

CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 15 FOR 2017



April 13, 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 3pm Work Session	19 7pm Board of Zoning Appeals Meeting	20	21	22
23	24	25 4pm Executive Session 5pm Work Session 6pm Joint Meeting County Commissioners 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

New Business: Jerry's Subs and Sports Bar held a VIP soft-opening on Monday, April 10 at 5:00 p.m. hosted by owner Mr. Vishal Mehta. Jerry's will be doing a formal ribbon cutting with the City at a later date. The DCED team is very pleased to welcome this new business downtown!

Farmers Market Update: The City finalized an agreement with Valley Co-op to utilize space at the Farmers Market. They will open the week of April 17th for orders.

FIRE DEPARTMENT

FIRE DEPARTMENT CALLS FOR ASSISTANCE

House Fires	2	Community Risk Reduction	9
Building Fires	1	Public Service	3
Medical Assistance	23	Personal Injury Collision	8
Assist other Fire Departments	9	Fuel/Hazard Spills	3
Automatic Fire Alarms	3	Gas Leaks	2
Vehicle Fires	2	Investigation: Odor, Smoke, Fire	2
Power lines down	1	Dumpster/Outside Fires	4

INFORMATION TECHNOLOGY & SUPPORT SERVICES

COMMUNICATIONS

This Week's Headlines and Media Releases:

- Maryland Theatre to Present Expansion Plans to Historic District Commission
- E-Casts:
 - o City of Hagerstown Seeks Your Input on the Community's Future
 - o 2017 Hub City 100 Miler Week 13
 - o 2017 Hub City 100 Miler Week 14

Channel 25:

- Watch the City Newsroom at the top of every hour. This week's news stories include:
 - o Bird Watching in City Parks
 - o Neighborhoods 1st 2016 Highlight
 - o Hagerstown Cultural Trail Artist Promotion
 - o Update City Park Lake Enhancement
 - o BuroBox promotion
- Scheduled:
 - 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 Artists

Websites:

- **City Website:**
 - o About **8,061** users visited www.hagerstownmd.org for the week of April 3, 2017 – April 9, 2017.
 - o Top entrances (first page users accessed on the website)
 - Home page 3,325
 - Utility Billing 623
 - Jonathan Hager House 257
 - Jobs Page 242
 - Police Page 242
 - o Top Searches:
 - "true"
 - "pay bill"
 - "bids"
 - "jobs"
 - "yard sale"
 - "budget"

PLANNING & CODE ADMINISTRATION

1. **Zoning Certificates Issued:**
 - 247 North Locust Street – North End Barbershop.
 - 327 Liberty Street – home office for a lawn mowing business.
 - 333 Mill Street – Julia Manor Nursing and Rehabilitation Center – beauty salon serving the needs of the residents of Julia Manor.
 - 204 East Franklin Street – D & J Creations Services, d/b/a Christopher’s – bar and grill.

2. **Weekly Activity Report: April 3–7, 2017**

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	10	Residential -	6	Commercial -	3	Other -	1	16
Electric	18	Residential -	7	Commercial -	10	Other -	1	18
Plumbing	11	Residential -	10	Commercial -	1	Other -	0	11
Mechanical	4	Residential -	1	Commercial -	3	Other -	0	4
Engineering Dept.	10							13
TOTAL	53		24		17		2	62
Est. Value of Issued Building Permit Projects:					Fiscal Year Totals:			
Residential	\$ 76,374.00				\$ 5,273,572.00			
Commercial	\$ 157,360.00				\$ 17,054,816.00			
Apartment	\$ 0.00				\$ 908,620.00			
Sign	\$ 3,375.00				\$ 313,000.00			
TOTAL	\$ 237,109.00				\$ 23,550,008.00			
Projects of Interest								
- Remodel of existing suite to be used as an Office of the Comptroller at 1850 Dual Highway - \$125,000								

RENTAL LICENSING PROGRAM YEAR: JULY 1, 2016 – JUNE 30, 2017		
	PROPERTIES	UNITS
Registrations received week of Apr 3 – Apr 7	11	14
New applications issued week of Apr 3 – Apr 7	7	9
Total 2016-2017 registered (includes additions and subtractions since 5/1/16)	3,472	9,053
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	\$ 1,050	
Weekly adjustment/credits	\$ 150	
INSPECTIONS		
TYPE	NUMBER CONDUCTED	
Building	34	
Electrical	41	
Plumbing	29	
Mechanical	11	
Safety	22	
Neighborhood Vitality	51	
Quality of Life	5	
Preventive Maintenance	24	
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:	1667	Field Interviews:	43
Arrests/Warrants Served:	15	Moving Violations:	37
Domestic Violence Calls:	20	Parking Violations:	220
DUI Arrests:	0	Safety Repair Orders:	8
Reports Filed:	122	Warnings:	80

REPORTS:

04/06/17: Officer Bricker responded to Summit Liquors on West Washington Street for a theft report. The owner of the establishment advised that an unknown white male appeared to be shopping and was browsing around in the store. The male then grabbed two bottles of champagne and was acting as though he was headed towards the register. He quickly changed directions and ran out the door of the business. The suspect was wearing an orange/red colored shirt and dark jeans. The owner saw the suspect get into a silver colored sports utility vehicle and head towards Buena Vista. The officer searched the area but was unsuccessful in locating the suspect. No further information.

04/09/17: Officer Rutkowski was dispatched to Mechanic Street for a sexual assault report. The victim, a juvenile, reported that a family friend touched her inappropriately. The juvenile was afraid to tell her mother of the incident but when the incident happened again she reported it to her mother. The mother confronted the family friend about the incident and he has not been back to the juvenile's residence. This case has been assigned to the Criminal Investigation Division.

04/09/17: Officer C. Koontz responded to Little Elliot Drive for a reported assault. The victim advised he was near the basketball court when someone hit him in the back of the head with a rock. At that time he saw a white juvenile with blond hair and wearing a red shirt run from the area. The Community Rescue Service responded to the scene and transported the victim to Meritus Medical Center for treatment. The juvenile was not located. No further details.

04/10/17: Officers were dispatched to Wal-Greens on the Dual Highway for a report of an armed robbery. Officer Salahov, first on the scene, advised via radio communications, the suspect was last seen running towards the 7-11 Convenience Store along Howell Road. A witness stated he saw a male wearing all dark clothing run to the rear of the 7-11 Store where the dumpsters were located. The witness then drove to the front of the 7-11 Store and saw a dark color sports utility vehicle leave the parking lot and turn onto the Dual Highway. The driver was traveling at a high rate of speed. Detectives Brashears and Filges are handling the case.



OTHER NEWS/INFORMATION:

Congratulations to Officer Gerard Kendle. On Saturday, March 25, 2017, Officer Gerard Kendle received the Veterans of Foreign Wars (VFW) *Officer of the Year* award presented to him by Post Commander Joe Cicchillo.

The VFW's Award criteria are as follows:

1. Above and beyond service to the people of Hagerstown
2. Living in or nearby Hagerstown
3. Outstanding police service

Officer Kendle lives in Hagerstown and serves his community in many ways. He conducts the Citizen's Police Academy. He meets with citizens to develop crime prevention measures and is a nation-wide speaker and instructor in Crime Prevention Through Environmental Design (CPTED). He also works with the landlord association to implement and maintain "crime free" ordinances.

He sits on many Boards in Hagerstown including past president of Community Rescue Service, member of Bethel Gardens of Directors, member and past president of Emergency Management Volunteers, as well as a Community Emergency Response Training (CERT) master instructor. In addition, he is a member of Main Street Hagerstown.

Gerry is also a veteran of the Air Force National Guard having served around the world. He retired in January 2008 with 23 ½ years of Active and Reserve service. He completed a Tour of Duty in Iraq, 2005-2006. He is an at-large member of the Veterans of Foreign Wars.

Officer Kendle is assigned to the Crime Prevention Unit of the Hagerstown Police Department and the Department is proud to have dedicated officers such as Officer Kendal as one of its own and congratulates him for receiving this prestigious award.

PUBLIC WORKS

CHART NO. 1 – GENERAL PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	229	229
	University District Deck	423	424
	Parking Lots	316	316
Number of Patrons Using Decks	A & E Deck	1992	1982
	University District Deck	2200	2061
Sales of Discount Coupons		0	0
Number of Citations Issued	(Includes Warnings)	163	185
Number of Cars Booted		0	0
Late Payment Notifications		32	NA
Peak Occupancy (%)	A & E Deck	*97% Sat @ 10 PM	75% Fri @ 2 PM
	University District Deck	76% Thu @ Noon	75% Tue @ 2 PM

*Event at MD Theater

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

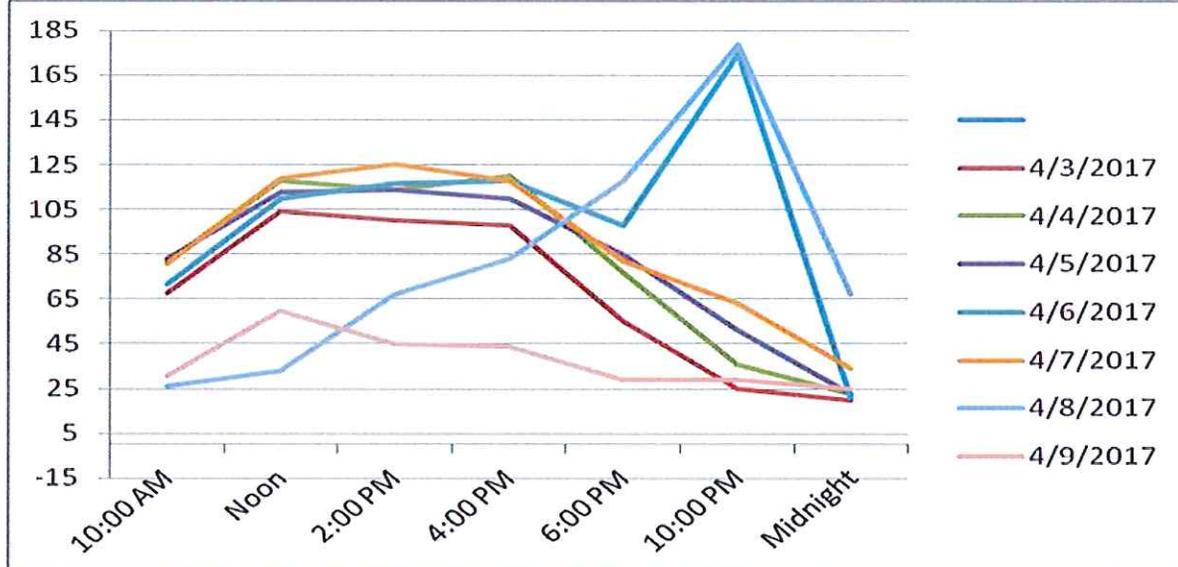
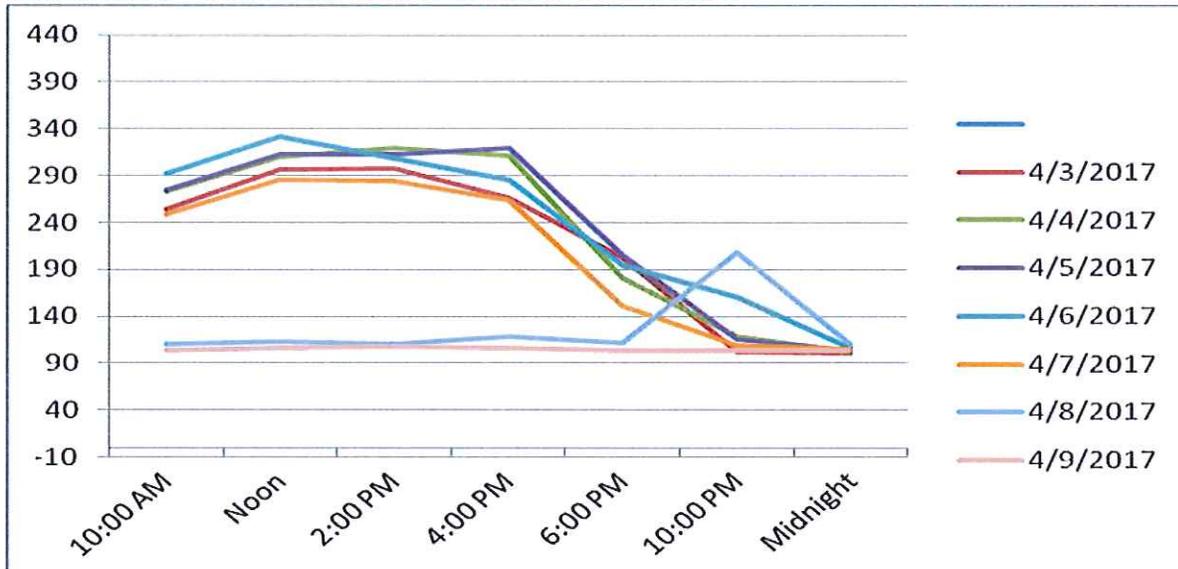


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	1	0
Fire	1	0
Human Resources	0	0
Light	6	0
Parks & Engineering	2	1
Police	5	13
Public Works	8	4
Wastewater	1	2
Water	9	4
Weekly Totals	33	24

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Problem Areas

- Sun. 4/9 - 114 Charles Street - Miss Utility locate; emergency locate for Hagerstown Water Dept. to make repairs to a water main break. Time Out: 3.8-4.3
- Lowes Distribution Center, Wesel Boulevard - pole damaged; street light knocked over by truck driver. Time Out: 10.8-12.2
- Tues. 4/11 - 645 Hayes Avenue - no power; no issues were found with our facilities and customer was advised to contact an electrician as problem as internal. Time Out: 16.9-18.0

Distribution

- Metering Staff received one high bill complaint this week. Upon testing, meter was found to have met all Public Service Commission requirements.
- HLD line crews assisted meter readers with meter reading, back calls, and check reads.
- Line crews are currently assisting the Commercial Office with numerous service terminations and reconnections of service.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
8	1	2	0

Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- Engineering and Distribution staff met with HPD to discuss fiber optic cable installation.
- The Staff Engineer continued work on downtown improvement related projects.
- Engineering staff coordinated annual dielectric and safety testing of HLD line work vehicles and related tooling.

Administration

- Staff met with a sales representative to discuss lighting improvements to the garage and stock room areas.

WATER DIVISION

Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
04/06/17	10.54		10.54
04/07/17	10.43		10.43
04/08/17	10.15		10.15
04/09/17	10.51		10.51
04/10/17	10.68		10.68
04/11/17	11.00		11.00
04/12/17	10.85		10.85
Average			10.59

Water Production at R. C. Willson

- Operations:

- Operations were routine this week – staff worked on facility maintenance and routine preventative maintenance.

- Maintenance

- The high service pump #2 was removed by staff for evaluation.
- Repairs were completed on a door at the chemical building.
- A temporary feed system was installed for the upcoming work on the lagoon.
- Repairs are being made to the flood valve on the Trac-Vac system.

- Instrumentation

- RC Willson – Work continues on the installation of a SCADA work station in the chemical building.
- Pump Station #3 – Staff are making repairs to a valve on Pump #2.
- Pump Station #2 – PLC upgrades are in progress.

Water Production at Breichner/Edgemont Reservoir. The Edgemont Reservoir pool elevation is currently at 3.25 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. 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 Charles Street. New Services are being installed at the Westfield Estates on Morning Walk Drive. Work continues on the main replacement project on E. Antietam Street.

Laboratory

- Collected weekly TOC on Potomac River.
- Collected weekly THM/TOC samples on the Willson Plant.
- Collected composite sample from lagoon discharge.
- Collected distribution system samples for monitoring for nitrification.
- Collected monthly TTHM samples.
- Tested water main on Antietam Street. All samples passed.
- Process and regulatory testing was routine for the week.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	-	1
Preliminary Plats	-	-
Final Plats	-	-
Building Permits	26	-

- Staff attended a development review meeting at the County Planning Office.
- Staff attended a Water Planning Meeting with Water Division staff.
- Staff met with a consultant to discuss water service alternatives for an apartment complex and a water main easement status.
- Staff met with a developer regarding final approval of a commercial site plan.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, April 5, 2017	7.11	0.00
Thursday, April 6, 2017	8.87	0.95
Friday, April 7, 2017	8.60	0.00
Saturday, April 8, 2017	7.38	0.00
Sunday, April 9, 2017	6.96	0.00
Monday, April 10, 2017	6.97	0.00
Tuesday, April 11, 2017	6.98	0.00
Weekly – Avg. Flow / Total Rainfall	7.55	0.95
Apr - Avg. Flow/Total Rainfall	7.38	1.08

Miscellaneous

- Cleaned Velodyne polymer system.
- Started installing control wiring on #2 sump pump in Op's building.
- Continued work on ferric pump installation.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	22	750'	203'	9
Flushing	16,17,32,34,35	10,904'		

Collection System Maintenance Task

- Sewer Back up at 332 South Mt Valla, Problem on owner.
- Sewer Back up at 22 Mohler Parkway, problem on owner.
- Grinder Pump call at 20102 Teakwood, pump bad, replaced.
- Final restoration work at 41 Harvard Road.
- Pump Station #8; worked on final grade and landscaping.
- Pump Station #15 and #23; cleaned wet wells.
- CCTV Dry Hydrant for Water Department by Lake at City Park.

- CCTV and Dye test Lateral and mainline from Museum at City Park.
- General pump shop repair work.

Administration

Wastewater Division – Customer Call Log Summary 2017							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	1	1	0	0	0	1	3
YTD 2017	22	14	3	1	0	25	65

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

Engineering

- Staff attended a development review meeting at the County Planning Office.
- Staff met with a consultant for verification of existing sewer service location for an existing commercial business.

Laboratory

- Collected quarterly metals.
- Collected HBP Industrial Pretreatment sample.
- Witnessed collection of samples from Pinnacle's digester and clarifier.
- Prepared reagents for Lachat operation.
- Process and regulatory testing was routine for the week.



Respectfully submitted,

Valerie A. Means
City Administrator