

CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 30 FOR 2017



July 28, 2017

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

AUGUST 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 No M&C Meeting	2	3	4	5 7pm Dive-In Movie Night at Potterfield Pool 7pm Music By The Lake
6 7:30pm Hagerstown Municipal Band Concert	7	8 4pm Work Session	9 4pm Planning Commission Meeting	10 4pm Board of Traffic & Parking 4:30pm Historic District Commission Meeting	11	12 7am-2pm Community Yard Sale
13 7:30pm Hagerstown Municipal Band Concert	14	15 4pm Work Session	16	17	18 6:30am Senior City Golf Championship	19 8am 5 th Annual City Golf Championship
20 7:30pm Hagerstown Municipal Band Concert	21	22 4pm Work Session	23	24 4:30pm Historic District Commission Meeting	25	26
27 7:30pm Hagerstown Municipal Band Concert	28	29 7pm Regular Session	30 7pm Planning Commission	31		

INFORMATION TECHNOLOGY, COMMUNICATION & SUPPORT SERVICES

COMMUNICATIONS

E-Casts:

- City Park Movie, Music by the Lake, Tommy 202 Rides & Fitness Programs

Channel 25:

- Watch the City Newsroom at the top of every hour. This week's news stories include:
 - o Peter Buys Band Shell History promotion
 - o Hagerstown Cultural Trail Feature Art
 - o Live United
 - o Montage of Hagerstown Cultural Trail June 17th
 - o Hagerstown Greens Promotion
 - o Bird Watching in City Parks
 - o BuroBox promotion
- Scheduled:
 - o MTA Community Commuter
Wednesday and Saturday 7:00 PM
 - o Hagerstown Cultural Trail Grand Opening Ceremony
6:00 PM Weekdays

Websites:

- **City Website:**
 - o About **6,853** users visited www.hagerstownmd.org for the week of July 17–23, 2017.
 - o Top entrances (first page users accessed on the website)
 - Home Page 2,114
 - Utility Billing Page 581
 - Potterfield Pool Page 395
 - Jobs Page 277
 - Outdoor Movies at City Park Page 186
 - o Top Searches:
 - "true"
 - "jobs"
 - "bill pay"
 - "solicitations"
 - "bid postings"
 - "city of Hagerstown"

PARKS & ENGINEERING

ENGINEERING DIVISION

1. **MS4 Stormwater Permit:** Staff attended a meeting with representatives of MDE, Washington County, and other local municipalities to discuss the draft NPDES stormwater permit, and to review questions and concerns. According to MDE, they expect to issue the final permit by March of 2018. MDE is in the process of reviewing and responding to the comments that they received on the draft permit earlier this year, and are modifying the language in certain sections of the permit to address some of these concerns. However, it is likely that the final permit will still require the treatment of the runoff from 20% of the impervious surfaces in the City, which will be a difficult and costly endeavor.

2. **Red Light Cameras.** Met with Representative of ATS to discuss the process for installing red light cameras at two city intersections: Wilson at Potomac and Wilson at Virginia. This will involve underground conduits, 20-foot high poles, sidewalk repair, connection to signal controller and related work. ATS will prepare drawings of the planned work and submit for review.
3. **Engineering Statistics.**

Traffic issues		
Description	Week of 7/21/17	2017 TOTALS
Traffic complaints received	0	80
Work Orders completed	0	63
Traffic counts completed	3	25
Construction Projects		
Description	Week of 7/21/17	2017 TOTALS
Projects advertised for bids	1	12
Projects under construction	14	
Projects completed	0	1

PARKS DIVISION

1. **Thomas Kennedy Park.** Staff met with the team that is fundraising for the park and discussed the City's roll in the construction next year. Staff plans to re-visit the issue with Mayor & Council in August.
2. **Golf Course.** Staff is preparing for two upcoming tournaments and hole sponsors are being recruited:
 - The 3rd Annual Senior City Championship returns on Friday, August 18th from 6:30 a.m. – 2 p.m. The entry fee is \$25 per person and includes 9 holes with cart, clubhouse meal, and prizes. Golfers can play with another participant or as a foursome (anytime from 6:30 a.m. – 2 p.m.) and turn in their scorecard at the clubhouse afterwards. Winners will be announced after all the players have finished.
 - The 5th Annual City Championship returns on Saturday, August 19th with a shotgun start at 8 a.m. The entry fee is \$50 and includes 18 holes of golf, a cart, breakfast, food and prizes.

PLANNING & CODE ADMINISTRATION

1. **New Zoning Certificates Issued:**
 - 49 South Potomac Street – American Ale House – sports bar and restaurant.
2. **Planning Commission:** The discussion on the ESD Sketch Plan for the Urban Education Complex at 13-17 South Potomac Street was tabled until the next meeting. The commission had questions about the plan and the civil engineer for the project was not present at the meeting.
3. **Historic District Commission:** On July 13 the HDC considered the following applications:
 - One South Potomac Street – Hagerstown/Washington County Chamber of Commerce – approved an application for signage on both sides of the building.
 - 31 South Prospect Street – The Women's Club – approved demolition of a deteriorated fireplace behind the building.

4. **Weekly Activity Report:** July 17–21, 2017

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	8	Residential -	2	Commercial -	5	Other -	1	7
Electric	15	Residential -	9	Commercial -	6	Other -	0	15
Plumbing	7	Residential -	6	Commercial -	1	Other -	0	7
Mechanical	7	Residential -	4	Commercial -	2	Other -	1	7
Engineering Dept.	19							19
TOTAL	56		21		14		2	55
Est. Value of Issued Building Permit Projects:					Fiscal Year Totals:			
Residential				\$ 46,759.00				\$ 81,484.00
Commercial				\$ 250,000.00				\$ 445,699.00
Apartment				\$ 0.00				\$ 98,485.00
Sign				\$ 2,510.00				\$ 4,185.00
TOTAL				\$ 299,269.00				\$ 629,853.00
Projects of Interest								
- Interior alterations to CVS Pharmacy at 1731 Dual Highway - \$250,000								
RENTAL LICENSING PROGRAM YEAR: JULY 1, 2017 – JUNE 30, 2018								
					PROPERTIES			UNITS
Registrations received week of July 17 – July 21					80			241
New applications issued week of July 17 – July 21					7			16
Total 2017-2018 registered (includes additions and subtractions since 5/1/17)					3,152			8,369
Percentage of rental license renewals that have registered as of July 14, 2017					87.0%			90.0%
Notes: The 2017-2018 rental license renewals for 9,345 units in 3,624 properties were mailed on May 4, 2017. A past due notice was mailed the first week of July to those that remain outstanding.								
PAYMENT								
Weekly payment received				\$ 17,475				
Weekly adjustment/credits				\$ 1,800				
INSPECTIONS								
<u>TYPE</u>	<u>NUMBER CONDUCTED</u>							
Building	63							
Electrical	45							
Plumbing	16							
Mechanical	9							
Safety	44							
Neighborhood Vitality	113							
Quality of Life	7							
Preventive Maintenance	33							
Planning & Zoning	0							
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:	1,739	Field Interviews:	56
Arrests/Warrants Served:	16	Moving Violations:	19
Domestic Violence Calls:	28	Parking Violations:	228
DUI Arrests:	1	Safety Repair Orders:	5
Reports Filed:	136	Warnings:	56

REPORTS

07/21/17: Officer Parks was dispatched to Nottingham Road for a report of a burglary which had occurred overnight. The caller was house sitting for a relative and when she went to care for the dogs that morning and discovered that someone had entered the house overnight. There were lights left on, doors unlocked, and dresser drawers left open. She also discovered that the Xbox and Playstation were missing from the residence. There were usable prints left on a window, which is believed to be the point of entry. The investigation is on-going and there are no suspects at this time.

07/22/17: Officer Campbell responded to Garlinger Avenue for a report of malicious destruction of property to a vehicle. The victim stated that someone had punctured the side wall of both tires on the driver's side of her vehicle. She stated she had no idea who may have done this. The officer canvassed the area for cameras or individuals that may have witnessed the incident. None were found. No further information is available.

07/23/17: Officer Bricker was dispatched to Noland Drive for an assault in progress. The victim advised that a female neighbor came at her with a knife. She further stated there is an arrangement between the victim and the neighbor, that if the children feel unsafe due to their mother's alcohol addition, they are to go to the victim's house for safety. The victim went to her neighbor's house to let her know that the children were at her house and they were fine. The neighbor became angry and came at the victim with a knife. Another neighbor was able to get the knife from the angry female. She was charged with Assault 2nd Degree as well as Reckless Endangerment. The father of the children responded to the scene and took custody of the children.

07/24/17: Officer Mikash responded to South Potomac Street for a report of a disturbance. Upon arrival the officer observed a male sitting on the sidewalk being held upright by another male. The seated individual was breathing but was unconscious. An ambulance was called. Prior to transporting the unconscious male to Mertius Medical Center, the EMT found two plastic bags in this individual's pocket. The contents in the bags were believed to be Spice. The plastic bags were turned over to the officer. Once at Mertius, the officer attempted to get answers from the individual regarding the suspected Spice. The individual refused to cooperate with the officer. Charges are pending the results from the Lab analysis.

07/25/17: Officer Wertz responded to Police Headquarters to speak with a male concerning an assault. The male appeared to be somewhat confused and slow to move. He stated that an unknown person struck him in the face. Pictures were taken of the laceration above his left eye and swelling over the right eye. He could not provide a description of the suspect. It should be noted that an odor of an alcoholic was coming from the victim as he spoke. The individual was transported to Meritus Medical Center for treatment of his injuries. At this time it is not certain if an assault occurred or if the injuries were sustained in another manner. No further details are available.

07/26/17: Officer White was dispatched to Spotlight Convenience Store on West Franklin Street for a theft of a cell phone. An employee for the business stated she was showing a male a cell phone when he just ran out of the store with the phone. The officer reviewed the store's video camera footage of the incident. The suspect is described as a black male wearing a black Washington Redskins sweatshirt and a baseball hat. The stolen phone is described as a gray colored Apple iPhone 6. Boost Mobile was able to place the phone on the stolen/do not activate list. No further details are available.

OTHER NEWS/INFORMATION

Come Join Us! The Hagerstown Police Department and the Hagerstown Area Police Athletic League have been partnering on a new Midnight Basketball series. Every month members from HPD and the PAL will hold basketball games at the Salvation Army gym located at 525 George Street. These games are open to area youth from 6th grade to those 24 years in age. Doors open at 7:30 p.m. and games begin at 8 p.m. Those in sixth grade up to age 15 play from 8-10 p.m. Those age 16-24 play from 10 p.m. – 12 a.m. Please feel free to join us! We are always looking for volunteers and those that wish to play basketball with our local youngsters! Contact Ashley Roush at 301.739.8577, Ext. 235 for dates and additional more information!

PUBLIC WORKS

CHART NO. 1 – GENERAL PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	192	186
	University District Deck	286	286
	Parking Lots	337	336
Number of Patrons Using Decks	A & E Deck	1568	1428
	University District Deck	1801	1808
Sales of Discount Coupons		0	22
Number of Citations Issued	(Includes Warnings)	225	239
Number of Cars Booted		0	0
Late Payment Notifications		65	74
Peak Occupancy (%)	A & E Deck	*88% Sat @ 10 PM	57% Sat @ 6PM
	University District Deck	66% Tue @ Noon	63% Tue @ Noon

*Event at MD Theater

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

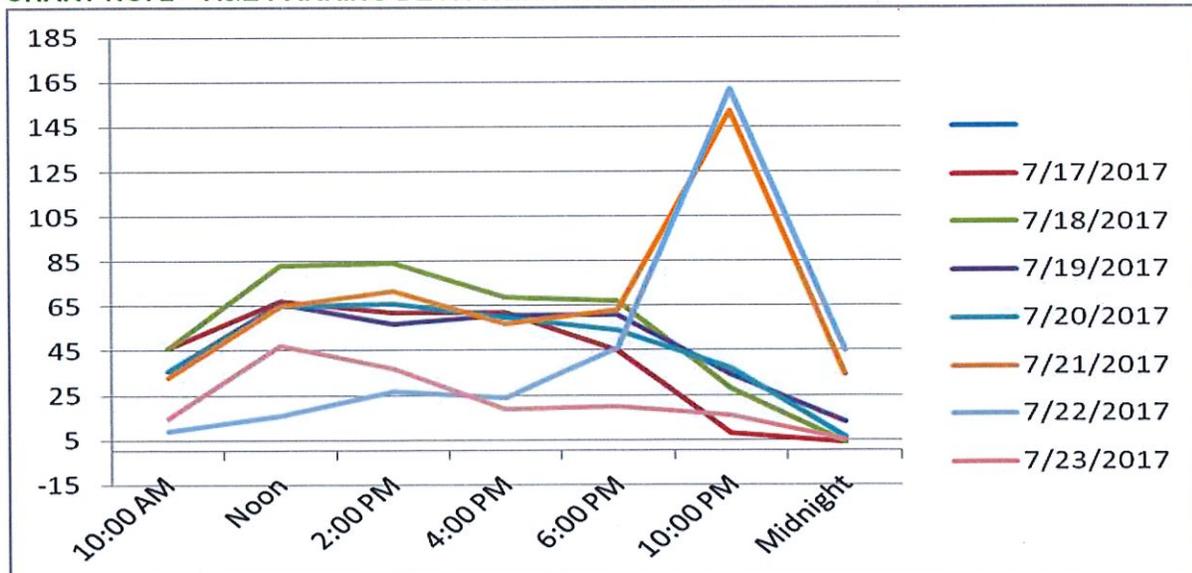
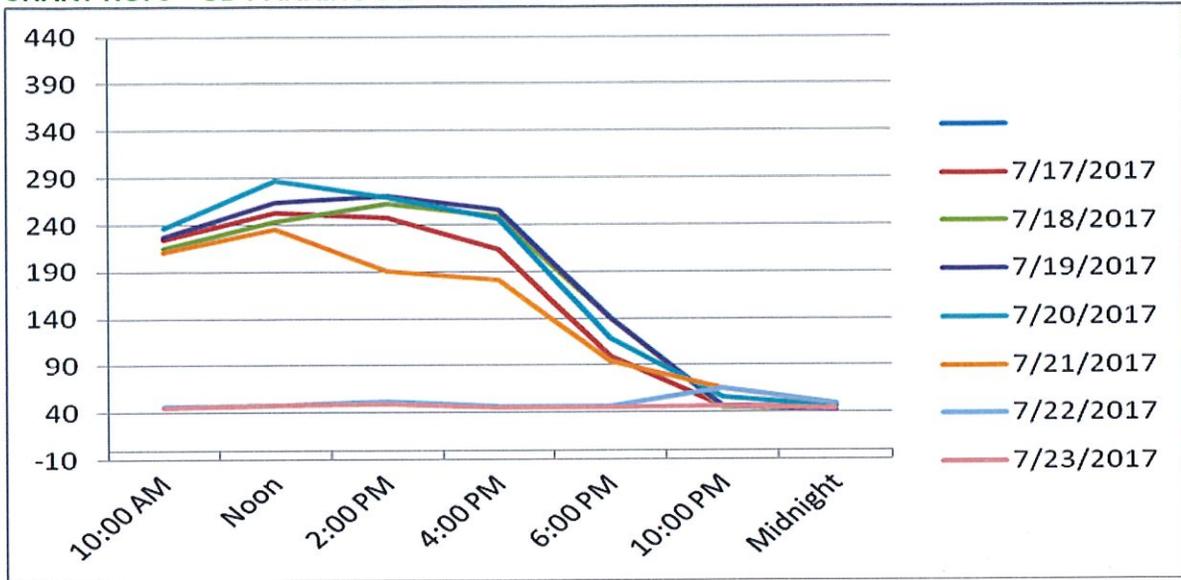


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	2	1
Fire	0	1
Human Resources	0	1
Light	3	1
Parks & Engineering	0	0
Police	12	7
Public Works	5	16
Wastewater	4	0
Water	2	6
Weekly Totals	28	33

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Problem Areas

- Thur. 7/20 - 339 West Washington Street- pole damaged; vehicle struck street light pole #63 in accident. Time Out: 23.0-0.5
- Fri. 7/21 - 916 Kenly Avenue- blinking lights; the connectors were replaced at the house to correct problem. Time Out: 16.0-17.0
- 611 Hayes Avenue- total outage; squirrel caused transformer fuse to operate. Time Out: 19.7-20.3
- 1240 Brinker Drive- total outage; the customer's main breaker had tripped. Time Out: 20.5-21.0

- Sat. 7/22 - 112 Ray Street- total outage; bird caused transformer fuse to operate. Time Out: 8.0-9.0
- 881 Pennsylvania Avenue- partial outage; bird caused transformer fuse to operate. Time Out: 11.0-12.0
- Mon. 7/24 - 331 South Potomac Street- arcing wires; tree limbs fell on primaries causing arcing wires. Time Out: 23.1-0.3

Distribution

- Metering Staff received no high bill complaints this week.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
12	1	1	1

Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- The Staff Engineer reviewed and approved bids for HLD stock materials.
- Engineering staff met with Wastewater staff to discuss SCADA communications.
- The Staff engineer continued work on multiple large HLD projects.
- Engineering staff applied herbicide to HLD rights-of-way to mitigate vegetation encroachment.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, July 19 2017	6.63	0.00
Thursday, July 20, 2017	6.71	0.00
Friday, July 21, 2017	6.38	0.00
Saturday, July 22, 2017	6.59	0.49
Sunday, July 23, 2017	6.75	1.06
Monday, July 24, 2017	8.44	0.15
Tuesday, July 25, 2017	7.26	0.00
Weekly – Avg. Flow / Total Rainfall	6.97	1.70
July - Avg. Flow/Total Rainfall	6.73	5.63

Miscellaneous

- Replaced #1 & #2 grit classifier bearings.
- Removed defective Flygt mixer from BNR tank and replaced it with a rebuilt one.
- Removed obstruction from Primary Clarifier piston pump and discharge line.
- Replaced Waterman valve actuator on #1 bar screen influent gate.
- 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	428'	0	0
Flushing	#22	13,888'		
		# Tested	# Failures	% Failed
Joint Testing				
Point Repairs		# of Repairs	Reason	L.F. of Repairs
Joints				
Main Line Only				
Lateral Only				
Main & Lateral				
Manholes				

Collection System Maintenance Task

- Grinder Pump call at 1533 Kensington Drive, reset smart switch, everything operating as normal.
- Sewer Backup at 1124 Beachwood Drive, problem on private side.
- CCTV'd storm drain for the Water Department in Alley behind Mulberry Street, leak found 31' from basin.
- CCTV'd sewer main in Oak Hill Avenue for Engineering in area of sink hole repair work, our sewer pipe is solid.
- Sprayed weeds at Pump Stations #2 and #28, as well as WWTP.
- Pump Station #9, upgraded electrical junction box.
- Pump Station #24, installed new SCADA unit.
- Pump Station #26, installed new UPS unit in control box.
- General Pump shop repair work.
- Installed 30 new Manhole Conversions Frames/w lids in Districts #14 and #15.
- Dropped enzyme bags at various lift stations and trouble spots to control FOG.
- General shop clean up and inventory of vehicles.

Administration

Wastewater Division – Customer Call Log Summary 2017							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	2	2	0	0	0	0	4
YTD 2017	43	42	4	4	0	53	146

* 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 County Permits staff for integration and operation for the Automation permission system.

Laboratory

- Prepared reagents for Lachat operation.
- Prepared Industrial Pretreatment surcharges.
- Discussed Pinnacle Foods operation with County Pretreatment Manager.
- Process and regulatory testing was routine for the week.

WATER DIVISION

Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
07/20/17	11.47		11.47
07/21/17	11.48		11.48
07/22/17	10.36		10.36
07/23/17	10.18		10.18
07/24/17	10.79		10.79
07/25/17	10.46		10.46
07/26/17	11.05		11.05
Average			10.83

Water Production at R. C. Willson

- Operations:
 - Operations were routine this week – staff worked on facility maintenance and routine preventative maintenance.
- Maintenance
 - RC Willson –Repairs were made to the flood emergency pumps.
 - RC Willson –Replaced the cationic feed control valve.
- Instrumentation
 - Orchard Hills Tank – Prep work has been completed for the addition of new signals on the level and mixing system.
 - Pump Station 4 –Recalibrated the pH analyzer and replaced the pH probe.
 - RCW –Replaced the North/South premix pH controller.
 - PS6 –Maintenance was completed to upgrade the PLC.

Water Production at Breichner/Edgemont Reservoir. The Edgemont Reservoir pool elevation is currently at 4.4 feet (dry level). Site evaluation continues per the contract with Hazen and Triad. City staff and Hazen and Sawyer continue to work with MDE Dam Safety on the final Dam Evaluation Report, Emergency Action Plans, and the design criteria and project schedule. The project continues to be on schedule.

Water Distribution. Distribution crews are working throughout the system performing customer service work and new meter installations as needed. New services were installed in the Westfields Community and Meridian Drive. Repairs were made to water main breaks on Holly Terrace, Mulberry Avenue, Hillcrest Road and Catawba Circle. Crews also completed service line leak repairs on Coffman Avenue and Virginia Avenue.

Laboratory

- Collected sample from Pavestone Point-of-Entry for hardness and sodium.
- Process and regulatory testing was routine for the week.

Engineering

- Staff attended a development review meeting at the County Planning Office.
- Staff attended a project meeting to discuss the completion of Walmart infrastructure improvements in the Rt.65 corridor.

- Staff met with County Permits staff for integration and operation of the automation permission system.
- Staff met with Water Division staff regarding the proposed City service to a Funkstown parcel.
- Staff met with a consultant for final approval of two commercial expansion projects.
- Staff met with a contractor regarding the construction permit application process for a commercial entrance project.
- Staff met with a consultant to discuss segregating a water main construction from a residential development site plan.



Respectfully submitted,

Valerie A. Means /df

Valerie A. Means
City Administrator