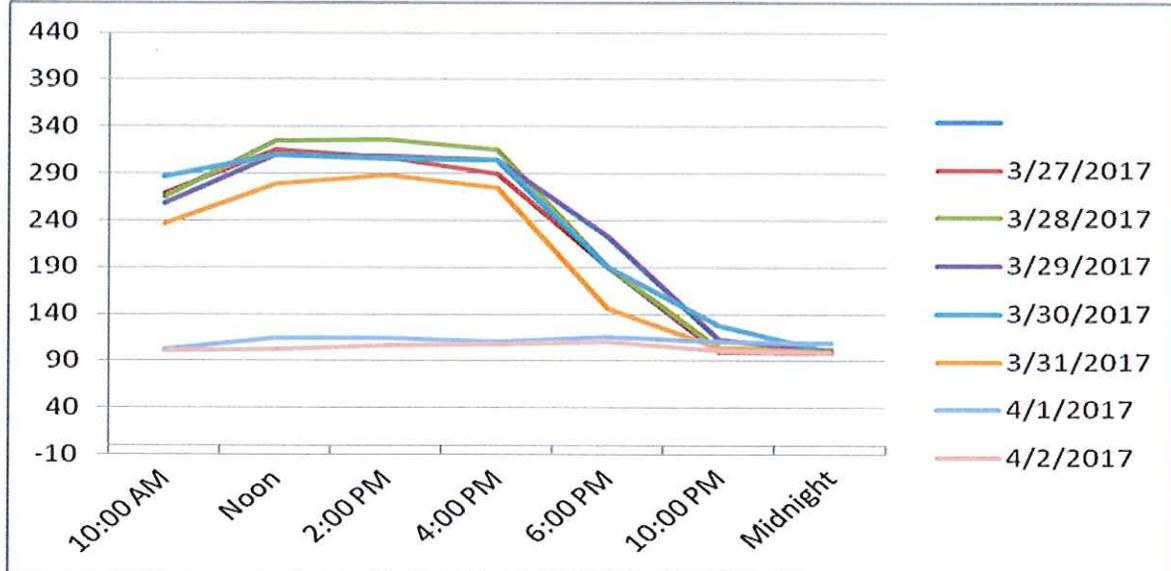


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	0
Fire	0	3
Human Resources	0	0
Light	0	2
Parks & Engineering	1	1
Police	13	11
Public Works	4	3
Wastewater	2	2
Water	4	5
Weekly Totals	24	27

¹AFTER-HOURS CALL OUT DATA

	Issues for March 2017	March	February
Street Issue		1	
Parking System		1	
Traffic Signal	3 signals on flash, 1 signal dead	4	1
Traffic Signs			
Building Maintenance	Kitchen fire, garage door, electrical	3	
Fleet Maintenance			
Weather Related	Icy intersection	1	
Property Issues			
Misc.			
Total		10	1

¹After-hours call out data includes contact with Public Works typically by Washington County Emergency Management. The issues can vary from debris in the street (tree or tree limbs, glass, etc.), traffic signal operations (signal goes into flash operation), traffic signs (call outs are usually only for STOP or YIELD signs), parking system issues (gates at either deck malfunction, equipment malfunctions, etc) to fleet maintenance issues. The call outs reported here involve a supervisor being contacted about an issue after normal working hours. Field personnel may or may not be contacted depending upon the issue.

STREET SWEEPING DATA

Month 2017	Number of Miles of Streets Swept
January	941
February	769
March	671

BULK TRASH COLLECTIONS

Month 2017	Number of Collections
January	14
February	16
March	34

PROPERTY ABATEMENT COMPLETED

Month 2017	Number of Property Abatements
January	3
February	9
March	2

UTILITIES DEPARTMENT**ELECTRIC DIVISION****Problem Areas**

- Fri. 3/31 - 405 East Irvin Avenue- total outage; customer's panel box had failed. The customer was advised to contact an electrician for needed repairs. The service was disconnected until repairs were completed. Time Out: 22.0-22.5
- Sat. 4/1 - 570 Northern Avenue- pole damaged; vehicle struck street light pole in accident. Street light removed temporarily until replacement was completed the following business day. Time Out: 1.7-3.4
- 701 Frederick Street- partial outage; squirrel caused a line and transformer fuse to operate. Time Out: 9.3-10.3
- 246 Summit Avenue- squirrel caused two transformer fuses to operate. Time Out: 11.0-12.5
- Sun. 4/2 - 423 Belview Avenue- bird caused transformer fuse to operate. Time Out: 13.0-13.7

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
13	0	3	0

Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- HLD and IT Staff upgraded HLD's MILSOFT utility mapping and engineering analysis software.
- Engineering staff performed oil sampling of an HLD substation power transformer. A dissolved gas analysis will be performed on the oil which will determine the health of the transformer.
- The Staff Engineer drafted a pole attachment agreement for the extension of a local communication company's facilities on our utility poles.

- The Staff Engineer performed a load study on an HLD secondary system to determine if an upgrade is necessary due to a proposed residential load increase.

WATER DIVISION

Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
03/30/17	10.65		10.65
03/31/17	10.29		10.29
04/01/17	10.30		10.30
04/02/17	10.60		10.60
04/03/17	10.54		10.54
04/04/17	10.64		10.64
04/05/17	10.80		10.80
<i>Average:</i>			<i>10.54</i>

Water Production at R. C. Willson

- Operations:
 - Operations were routine this week – staff worked on facility maintenance and routine preventative maintenance.
- Maintenance
 - Maintenance was routine this week – staff worked on facility maintenance and routine preventative maintenance.
- Instrumentation
 - RC Willson – Work continues on the installation of a SCADA work station in the chemical building.
 - RC Willson – Repaired the ventilation system in the compressor room.
 - RC Willson – Installed new turbidimeters North & South of filters.
 - Pump Station – Repaired the generator at Station #6.

Water Production at Breichner/Edgemont Reservoir. The Edgemont Reservoir pool elevation is currently at 13.0 feet (dry level) because of the recent wet weather. 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. 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 on Mosby Drive and Sun Valley Drive. 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.
- Collected source water sample from Potomac River in compliance with LT2.
- Collected bacteria sample from new main near Wal-Mart. All samples passed.
- Completed monthly bacteriological reports.
- Completed 1st quarter disinfectant residual system average.
- Prepared 2016 Consumer Confidence Report.
- Attended Water Sample Certification.
- Process and regulatory testing was routine for the week.

Engineering

Reviews:	City	County
Site Plans	-	3
Preliminary Plats	-	-
Final Plats	1	-
Building Permits	18	2

- Staff attended a PICCR committee meeting at City Hall.
- Staff met with a building contractor to expedite the water service approval process for a lot.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, March 29, 2017	6.82	0.00
Thursday, March 30, 2017	7.08	0.00
Friday, March 31, 2017	8.10	0.81
Saturday, April 1, 2017	7.40	0.04
Sunday, April 2, 2017	6.84	0.00
Monday, April 3, 2017	6.99	0.02
Tuesday, April 4, 2017	7.04	0.07
Weekly – Avg. Flow / Total Rainfall	7.18	0.94
Mar - Avg. Flow/Total Rainfall	6.47	1.62
Apr - Avg. Flow/Total Rainfall	7.07	0.13

Miscellaneous

- Replaced Burkert solenoid valves on bar screen pressure wash.
- Repaired leaking roof on Ops building.
- Installed new conduit and pulled wire from chemical pump room to PLC-1.
- Unclogged Digester Feed Pumps.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

Wastewater Collection**SSES Weekly Progress**

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	6,18	758'	16'	2
Flushing	16	12,080'		

Collection System Maintenance Task

- Sewer Back-up at 526 North Mulberry Street, problem on the private side.
- Grinder Pump call for 11028 Plumwood Circle, pump and latch arm were bad, replaced both.
- General pump shop work.
- Cut in access road for lining contractor at Storm Drain outlet along Walnut Street.
- Dropped Enzyme bags at various trouble spots and lift stations to control FOG.

- Pump Station 1; replaced 3 pump control floats.
- Pump Station 8; began final grading and landscaping. Surveyed elevations for new blacktop at entrance.
- Replaced Manhole covers on 16022 and 16028.
- Fueled all emergency generators.

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	1	2
YTD 2017	21	13	3	1	0	24	62

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

Engineering

- Staff attended a PICCR committee meeting at City Hall.
- Staff attended a Pre-bid Meeting for the Wastewater Treatment Plant main electric switchboard replacement.
- The Collection System Infiltration/Inflow Rehabilitation Phase 1A contract has been expanded with: 60 % of CCTV complete and 95% of main lining complete.

Laboratory

- Collected quarterly metals.
- Prepared reagents for Lachat operation.
- Process and regulatory testing was routine for the week.



Respectfully submitted,

Valerie A. Means
City Administrator