



City of Hagerstown, Maryland Status & Information Report No. 14 for 2012

April 5, 2012

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

APRIL 2012						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 No Meeting	4	5 Suns Opening Day (Game at 7:05 pm)	6 HOLIDAY City Offices Closed	7 8am Spring into Easter at the Market 12pm Opening Day Ceremony – West End Little League (Hellane Park)
8	9	10 4 pm Work Session	11	12	13	14 10am Opening Day Ceremony - National Little League (Staley Park) 10am Opening Day Ceremony – American Little League (Hager Park)
15	16	17 3 pm Joint Meeting w/Delegation & County Commissioners 4pm Work Session	18	19	20	21
22	23	24 1pm Earth Day Celebration @ University Plaza 7pm Regular Session	25	26	27 10am Arbor Day Celebration @ Golf Course Club House	28 9am-2pm Faire on the Square
29	30					

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

BUSINESS & COMMUNITY RELATIONS DIVISION

1. **EMERGENCY REPAIR CASES – CDBG Funded Program**

The City of Hagerstown Emergency Repair Program is a CDBG funded program that provides financial assistance to low and moderate income owner-occupied households to correct conditions that pose an immediate threat to the life, health, and/or safety of the occupants. Typical conditions addressed under this program include but are not limited to: heating systems in disrepair, hot water heaters in disrepair, leaking roofs, lack of water service, and electrical hazards. Assistance is provided in the form of a grant and repayment is not required.

- 467 McDowell Avenue. The structure at 467 McDowell Avenue had a non-functioning boiler and electric space heaters were being used to heat the home. The boiler was replaced and all inspections have been completed.
- 721 Georgia Avenue. Multiple roof leaks were found at the structure at 721 Georgia Ave. New roof coating was applied and all seams were repaired to make the roof weather tight.
- 309 Radcliffe Avenue. The oil furnace was not functioning properly and potentially dangerous fumes were being emitted in the home. A new oil furnace has been installed and the final inspection is pending.

2. **EVENTS**

- **Grand Openings** The grand opening for SPIN located at 43 S. Potomac St. in City Center is slated for 10:30 a.m. on April 10th. City staff will also be scheduling the next grand opening with the Hagerstown's Children's Theater now at the Academy Theater.
- **Event Request** Wayne Kretzer requested to do a 5K event on June 2, 2012 in connection with a track meet being held at Callas Stadium on the campus of North Hagerstown High School. The race is going to be called the Joe Robeson 5K in honor of former educator and administrator Joe Robeson and will be held on June 2, 2012. They are starting and finishing at the stadium. They will be on city roads for approximately 2.1 miles but no road closures will occur.

3. **ARTS AND ENTERTAINMENT DISTRICT** Staff completed the redesignation package to the State of Maryland for the Hagerstown Arts and Entertainment District. The State of Maryland verified that the package was received on time. The City will be notified in 60 days if we are approved for redesignation. If redesignation, the new management team will begin to meet on goals and tasks.

4. **CITY MARKET**

- Easter Bunny visits from 9 a.m. to 11a.m. & Egghunt Egg-stravaganza will take place beginning at 8 a.m., only occurs while supplies last - April 7th.
- The City Market Seasonal vendors are starting to return. Loretta Martin of "Grandma's Greenhouse" returns this weekend. She sales fresh cut flowers and some produce.

5. **HAGERSTOWN CITY NEWS**

- Watch the latest newsroom stories on air at the top of every hour on Hub City on 6 and online at www.hagerstownmd.org/citynewsroom.asp
- Latest Advisories and Releases are available online at www.hagerstownmd.org/Shared/cityNews.asp
- A listing of the latest events is available online at www.hagerstownmd.org/shared/calendarOfevents.asp
- City of Hagerstown job opportunities are posted online at www.hagerstownmd.org/Shared/JobOpenings.asp

- Subscribe to **City e-Newsletter** on city homepage.
6. **Some of this Week's Headlines and Media Releases:**
- 67th Regular Session Brief
 - Hazardous Materials Incident Closes S. Potomac, Antietam Streets
 - Golf Season in Full Swing!
 - Hydrant Flushing Schedule
 - Yard Waste Collection Advisory
 - Businesses Can Sponsor Blues Fest
 - First Speed Cameras in School Zones
7. **Hub City on 6 (Channel 6)**
- Rebroadcast of the *State of the City* address is scheduled to air Saturday, Sunday, Monday and Wednesdays at 7:00 p.m.
 - Watch the City Newsroom at the top of every hour. This week's news stories include:
 - ▶ First Property Certified Under Crime-Free Housing Program
 - ▶ St. Patrick's Day 5K Run for Your Luck
 - ▶ Get Involved! Spring Recreation Leagues
 - ▶ Speed Cameras Watching Out for Students
 - ▶ Hagerstown a Haven for History Lovers
 - ▶ State of the City: Unity is the Key
 - In production:
 - ▶ SPIN Opens New Restaurant, Nightclub in City Center
 - ▶ Be Our Guest: Barbara Ingram School Presents Beauty and the Beast
 - ▶ Public Safety Snippets with Police and Fire Departments
 - ▶ Take Advantage of Minority and Women-Owned Business Incentives
8. **Websites**
- Departments are finalizing content for the new City of Hagerstown website. New site is currently scheduled to go live in mid-April.
 - Western Maryland Blues Fest website is updated with performer bios, videos and ticket information - www.blues-fest.org
 - A community group has created a website to support downtown initiatives and a multi-use facility. City staff will be contributing government information on related topics - www.supportdowntownhagerstown.com

PLANNING & CODE ADMINISTRATION DIVISION

1. **Zoning Certificates Issued For New Businesses:**
- 638-640 George Street - Sweet Dreams Deli and General Store
 - 701 Park Lane - Screentique, LLC - screen printing and promotional products

- 1710 Dual Highway - Sonic Outpost, LLC - fast-food drive-in restaurant
 - 1036 Conrad Court - Sagittarius Hair Designs, Ltd. - salon and spa
2. **Development Cases:**
 - 790 Potomac Avenue - Antietam Fire Company - site improvements
 3. **Planning Commission:** The Planning Commission will discuss the following items on April 11:
 - East First Street Rezoning
 - Draft FY 2013 Capital Improvements Program
 - (Tentative) Distribution of Second Draft of Land Management Code Revisions
 4. **Historic District Commission:** The HDC will review cases on April 12:
 - 922 The Terrace - Kathy and Joe Howell – fence
 - 2012 Preservation Awards - nominations
 5. **Code Administration Weekly Activity Report:** March 26-30, 2012

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	8	Residential -	2	Commercial -	3	Other -	3	8
Electrical	12	Residential -	5	Commercial -	6	Other -	1	12
Plumbing	8	Residential -	2	Commercial -	6	Other -	0	8
Mechanical	5	Residential -	2	Commercial -	3	Other -	0	5
Engineering Dept.	8							11
TOTAL	41		11		18		4	44

<u>Estimated Value of Weekly Issued Building Permit Projects:</u>	<u>Fiscal Year-To-Date Totals:</u>
Residential	\$ 337,655.00
Commercial	\$ 1,000.00
Apartment	\$ 5,500.00
Sign	\$ 0.00
TOTAL	\$ 344,155.00
	\$ 5,320,213.00
	\$ 17,023,688.00
	\$ 241,121.00
	\$ 360,065.00
	\$ 22,948,087.00

Building permit(s) of interest issued this week:
 Construct two single family homes at Collegiate Acres - \$240,000
 Construct a duplex on existing foundation at 925-927 Concord Street - \$80,000

RENTAL LICENSES		
<u>NUMBER</u>	<u>FACILITIES</u>	<u>UNITS</u>
Registrations Received	3	3
New Applications Issued	2	2
Total Registered Since 7/1/11	3130	8482
% of Those Invoiced	99.9	99.9

Notes: The 2011-2012 rental license renewals for 8355 units in 3053 facilities were mailed at the end of June 2011. This represents the percentage of those applications returned as of 3/30/12.

PAYMENT

Total Payments Received	\$ 150
Adjustments	\$ 50

INSPECTIONS	
TYPE	NUMBER CONDUCTED
Building	46
Electrical	47
Plumbing	19
Mechanical	11
Safety	43
Neighborhood Vitality	106
Quality of Life	20
Preventive Maintenance	0
Notes: Please note that exterior inspections of properties registered in the rental licensing program are NOT included in this total. 96% of the exterior rental licensing inspections for this program year are completed.	
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

PARKS & ENGINEERING

- Municipal Stadium** With the Suns' first game scheduled for April 5th, we are attempting to finalize installation of a fire exit, chain link fencing and a handrail on the new party deck as required by the Building Inspectors and Fire Marshall.
- Youth League Opening Days** Opening Day Ceremony for the West End Little League (Hellane Park) is Saturday, April 7th, at Noon. Opening Day Ceremony for National Little League (Staley Park) and American Little League (Hager Park) is April 14th at 10:00am.
- Utility Work Prior to Paving** Columbia Gas is completing work on Hamilton Boulevard and plan to replace approximately 600 L.F. of main on Marshall Street between Stratford Avenue and Central Avenue. Originally, they planned to be out in the street; however, with two water mains and a sewer main to work around, they plan to be under the sidewalk on the north side of the street so several residents will be getting new sidewalks.
- Hagerstown Greens Golf Course** Expansion of the new Pro Shop continues; we are now installing cabinets and formica tops and painting the interior. We are also working with the contractor to blacktop the entrance and walkways.

POLICE DEPARTMENT

STATS

Calls for Service:	1,867	CDS Arrest:	2
Criminal Arrest/Warrants:	13	DUI Arrests:	1
Moving Violations:	54	Search Warrants Executed:	0
Safety Repair Orders:	18	Parking:	25

2. **REPORTS**

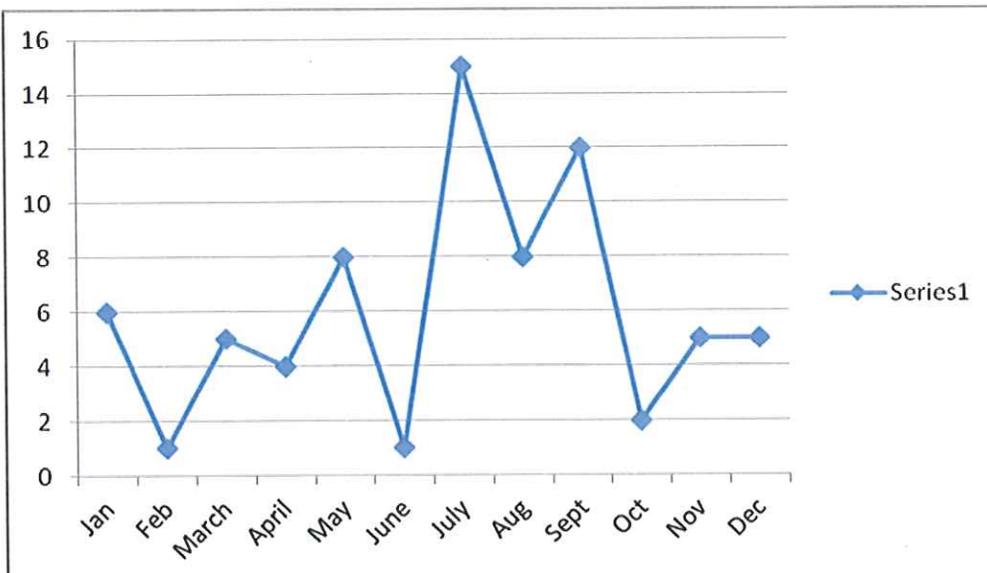
- **03/28/12:** Officer Rossiter responded to Byrd Tire at 1835 Dual Highway for a reported theft scheme. An employee stated she was approached by a white male approximately 30 years old inquiring about tires. The suspect claimed he had 4-wheelers for sale and he had titles and all proper paperwork for them. He further stated that if she was interested he would have one delivered to Byrd Tire on a flatbed truck all boxed up within the hour. The employee paid the suspect for the 4-wheeler but the vehicle was never delivered. This case has been forwarded to the Criminal Investigation Division.
- **03/28/12:** Officer Duffey responded to the area of Jonathan Street in reference to an assault involving a baseball bat. The victim was bleeding from a laceration on his forehead and complaining of minor pain. CRS arrived to treat the victim but minutes after getting into the ambulance, he refused treatment. The victim explained he thought the assault was an accident. He was trying to enter the home of his girlfriend and she thought he was an intruder. When the door opened she swung the bat striking his head. It was determined the assault was due to mistaken identity and both parties did not want any further police involvement.
- **03/31/12:** Officer Isaacs was dispatched to Elgin Boulevard for a report of a burglary. The victim stated that an unknown suspect cut the lock off his shed that is located at the rear of his property. The suspect removed nine chain saws from the shed. The victim advised he did not hear or see anything out of the ordinary and had no issues with any of his neighbors. No further information is available at this time.

PUBLIC WORKS

1. **March Call-outs:** Public Works staff reported to four separate, after-hour callouts. The breakdown of issues is as follows:

1	Limbs in the street	Limbs were from a private tree; limbs placed back into yard
2	Traffic Signals	Both were for intersections on flash
1	Manhole Cover	Lid was removed causing a trip/fall hazard

The following chart indicates the number of after-hour issues in calendar year 2011. The call-outs vary from a low of 1 in the months of February and June to a high of 15 in July. This does not reflect any snow storms, but issues above and beyond snow.



2. **Blues Fest:** Staff has been meeting to discuss the details of the 17th Annual Blues Fest to take place May 31–June 3. We will be working with a new vendor that will supply the tents, tables and other incidentals. Smithsburg’s graduation will not take place the Friday afternoon of Blues as it has the last several years. Their graduation ceremony downtown has made it challenging to set-up Blues and provide enough parking space. However, staff has worked well with the schools to assist with their parking needs

UTILITIES DEPARTMENT

ELECTRIC DIVISION

1. **Problem Areas.** Recent call-outs included:
- Sat. 3/31 - 432 McDowell Avenue- total outage; lineman found customer’s main breaker was bad and advised them to contact an electrician for needed repairs. Time Out: 20.4-21.3
- Mon. 4/2 - 3 Madison Avenue- partial outage; one leg of open wire service had burnt down, triplex was replaced to correct problem and restore power. Time Out: 6.3-7.0

2. **Distribution** Recent activity included:
- Metering Department received two high bill complaints this week; upon testing, meters were found to have met COMAR regulations.
 - Line crews continue annual feeder inspections for Wesel Substation.
 - Line crews continue trimming trees in various residential locations.
 - Line crews have been assisting the Engineering staff with re-vamping and other maintenance related to the Carroll Heights Project.
 - Line crews performed various service upgrades and meter installations.
 - Staff assisted Support Services for customer disconnect for non-payment, reconnects, and other service orders.
 - Continued with pole inspections and re-tagging throughout the City of Hagerstown.

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

3. **Engineering** Staff worked on the following projects:
- Engineering staff updated its Electrical Service and Streetlight manuals for submission once the City’s Master Manual requires it.
 - The Staff Engineer began discussions with S&C, the makers of high voltage switches used by HLD, to solve an issue of theft of copper switch parts.
 - The Staff Engineer began planning an informative release for residents where HLD will be actively maintaining pad-mounted equipment this spring to comply with its safety and operational requirements.
 - The Staff Engineer developed specifications for new hardware to be used on HLD’s system, and prepared orders for poles and transformers needed to keep up with HLD’s new business and maintenance projects.
 - Engineering staff reviewed multiple jobs and proposals from firms doing electrical work within the City.

- Staff performed additions and corrections in HLD's electric GIS model and assisted Distribution staff with underground locating.

3. **Administration:**

- Staff met with Standard Solar at the Breichner Water Treatment Plant in Smithsburg for an initial site visit to determine the feasibility of a solar installation at this location. This group will review what they have observed and present the Utilities Department with a study to see if they can compete with the present Potomac Edison rates.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, March 28, 2011	6.91	0.18
Thursday, March 29, 2011	6.75	0.00
Friday, March 30, 2011	6.45	0.00
Saturday, March 31, 2011	6.40	0.00
Sunday, April 01, 2012	6.54	0.09
Monday, April 02, 2012	6.82	0.07
Tuesday, April 03, 2012	6.60	0.00
Weekly Average/Total	6.64	0.34
Monthly Average/Total	7.46	1.10
Yearly Average/Total	7.68	6.03

Wastewater Treatment Plant

- The WWTP continues to operate within its permitted parameters.
- Charlie Hatifield from the State of Maryland was in for the yearly plant inspection on 3/28/2012. He also completed a WWTP laboratory inspection with Ron Wicks.
- Maintenance crew replaced another air lift tube on the filters.

Wastewater Collection System

Activity	Districts	L. F. main	Feet of lateral	# Inspected
Flushing	7 & 30	10,150		
Point Repairs		# of Repairs	Reason	L.F. of Repairs
Main Line Only	6	2	Broken Pipe	12
Lateral Only	6	1	Roots	20

Collection System Maintenance Task

Pump Station

- Cleaned wet well, removed old floats, pulled and installed new floats and muffin monster cable to terminal box at pump station #10. This completes the new control work for this station. Everything is new and PLC driven.

Call-Out:

- Received a call from Roto Rooter regarding a backup at 920 Northern Avenue. Responded but they had the line open when our crew arrived.

Miscellaneous:

- Flushing troubled spot throughout the infrastructure.
- Three employees doing a webinar for PACP training.

- Installed new seal on unit 527 hose reel pump.
- Bio-bags through the infrastructure to control FOG.
- Exercised all emergency Generators.
- Downloaded flow data a Newgate and Meritus.

Administration

Wastewater Division – Customer Call Log Summary 2012							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	1	0	0	1	0	2	4
YTD	17	16	7	2	2	19	63

* Other - consist of calls that maybe 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 commercial developer regarding several on-going projects.
- Staff met with State Highway Administration representatives regarding completion of field discrepancies on the Edgewood Dual Highway Intersection Improvements project.

Wastewater Laboratory

- The lab collected, tested, and processed over 2,000 analyses from the treatment stream for the month of March.
- MDE State inspectors Ron Wicks and Charles Hatfield made an inspection of the laboratory.
- Regulatory and process sampling and testing were routine for the week.

WATER DIVISION

Plant Flows - System Demand (MGD)

Date	<u>Willson</u>	<u>Breichner</u>	Total
3/29/12	11.49		11.49
3/30/12	11.47		11.47
3/31/12	10.97		10.97
4/01/12	11.26		11.26
4/02/12	11.48		11.48
4/03/12	11.44		11.44
Average			11.35

Water Production at RC Willson

- Operations
 - Completing routine PMs
 - Mowing
- Maintenance
 - R C Willson - Performing routine PMs
 - Pump Stations - Re-installed Pump #2 motor at P.S. #3

- Instrumentation

- R. C. Willson - Installing the new network cabinets in the filter room (this is a large job and will take several weeks to complete).
- Pump Stations - Re-installed Pump #2 motor at P.S. #3
- Pump Stations - Installing leak detectors on the hypo pumps at all stations

Water Production at Breichner

- The Edgemont Reservoir is currently at -2.6'; the bypass is open and the hydrant is open.

Water Distribution

- Distribution crews are working throughout the system performing customer service duties along with meter exchanges. We are continuing to do general service work, replacing meter tiles, checking for galvanized services and installing dual checks on services on the streets scheduled for overlay. We are relocating services on Marsh Pike for the County and replacing a hydrant on Hamilton Blvd.

Laboratory

- Regulatory and process sampling and testing were routine for the week.
- The lab collected over 90 samples throughout the distribution system and analyzed them for microbiological contaminants and other required parameters.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plan	3	5
Building Permit	8	

- Staff attended a development review meeting at the County Planning Office.
- Staff met with a commercial developer on several on-going projects.
- Staff met with representatives of Hagerstown Ford, the Massey property and Distribution staff regarding multiple water services.
- Staff met with State Highway Administration representatives regarding the completion of field discrepancies on the Edgewood/Dual Highway Intersection Improvements project.
- Staff met with a fire protection company representative regarding a commercial expansion project.

Respectfully submitted,



Bruce Zimmerman
City Administrator