

# CITY OF HAGERSTOWN, MARYLAND

## STATUS & INFORMATION REPORT NO. 34 FOR 2017



August 25, 2017

To Mayor Bruchey and Members of the City Council:

<b>UPCOMING MEETINGS</b>
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<h3 style="margin: 0;">AUGUST 2017</h3> <p style="font-size: small; margin: 0;">For additional information and a complete list of City events, please visit our Calendar of Events on the City's website at <a href="http://www.hagerstownmd.org/calendar.aspx">http://www.hagerstownmd.org/calendar.aspx</a></p>						
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 <sup>th</sup> Annual City Golf Championship
20 7:30pm Hagerstown Municipal Band Concert	21	22 3pm Executive Session  4pm Work Session	23	24 4:30pm Historic District Commission Meeting	25	26
27 7:30pm Hagerstown Municipal Band Concert	28	29 12:30-4:30pm M&C Goal Setting Retreat @ DCED  5-6pm BuroBox Grand Opening @ 60 W. Washington St.  6:30pm Executive Session  7pm Regular Session	30 7pm Planning Commission	31		

## DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

1. **Grand Openings:**
  - BuroBox Grand Opening – Tuesday, August 29 – 5-7 p.m. – 60 West Washington Street
2. **Augustoberfest.** The Augustoberfest Committee members and City staff have been meeting weekly to coordinate all the 2017 event. The 22<sup>nd</sup> Annual Augustoberfest will be held Saturday, August 26 from 11 a.m.–10 p.m. and Sunday, August 27 from 11 a.m. to 5 p.m. in City Center. The official Mayor's address and "keg-tapping" is scheduled for Saturday, August 26 at 2 p.m. For more information, please visit [www.augustoberfest.org](http://www.augustoberfest.org) or Facebook.

## FIRE DEPARTMENT

### FIRE DEPARTMENT CALLS FOR ASSISTANCE

House Fires	0	Community Risk Reduction	21
Building Fires	0	Public Service	3
Medical Assistance	27	Personal Injury Collision	6
Assist other Fire Departments	8	Fuel/Hazard Spills	1
Automatic Fire Alarms	11	Gas Leaks	2
Victim Assistance	1	Hazardous Conditions	3
Downed Power Lines	1	Dumpster/Outside Fires	1

## INFORMATION TECHNOLOGY, COMMUNICATION & SUPPORT SERVICES

### COMMUNICATIONS

#### This Week's Headlines and Media Releases:

- New Beauty Salon Opens in Downtown Hagerstown
- Advisory: New Traffic Entrance to Hagerstown Police Department

#### E-Casts:

- Art Show at Engine Room Reception Friday August 25th

#### Channel 25:

- Watch the City Newsroom at the top of every hour. This week's news stories include:
  - o Thomas Kennedy Memorial presentation
  - o Augustoberfest promotion
  - o Fall Fest and Porchfest promotion
  - o HPD PSA Theft from Motor Vehicles
  - o Peter Buys Band Shell History promotion
  - o Hagerstown Cultural Trail Feature Art
  - o Montage of Hagerstown Cultural Trail June 17<sup>th</sup>
  - o Hagerstown Greens Promotion
  - o Bird Watching in City Parks

- o BuroBox promotion
- Scheduled:
  - o MTA Community Commuter  
Wednesday and Saturday 7:00 PM

**Websites:**

- **City Website:**
  - o About **6,337** users visited [www.hagerstownmd.org](http://www.hagerstownmd.org) for the week of August 14–20, 2017.
  - o Top entrances (first page users accessed on the website)
    - Home Page 2,077
    - Utility Billing Page 620
    - Jobs Page 253
    - Police Page 235
    - Electric Division Page 198
  - o Top Searches:
    - "true"
    - "jobs"
    - "pay water bill"
    - "city of Hagerstown"
    - "events"
    - "farmers market"

**PARKS & ENGINEERING**

**ENGINEERING DIVISION**

1. **Marsh Run Repairs.** An additional section of Marsh Run walls will be rebuilt in the next few weeks which will require closing West Memorial Boulevard between Reynolds Avenue and Guilford Avenue.
2. **2017 Alley Reconstruction Update.**
  - Alley 2-117 is nearly complete and we expect Alley 2-129 to be completed by early next week.
  - On Monday, August 28<sup>th</sup> reconstruction of Alley 2-117 will begin. We have delivered letters to adjacent residential properties to inform them of the alley closure.
  - In response to our letters, Columbia Gas has informed us that they plan on replacing their gas line in alley 2-067 next year and they cannot schedule the replacement any sooner. Therefore we will remove that alley from our contract and the Gas Company understands they will have to replace the alley mat when they do their work.
3. **Safe Routes to School Project.** The new traffic signals are expected to be placed in operation:
  - Sept 7<sup>th</sup> at Salem Avenue & Indiana Avenue
  - Sept 21<sup>st</sup> at Frederick Street and Mill Street

Once the signals are operational the old poles can be taken down and the sidewalks completed. We have informed the Board of Education of this schedule to advise walking students.
4. **Belview Avenue Green Streets.** As requested by the neighborhood group, we obtained a grant and started survey work to be able to complete design of the curb side bio-retention areas at two intersections of Irvin Avenue and May Street. We will send letters to the residents near those two intersections to advise them of the project.

5. **Engineering Statistics.**

Traffic issues		
Description	Week of 8/21/17	2017 TOTALS
Traffic complaints received	2	110
Work Orders completed	0	84
Traffic counts completed	2	34
Construction Projects		
Description	Week of 8/21/17	2017 TOTALS
Projects advertised for bids	0	12
Projects under construction	7	
Projects completed	0	3

**PARKS DIVISION**

1. **The 5<sup>th</sup> Annual City Championship.** On Saturday, August 19<sup>th</sup> The Greens at Hamilton Run hosted 26 players for the 5<sup>th</sup> Annual City Championship. The winners are (pictured left to right below): Jeremy Butts – 1<sup>st</sup> place 1st Flight Winner; Chris Bushey - Overall Champion; Steve Fisher – 1<sup>st</sup> Place 2nd Flight Winner; and Ty Bordner – 1<sup>st</sup> Place Champion Flight Winner.



2. **University Plaza.** The Wesel Donkey was moved from the Discovery Station and installed in University Plaza.



3. **Hager House.** Visit the Hager House this weekend for two new programs:
  - Fancy's Fairies & Tales continues on Friday, August 25<sup>th</sup>. Visit and learn at the Hager House, once called "Hager's Fancy" by the town founder. Create a fairy garden item each week and get a hands-on experience in the working gardens at the Hager House. Display your personal garden at the City Park Fall Fest, September 16<sup>th</sup>.
  - Visit the Hager House on Friday & Saturday, August 25<sup>th</sup> & 26<sup>th</sup> from 10 a.m. – 4 p.m. for the premier of the Hager House Garden Tour. This tour includes a brief tour of the Hager House followed by a guided walk through the Hager House gardens. Examine why Jonathan Hager picked this site as his first land-buy in colonial America, and learn about medicinal functions of herbs and plants growing in gardens. Explore the butterfly garden and see Monarch caterpillars.
4. **Zumba in the Fit Room.** Join us on Saturdays at 11 a.m. for Zumba Fitness! There are a lot of ways to lose weight but some are just more fun! Join the ultimate dance-fitness party in our new Fit Room that beats a boring old workout any day. \$5/drop in. Flyer attached
5. **National Road Park.** We continue to work on the new National Road Park. Sidewalks have been completed and electric service has been installed. The black fence along sidewalk has also been installed.

## PLANNING & CODE ADMINISTRATION

1. **Planning Commission:** The Planning Commission will be conducting the following business at its meeting on Wednesday, August 30:
  - Public Review Meeting – *visionHagerstown 2035*.
  - 952 Frederick Street – HBP – site plan for an addition and stormwater management upgrade.
2. **Weekly Activity Report:** August 14–18, 2017

PERMITS								
TYPE	NUMBER OF NEW APPLICATIONS							NUMBER ISSUED
Building	10	Residential -	6	Commercial -	2	Other -	2	4
Electric	21	Residential -	13	Commercial -	8	Other -	0	21
Plumbing	18	Residential -	4	Commercial -	2	Other -	12	19
Mechanical	11	Residential -	8	Commercial -	2	Other -	1	11
Engineering Dept.	5							3
<b>TOTAL</b>	<b>65</b>		<b>31</b>		<b>14</b>		<b>15</b>	<b>58</b>
<b>Est. Value of Issued Building Permit Projects:</b>					<b>Fiscal Year Totals:</b>			
Residential	\$ 11,048.00				\$ 258,332.00			
Commercial	\$ 6,000,000.00				\$ 6,926,597.00			
Apartment	\$ 0.00				\$ 99,585.00			
Sign	\$ 0.00				\$ 17,435.00			
<b>TOTAL</b>	<b>\$ 6,011,048.00</b>				<b>\$ 7,301,949.00</b>			
<b>Projects of Interest</b>								
- Tenant fit-out and re-purpose of 504 East First Street for medical marijuana cultivation & processing plant. - \$6,000,000 (permit issued on August 16)								
RENTAL LICENSING PROGRAM YEAR: JULY 1, 2017 – JUNE 30, 2018								
	<b>PROPERTIES</b>				<b>UNITS</b>			
Registrations received week of August 14 – August 18	26				43			
New applications issued week of August 14 – August 18	3				5			
Total 2017-2018 registered (includes additions and subtractions since 5/1/17)	3,332				8,807			
Percentage of rental license renewals that have registered as of July 14, 2017	91.9%				94.2%			

**Notes:** The 2017-2018 rental license renewals for 9,345 units in 3,624 properties were mailed on May 4, 2017. A 2<sup>nd</sup> past due notice, which included a \$50 late fee, was mailed in early August to those that remain outstanding.

**PAYMENT**

Weekly payment received	\$ 3,525
Weekly adjustment/credits	\$ 1,025

**INSPECTIONS**

<b><u>TYPE</u></b>	<b><u>NUMBER CONDUCTED</u></b>
Building	30
Electrical	46
Plumbing	23
Mechanical	14
Safety	56
Neighborhood Vitality	44
Quality of Life	22
Preventive Maintenance	23
Planning & Zoning	6

**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:	2,014	Field Interviews:	121
Arrests/Warrants Served:	26	Moving Violations:	28
Domestic Violence Calls:	33	Parking Violations:	224
DUI Arrests:	1	Safety Repair Orders:	1
Reports Filed:	193	Warnings:	56

## REPORTS

**08/17/17:** Officer Clingan responded to Woodlawn Way for a bicycle theft. The caller advised his son rode his bike to the Dollar General Store on Pennsylvania Avenue and left his bike outside and unsecured. When his son exited the store his bike was not where he had parked it and could not be located. The bike is a red BMX with front and rear pegs with a value of \$150. There were no witnesses and no further details are available.

**08/18/17:** Officer Bricker was dispatched to Noland Drive for a report of two toddlers, ages 1 and 3, unsupervised and playing in the street. The caller attempted several times to alert the mother but she did not answer the door. At various times the caller needed to pull the toddlers from the street. The toddlers were also seen getting in and out of a parked vehicle. The officer knocked several times on the door of the mother's residence but she did not respond. The door was not secured so the officer opened the door and announced police presence. The mother was awakened and came downstairs to see what the officer wanted. She stated she fell asleep and the children must have opened the door and went outside. It should be noted that the Department of Social Services were notified.

**08/19/17:** Officer Hill responded to East Baltimore Street for a reported burglary. The victim advised she left her apartment around noon and when she returned home she found the rear door ajar. She discovered her television was knocked off the table and the screen was broken. She also discovered some US currency was taken from her dresser. The neighbors did not see or hear anything unusual. The officer will be dusting for fingerprints. There are no suspects at this time.

**08/20/17:** Officer Vogel was dispatched to Bull and Bears Restaurant on South Potomac Street for a report of an assault. The officers made contact with the victim but was being interrupted by a yelling male from across the street. The male was disturbing the patrons of the restaurant as well as those passing by. Officer Reese approached the male to see if he was trying to provide information about the assault. The male replied he did not witness the assault, nor did he have any information to give the officer. The officer then requested the male lower his voice and allow the investigation to continue. The male did not comply so he was placed in the back of the cruiser to calm down. Once the male was released from the cruiser, he was advised to go home. Again, the male began to yell and became argumentative by claiming he was exercising his constitutional right to freedom of speech. He was then placed under arrest and charged with Disorderly Conduct and Failure to Obey a Lawful Order.

**08/21/17:** Officer Campbell responded to Mill Street for a motor vehicle theft in progress. The caller stated that her mother was visiting with her and that they parked both of their vehicles next to one another in the same parking lot across from the residence. The caller happened to be looking out her window and noticed that three juveniles were lingering around the parking lot and looking into her vehicle. She noted the juveniles made no attempt to enter her vehicle however one juvenile did enter her mother's vehicle. Another juvenile appeared to be the "lookout" person. The caller left the residence to confront the juvenile males who then fled the area in the direction of East Antietam Street. No further details are available.

**08/22/17:** Officer Kimmel was dispatched to Family Health Pharmacy Express for a robbery in progress. A witness stated she was just leaving the pharmacy when the suspect entered and tripped on her walker and fell on a nearby chair. He then jumped over the counter and demanded the employee give him money from the drawer and "some perks". The employee handed him some drugs and gave cash from the drawer. Another witness stated she saw a gun on the suspect and watched him leave the pharmacy. She said the suspect appeared to be clumsy as if he were intoxicated or high on some type of substance. The suspect was wearing black pants and had his face covered with a white bandana. The officer will be reviewing the camera footage from the pharmacy. No further information is available.

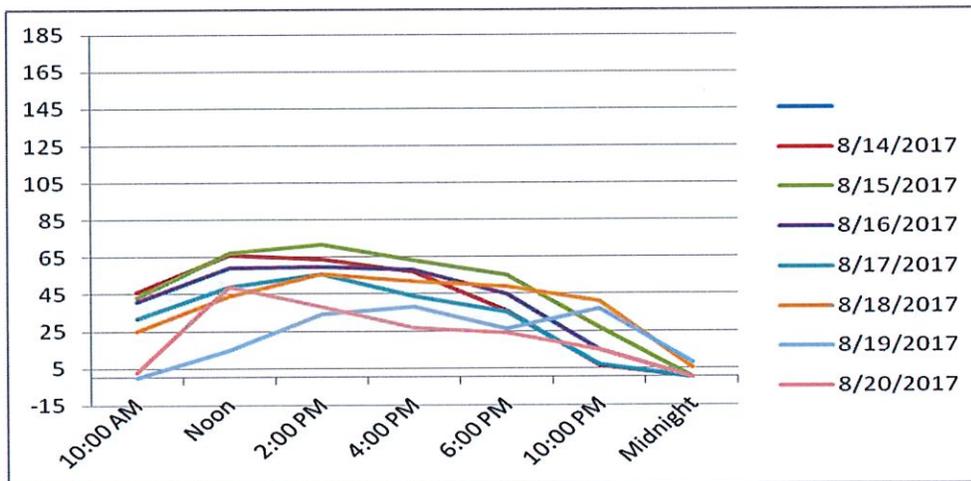
## PUBLIC WORKS

**CHART NO. 1 – GENERAL PARKING SYSTEM DATA**

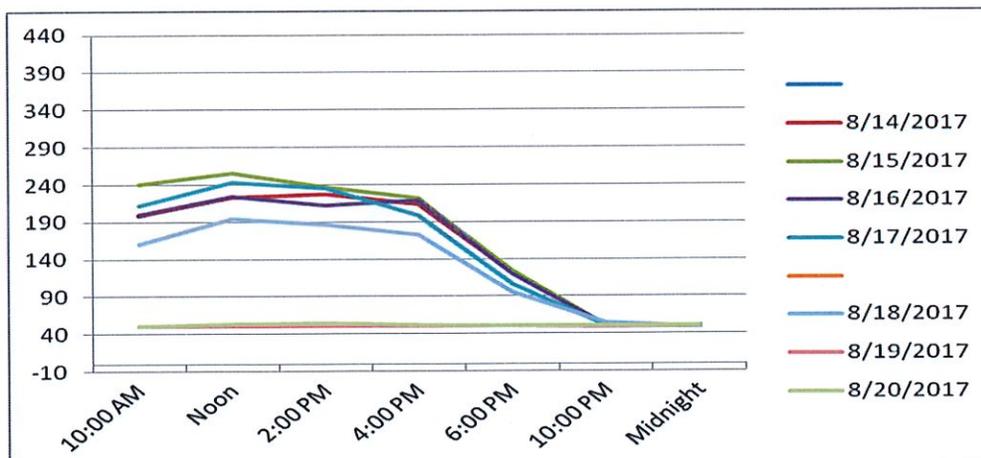
		Current Week	Previous Week
<b>Number of Permit Holders</b>	A & E Deck	203	203
	University District Deck	283	283
	Parking Lots	339	339
<b>Number of Patrons Using Decks</b>	A & E Deck	1291	1480
	University District Deck	1498	1396
<b>Sales of Discount Coupons</b>		0	0
<b>Number of Citations Issued</b>	(Includes Warnings)	189	164
<b>Number of Cars Booted</b>		0	0
<b>Late Payment Notifications</b>		92	37
<b>Peak Occupancy (%)</b>	A & E Deck	39% Tue @ 2 PM	51% Thur @ 2PM
	University District Deck	56% Thur @ Noon	53% Tue @ Noon

\*Event at MD Theater

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



**CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY**



Note: A power or data glitch provided inaccurate information on 8/10/2017

## CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	7	2
Fire	0	0
Human Resources	0	0
Light	0	2
Parks & Engineering	1	2
Police	3	8
Public Works	0	8
Wastewater	4	1
Water	7	3
<b>Weekly Totals</b>	<b>22</b>	<b>26</b>

## UTILITIES DEPARTMENT

### ELECTRIC DIVISION

#### Problem Areas

- Fri. 8/18 - 1012 Mulberry Avenue- total outage; tree branches fell on triplex service. Time Out: 4.4-5.5
  
- Sat. 8/19 - 1033 Virginia Avenue- pole damaged; vehicle struck guy wire attached to pole however no damage was found to HLD facilities. Time Out: 16.0-16.1
  
- Sun. 8/20 - 655 Forrest Drive- total outage; the customer's main breaker had tripped. Time Out: 8.8-9.0
  
- Mon. 8/21 - Rear of Potterfield Pool, Frederick Street- lines down; Time Out: 16.5-17.7
  
- Tues. 8/22 - 237 Frederick Street- blinking lights; connectors were changed on the transformer to as a temporary measure until underground service was replaced the following business day. Time Out: 21.0-23.0

#### Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
  
- The Staff Engineer finalized the fiber optic communication layout and design for HLD SCADA between Bulldog and Mitchell Substation.
  
- Thank you to the IT staff for assistance with the MILSOFT Server upgrade for HLD Engineering Analysis software.
  
- Engineering staff along with Avista Realtime Systems installed new software to allow remote messaging of SCADA events to HLD employees.

**WASTEWATER DIVISION**

**Wastewater Treatment Plant at Frederick Street**

Date	Flow (mgd)	Rainfall (inches)
Wednesday, August 16, 2017	7.88	0.00
Thursday, August 17, 2017	7.71	0.01
Friday, August 18, 2017	7.58	0.15
Saturday, August 19, 2017	7.17	0.14
Sunday, August 20, 2017	7.03	0.00
Monday, August 21, 2017	7.18	0.00
Tuesday, August 22, 2017	7.27	0.31
Weekly – Avg. Flow / Total Rainfall	7.40	0.61
Aug - Avg. Flow/Total Rainfall	7.82	4.29

**Miscellaneous**

- Cleaned pressurization tank and replaced float assembly.
- Removed #2 waste sludge pump and rebuilt in shop.
- Replaced defective wiring on BNR outside lighting.
- Cleaned Velodyne Polymer system and replaced injector.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

**Wastewater Collection**

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	1	733'	169'	7
Flushing	24	8,686		

**Collection System Maintenance Task**

- Grinder Pump call at 20120 Teakwood Drive, replaced broken discharge assembly and two grinder pumps.
- Grinder Pump call at 11011 Eastwood Drive, replaced bad board in junction box, also found breaker in residence to be bad, homeowner is replacing.
- Grinder pump call at 11111 Mahogany Drive, replaced broken lid.
- Grinder Pump call at 11311 Eastwood Drive, replaced pressure tube.
- Sewer Back up at 932 Chestnut St, cleared lateral with Vector, CCTV'd and found problem on City side, will excavate next week.
- Unit 528, installed new Boom control toggle switch.
- General pump shop repair work.
- Cleaned storm drains for Public Works at 116 and 117 Elm Street.

- Pump Station 6; completed landscaping to make the site maintenance free, removed from mowing contract.
- Checked all manholes on proposed overlay streets.
- Installed weed barrier and gabion stone on the bank along Bowman Avenue for Administration Building.
- Installed flow meters in MH's #12125, #12002, and at Meritus.
- Repaired leak in MH #12002, approximately 3 GPM.
- Cleaned weeds and debris from stations #2, 8 and 27.
- Dropped enzyme bags at various lift stations and trouble spots in the system to control FOG.

**Administration**

Wastewater Division – Customer Call Log Summary 2017							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	3	2	0	0	0	1	6
YTD 2017	51	54	4	4	0	59	172

\* 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.

**Laboratory**

- Analyzed drinking water samples for simple nutrients.
- Evaluated Pinnacle Foods new general cleaning chemical SDS.
- Prepared reagents for Lachat operation.
- Process and regulatory testing was routine for the week.

**WATER DIVISION**

**Plant Flows - System Demand (MGD)**

Date	Willson	Breichner	Total
08/17/17	10.87		10.87
08/18/17	10.60		10.60
08/19/17	10.25		10.25
08/20/17	9.86		9.86
08/21/17	10.99		10.99
08/22/17	10.96		10.96
08/23/17	10.88		10.88
Average:			10.63

**Water Production at R. C. Willson**

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

- Maintenance
  - RC Willson – Staff worked on miscellaneous equipment preventive maintenance.
- Instrumentation
  - RC Willson – Repaired the 2<sup>nd</sup> floor water feed line.
  - RC Willson – Repaired the ventilation fans.
  - RC Willson – ABB onsite for warranty punch list.

**Water Production at Breichner/Edgemont Reservoir.** The Edgemont Reservoir pool elevation is currently at 1.3 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. A new service was added on Partridge Trail. Installation of the water main on Salem Avenue has been completed. Crews also installed a new tap off Rensch Road.

**Laboratory**

- Collected Nitrate/Nitrite sample from Henson Tank area.
- Collected daily disinfectant residual samples from the Henson Blvd and Smithsburg area.
- Flushed hydrants along route 11 near Henson Blvd.
- Process and regulatory testing was routine for the week.

**Engineering**

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	1	3
Preliminary Plats	-	-
Final Plats	-	-
Building Permits	22	-
Concept Plans	-	-

- Staff attended a development review meeting at the County Planning Office.
- Staff met with a fire protection company representative on the location of a main and service configuration for an existing commercial business.



Respectfully submitted,  
  
 Valerie A. Means  
 City Administrator



**ZUMBA™**

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THERE ARE A LOT OF WAYS TO LOSE WEIGHT. SOME ARE JUST MORE FUN. JOIN THE ULTIMATE DANCE-FITNESS PARTY THAT BEATS A BORING OLD WORKOUT ANY DAY.



**Chanda  
Thompson**

**Zumba Fitness Basic  
301-992-4177**

**The Fit Room  
532 N. Cannon Ave**

**Saturdays at 11 a.m.**

**Drop in: \$5 cash or check**

**Online: [www.hagerstownmd.org](http://www.hagerstownmd.org)**

For class details Contact your licensed Zumba® instructor.

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