

# CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 37 FOR 2017



September 15, 2017

To Mayor Bruchey and Members of the City Council:

## UPCOMING MEETINGS

### SEPTEMBER 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 <b>HOLIDAY CITY OFFICES CLOSED</b>	5 No M&C Meeting	6	7	8	9
10	11	12 3pm Ribbon Cutting @ National Road Park  3:30pm Executive Session  4pm Work Session	13 4pm Planning Commission Meeting  6pm Pooch Plunge @ Potterfield Pool	14 4pm Board of Traffic & Parking Meeting  4:30pm Historic District Commission Meeting	15	16 11 am City Park Fall Fest
17	18	19 3pm Executive Session  4pm Work Session	20 7pm Board of Zoning Appeals Meeting	21	22	23
24	25	26 7pm Regular Session	27 7pm Planning Commission Meeting	28 4:30pm Historic District Commission Meeting	29	30

## DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

1. **A&E Update:** The Arts and Entertainment Management Board met for their monthly meeting this week. Maryland Symphony Orchestra's new Executive Director, Stephen Beaudoin, was introduced to the group and updates regarding Main Street Hagerstown, the Community's City Center Plan and City events were also provided.

2. **Main Street Update:**
  - Main Street Hagerstown's Business Relations work group met for their monthly meeting. Long-time co-chairs Rob Galioto and Taylor Bowen announced they are stepping down from the leadership roles for the work group. Together they led the group over two years with several initiatives including assisting with 1 GB promotion, business data collection, and organizing business and consumer focus groups. They will be keeping an ear to Main Street but primarily focusing on other commitments. Volunteers and staff thanked them for their dedication and good work for the downtown. Paul Frey will be taking over as chair of the work group and seeking an additional chairperson to assist him.
  - Main Street Hagerstown's leadership team met for their monthly meeting as well. Much of the meeting was bringing Mr. Frey up to speed on other work group's work plans and budget information.
3. **Ribbon Cutting:** DCED is assisting with the opening of Rose Hill Cemetery's Reflection Garden. A ribbon cutting and grand opening will be held Tuesday, September 19 at 10 a.m.
4. **Engine Room Art Space:** "World Between Worlds" is a solo exhibit by Don Matthews currently on display at the gallery. If one follows the line of thought that the linear passage of time is an illusion, then all moments exist simultaneously. What is perceived as the present is occurring in conjunction with the perceived past and future. But the question remains: is there only one past and future attached to each present moment, or are there infinite possibilities, infinite realities, existing beyond our perception? In the "World Between Worlds" exhibit, the artist explored these questions associated with time and infinite realities in painting. The exhibit will run through Friday, September 29 with a closing reception at 6 p.m. For more information visit [www.engine roomartspace.com](http://www.engine roomartspace.com) or at [www.facebook.com/engine roomart](http://www.facebook.com/engine roomart)
5. **Wind Down Fridays:** The schedule for the 2017 Wind Down season is listed below.
  - September 29th (Thunder in the Square, 6-10pm) – Staff Infection
  - October 6th (6-9 p.m.) – Back Roads Blues

**FIRE DEPARTMENT**

<b>FIRE DEPARTMENT CALLS FOR ASSISTANCE</b>			
House Fires	1	Community Risk Reduction	
Building Fires	2	Public Service	3
Medical Assistance	29	Personal Injury Collision	6
Assist other Fire Departments	12	Fuel/Hazard Spills	1
Automatic Fire Alarms	8	Carbon Monoxide Detector	3
Victim Assistance	1	Investigation: Odor, Smoke, Fire	1
Downed Power Lines	2	Aircraft Standby	2

**Building Fire – 403 North Prospect Street:** The Hagerstown Fire Department responded to the former Eastern Pipe Organ building for an intentionally set fire Sunday, September 10<sup>th</sup> at 6:30 p.m. The fire was quickly brought under control by firefighters. The fire continues to be under investigation by the Fire Marshal's office.

**INFORMATION TECHNOLOGY, COMMUNICATION & SUPPORT SERVICES**

**COMMUNICATIONS**

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

- Neighborhood Celebrates National Road Park Grand Opening

- Rose Hill Cemetery Opens New Reflection Garden
- Fall Fest & Porchfest Converge at Park Circle This Weekend
- Thunder in the Square Roars in to City Center

**E-Casts:**

- September Downtown Business Owner Forum
- East Franklin Street Planting Flyer
- New City Center Incentive Programs

**Channel 25:**

- Watch the City Newsroom at the top of every hour. This week's news stories include:
  - o Valley CoOp promotion
  - o Fall Fest and Porchfest promotion
  - o HPD PSA Theft from Motor Vehicles
  - o Hagerstown Cultural Trail Feature Art
  - o Montage of Hagerstown Cultural Trail June 17<sup>th</sup>
  - o BuroBox promotion
  - o Thunder in the Square promo

**Websites:**

- *City Website:*
  - o About **6,672** users visited [www.hagerstownmd.org](http://www.hagerstownmd.org) for the week of September 4–10, 2017
  - o Top entrances (first page users accessed on the website)
 

▪ Home Page	1,963
▪ Utility Billing Page	647
▪ City Park Fall Fest Page	421
▪ Police Page	258
▪ Jobs Page	204
  - o Top Searches:
    - "true"
    - "jobs"
    - "trash pickup"
    - "pay bill"
    - "farmers market"
    - "solicitations"

## PARKS & ENGINEERING

### ENGINEERING DIVISION

1. **View to Wesel Mural.** Staff is working with Bettina Messersmith to have her touch-up the City-owned mural at 57 West Franklin Street. The 24-year old mural is beginning to show signs of peeling and Bettina (the original artist) is willing to do the work free of charge if we provide a lift. Work should be completed this weekend.
2. **Board of Traffic & Parking.** The Board met this week to discuss parking on Langdon Street, Hammond Street, beacons and parking in 400 block of South Potomac Street. The Board voted unanimously to change the flashing school beacons from 24/7 flashing to Monday thru Friday from 6 a.m. to 8 p.m. year round. Staff requested that Public Works make this change.
3. **Crosswalk.** Design of a school crosswalk on Prospect Avenue at Forest Drive is ready to advertise as soon as Community Development obtains the approvals to proceed.
4. **Bridges.** Repairs and modifications to the guardrails at five bridges will be completed this week. We anticipate sidewalk repairs at the bridges to start in next few weeks.
5. **Engineering Statistics.**

Traffic issues		
Description	Week of 9/10/17	2017 TOTALS
Traffic complaints received	7	123
Work Orders completed	1	88
Traffic counts completed	3	39
Construction Projects		
Description	Week of 9/10/17	2017 TOTALS
Projects advertised for bids	0	12
Projects under construction	7	
Projects completed	0	3

### PARKS DIVISION

1. **City Park Fall Fest.** Staff is preparing for the annual City Park Fall Fest this Saturday, September 16<sup>th</sup> from 10 a.m. – 4 p.m. This year the event partners with Porchfest providing transportation between events. Porchfest hours are 12-4 p.m. Activities all day long include paddle boats, canoes and kayaks on City Park Lake, rock wall, food vendors, face painting, a Community Art Project, living history, arts and crafts, food, bounce house, barrel carts rides, and more. More info at [www.hagerstownmd.org/fallfest](http://www.hagerstownmd.org/fallfest)
2. **City Park.** Staff repaired the collapsed storm drain at Key Street that discharges into Marsh Run.
3. **Cultural Trail.** The signs that describe the six pieces of art were all installed this week. The HHS's "Hands On the Trail" mural was installed at Park Circle near Maloos.

## PLANNING & CODE ADMINISTRATION

1. **New Development Cases:**
  - 531 Dual Highway – Krispy Kreme – site plan.

2. **Planning Commission:** The Planning Commission considered the following items at its meeting on Wednesday, September 13:
- McCleary Hill – approved the sketch plan.
  - Comprehensive Plan Input – MRGA expansion request – agreed to recommend that the Mayor and Council expand the MRGA to add 61.72 acres located at the southwest corner of the intersection of Greencastle Pike and Route 40.
3. **Weekly Activity Report:** September 5–9, 2017

<b>PERMITS</b>								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	7	Residential -	2	Commercial -	3	Other -	2	1
Electric	4	Residential -	2	Commercial -	2	Other -	0	4
Plumbing	12	Residential -	11	Commercial -	1	Other -	0	12
Mechanical	8	Residential -	4	Commercial -	2	Other -	2	8
Engineering Dept.	4							3
<b>TOTAL</b>	35		19		8		4	28

<u>Est. Value of Issued Building Permit Projects:</u>		<u>Fiscal Year Totals:</u>
Residential	\$ 0.00	\$ 416,017.00
Commercial	\$ 0.00	\$ 7,361,219.00
Apartment	\$ 19,040.00	\$ 119,625.00
Sign	\$ 0.00	\$ 21,435.00
<b>TOTAL</b>	<b>\$ 19,040.00</b>	<b>\$ 7,918,296.00</b>

<b>RENTAL LICENSING PROGRAM YEAR: JULY 1, 2017 – JUNE 30, 2018</b>		
	<u>PROPERTIES</u>	<u>UNITS</u>
Registrations received week of Sep 5 – Sept 9	13	17
New applications issued week of Sept 5 – Sept 9	0	0
Total 2017-2018 registered (includes additions and subtractions since 5/1/17)	3,400	8,967
Percentage of rental license renewals that have registered as of July 14, 2017	93.8%	96.0%

**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.

<b>PAYMENT</b>	
Weekly payment received	\$ 1,750
Weekly adjustment/credits	\$ 0

<b>INSPECTIONS</b>	
<u>TYPE</u>	<u>NUMBER CONDUCTED</u>
Building	29
Electrical	35
Plumbing	15
Mechanical	16
Safety	47
Neighborhood Vitality	64
Quality of Life	10
Preventive Maintenance	25
Planning & Zoning	1

<b>INSPECTIONS KEY:</b>	
<b>Categories of Conditions</b>	
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
	<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:	1,521	Field Interviews:	76
Arrests/Warrants Served:	19	Moving Violations:	32
Domestic Violence Calls:	20	Parking Violations:	202
DUI Arrests:	3	Safety Repair Orders:	5
Reports Filed:	152	Warnings:	48

**REPORTS**

**09/07/17:** Officer C. Koontz responded to Summit Avenue for a group of juveniles on bikes, damaging a red Honda Civic on the roadway. The victim was following the juveniles that had damaged her vehicle until police arrived. As the officer approached the group of juveniles, they fled in different directions. The officer was able to make contact with one of the juveniles. The juvenile stated he was in the group but did not damage the Honda. The juvenile stated that he could provide the names of those who did. The juveniles attend South Hagerstown High School and the officer will be asking for assistance from the School Resource Officer at the school. No further details are currently available.

**09/09/17:** Officer Campbell was dispatched to West Irving for a robbery in progress. The victim and a witness advised that they were parked in a vehicle waiting on a friend when three individuals from a group that was located down the street approached their vehicle. One of those individuals demanded money from the victim and reached into the vehicle. The victim stated that the suspect then began to choke her. She was able to get the vehicle in drive and she and the witness fled the area. No further details are available.

**09/09/17:** Officer St. Clair responded to Mitchell Avenue for a report of a theft. The victim stated he received confirmation from Amazon that an order he placed had been delivered that day. However, when he arrived home, the package was not in his mailbox. He double checked his Amazon account and confirmed the delivery. The victim checked his surveillance camera and a male was captured taking the package from the victim's mailbox. The officer was able to identify the male from the camera footage. The officer has made application of charges of Theft less \$100 for the suspect.

**09/10/17:** Officer Main was dispatched to West Side Avenue for a reported stolen vehicle. The owner of the vehicle reported his 1996 Chrysler Town & County van had been stolen. His van had been parked in a designated handicapped spot in front of his residence. The van was not secured. No neighbors reported anything suspicious. There is no additional information at this time.

**09/12/17:** Officer Vogel responded to Hawkins Circle for a report of a check fraud. The victim advised that he was selling a refrigerator on craigslist for \$240. He was contacted by an individual that offered to buy the fridge if the victim would hold it for a few days. The victim agreed. The buyer stated he would send the victim a check valued at more than the price of the fridge if he would follow his requests. The victim agreed and received a check for \$2,000 and deposited \$1,750 into a Bank of America account for the buyer as requested. The buyer then contacted the victim again and stated he could no longer purchase the fridge and wanted his \$240 back in I-Tune gift cards. Again the victim agreed, however the victim was later contacted by the bank to advise him that the check was proven to be invalid. No further details are available.

**09/13/17:** Detective Blankenship responded to Garden Plaza Hotel on Dual Highway in reference to a shooting. It was learned that a black male had been shot in the head. The crime scene was processed from personnel from the Western Maryland Crime Lab. The crime scene could not be completed because the occupants of room 135 would not give consent to enter the room. The Hagerstown Police Department was able to secure a Search and Seizure Warrant to complete the crime scene process. There is a person of interest and the investigation is on-going.

**OTHER NEWS/INFORMATION**

**Upcoming Testing Date.** The next written testing date for the Hagerstown Police Department has been scheduled for Saturday, October 7, 2017 at 10 a.m. Testing will be held at Police Headquarters at 50 North Burhans Boulevard in the HPD Roll Call Room. Testing is on a first come/first serve basis as space is limited. Interested individuals should contact Jeff Morgan via email at [jmorgan@hagerstownpd.org](mailto:jmorgan@hagerstownpd.org).

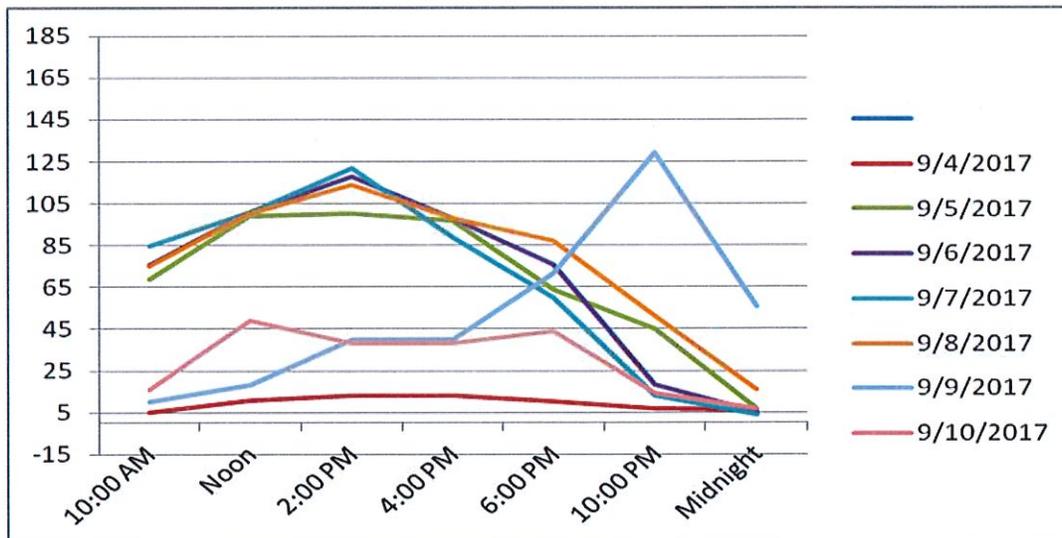
**PUBLIC WORKS**

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

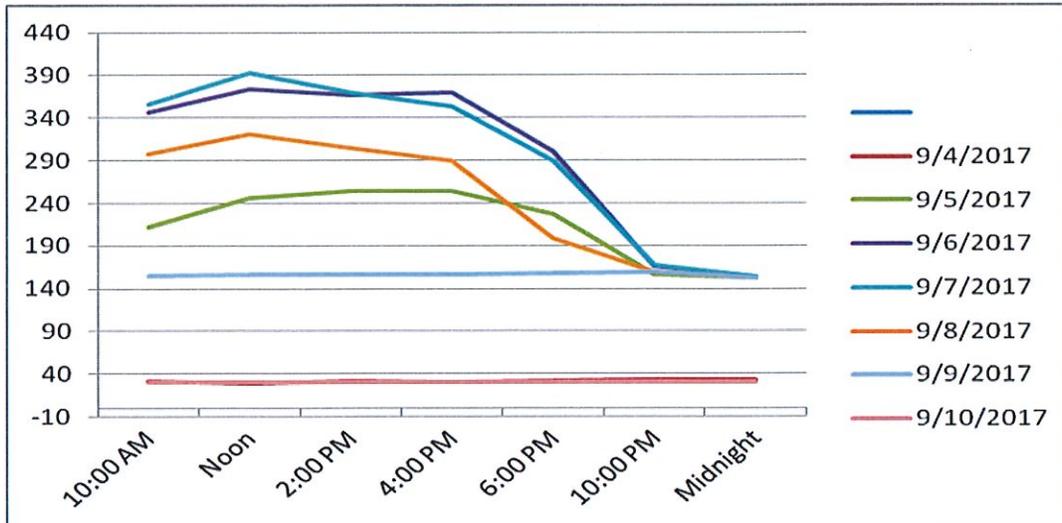
		Current Week	Previous Week
<b>Number of Permit Holders</b>	A & E Deck	207	205
	University District Deck	417	415
	Parking Lots	345	343
<b>Number of Patrons Using Decks</b>	A & E Deck	1474	1434
	University District Deck	1560	2037
<b>Sales of Discount Coupons</b>		0	6
<b>Number of Citations Issued</b>	(Includes Warnings)	136	185
<b>Number of Cars Booted</b>		0	0
<b>Late Payment Notifications</b>		45	67
<b>Peak Occupancy (%)</b>	A & E Deck	70%* Sat @ 10 PM	56% Tue @ 2PM
	University District Deck	90% Thus @ Noon	65% Thu @ 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	0	2
Fire	1	2
Human Resources	0	0
Light	1	2
Parks & Engineering	1	0
Police	5	6
Public Works	5	7
Wastewater	2	3
Water	1	7
<b>Weekly Totals</b>	<b>16</b>	<b>29</b>

**UTILITIES DEPARTMENT**

**ELECTRIC DIVISION**

**Problem Areas**

- Thur. 9/7 - 1004 Brinker Drive- total outage; lineman found customer's main breaker was tripped. Breaker was reset to restore power. Time Out: 19.7-20.8
- Fri. 9/8 - 1014 Pennsylvania Avenue- pole damaged; vehicle struck pole in accident however pole was found to belong to Verizon Phone Company. Time Out: 19.1-19.7

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
13	0	3	1

**Engineering**

Staff worked on the following projects:

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.

- Engineering and Distribution staff discussed options for safety improvements regarding HLD vehicle operations.
- The Staff Engineer coordinated repairs to a private drain line damaged during utility excavation work.
- The Staff Engineer began/continued review of various site plans and moved forward with electric utility service design.

**Administration**

- Administrative staff reviewed requisitions and invoices for submission.

**WASTEWATER DIVISION**

**Wastewater Treatment Plant at Frederick Street**

Date	Flow (mgd)	Rainfall (inches)
Wednesday, September 6, 2017	7.87	0.91
Thursday, September 7, 2017	7.93	0.00
Friday, September 8, 2017	7.26	0.00
Saturday, September 9, 2017	6.65	0.00
Sunday, September 10, 2017	6.64	0.00
Monday, September 11, 2017	6.68	0.00
Tuesday, September 12, 2017	6.76	0.00
Weekly – Avg. Flow / Total Rainfall	7.11	0.91
Sept - Avg. Flow/Total Rainfall	6.87	1.89

**Miscellaneous**

- Replaced solenoid and float on pressurization tank.
- Replaced fuel pump and tuned up welder.
- Repaired vacuum switch on Digester blowers.
- Troubleshoot Simplex fuel level sensor and replaced Red Lion digital display on Cummins generator fuel tank.
- 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	287'		
Flushing	27	7,749'		

**Collection System Maintenance Task**

- Grinder Pump call at 11028 Parkwood Drive, replaced pressure tube.
- Grinder Pump call at 11106 Eastwood Drive, reset smart switch.
- Grinder Pump call at 20012 Mt. Aetna Road, replaced pump and pig tails.
- Storm prep, topped off all equipment with fuel, including station generators, portable equipment etc. Also tested, and made repairs to equipment.

- Pump Station 2, worked on ultrasonic controller.
- Pump Station 19, trimmed all trees.
- CCTV'd storm drain in Alley of First Street for Public Works.
- General pump shop repair work.
- Dropped enzyme bags at various lift stations and trouble spots in the system.
- Installed 11 manhole riser and conversion castings in various districts.
- Checked addresses and pump configurations in Brightwood Acres.
- CCTV'd 1321 Oak Hill Avenue, will replace 5' of 4" cast iron pipe in street.
- Assisted Plumber locate lateral at 34 West Washington Street.

**Administration**

Wastewater Division – Customer Call Log Summary 2017							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	0	2	1	0	0	0	3
YTD 2017	51	63	5	4	1	61	185

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

**Engineering**

- Staff met with the Wastewater Operations Manager to discuss planning and focus on initial steps for the oxygen aeration basin mixers motors replacement.
- Staff attended a Plan Review Committee meeting with the City's Planning Division.
- Staff met with a developer's representative regarding redevelopment of an existing industrial building.

**Laboratory**

- Analyzed drinking water samples for simple nutrients.
- Prepared reagents for Lachat operation.
- Submitted DMR-QA 37 certification to MDE DMR-QA Coordinator.
- 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>
09/07/17	10.43		10.43
09/08/17	10.54		10.54
09/09/17	9.85		9.85
09/10/17	9.84		9.84
09/11/17	10.80		10.80
09/12/17	10.77		10.77
09/13/17	10.54		10.54
Average:			10.39

**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 – The backwash tank actuator is out for repair.
- RC Willson – Repairs were made to the Caustic pump #6.
- RC Willson – Replaced the safety relief valve in the house water supply.
- PS3 – Crews are in the process of making repairs to the Transfer Switch Controller.
- PS4 – The 4-way function valve was repaired on pumps 1 & 3.
- All Pump Stations – Service is being completed on the generators.

**Water Production at Breichner/Edgemont Reservoir.** The Edgemont Reservoir pool elevation is currently at 4 foot (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. Repairs were made to a water main break on Pangborn Boulevard and Wilson Boulevard. Crews are in the process of installing a hydrant on East First Street. A hydrant was repaired on Itnyre Road.

**Laboratory**

- Collected Nitrate/Nitrite sample from Henson and Orchard Hills tanks.
- Collected bacteria and VOC samples from Henson tank.
- Collected daily disinfectant residual samples from the Smithsburg area.
- Submitted results from split sampling for metals to Plant Superintendent.
- Confirmed Lead and Copper sampling schedule with MDE.
- Completed CCR Certification.
- Scheduled propane delivery for water lab.
- 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	19	2
Grading Plans	-	-

- Staff attended a water planning meeting with Distribution Division staff.
- Staff met with a commercial developer’s consultant regarding a dual site plan with redevelopment.
- Staff attended a Plan Review Committee meeting at City Planning.
- Staff met with a developer’s representative regarding redevelopment of an existing industrial building.
- Staff met with a commercial customer regarding excess water use and allocation.

- Staff met with a contractor to discuss existing conditions and details of a commercial service upgrade.



Respectfully submitted,

A handwritten signature in blue ink that reads "Valerie A. Means". The signature is fluid and cursive.

Valerie A. Means  
City Administrator