

CITY OF HAGERSTOWN, MARYLAND

STATUS & INFORMATION REPORT NO. 46 FOR 2017



November 17, 2017

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

<h2 style="margin: 0;">NOVEMBER 2017</h2> <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 http://www.hagerstownmd.org/calendar.aspx</p>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7 3:30pm Executive Session 4pm Work Session	8 7pm Planning Commission Meeting	9 4pm Board of Traffic & Parking 4:30pm Historic District Commission Meeting	10 HOLIDAY CITY OFFICES CLOSED	11
12	13	14 4pm Work Session	15 7pm Board of Zoning Appeals	16	17 5-6:30pm City Center Tree Lighting	18
19	20	21 3:30pm Executive Session 4pm Work Session	22	23 HOLIDAY CITY OFFICES CLOSED	24 HOLIDAY CITY OFFICES CLOSED	25
26	27	28 7pm Regular Session	29	30		

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

Hub City Business Competition: Staff along with other Entrepreneur Council of Washington County team members coordinated the Hub City Business Plan Competition on Tuesday evening. Nine Washington County contestants pitched their business plan in front of three judges and to an audience of over 100. Audience Favorite was a tie going to Modern Veggie Eatery and Deliteful Dairy and they each received \$250. Third place went to Fades Away Tattoo who received \$750, second place went to Little Bear Apiary who received \$1,500, and first place went to Pura Vida who received \$2,500. All top three winners also received six-month free membership to the Chamber of Commerce.

Main Street/Downtown Updates:

- Staff spoke to Frostburg State University Business students about the Department of Community and Economic Development and the services and incentives the department offers to businesses.
- Staff hosted the monthly Downtown Business Owner Forum with guest speakers Paul Frey and Bob Jones of Main Street's Business Relations work group. They informed the group of results from the consumer focus groups held during the summer months.

- Staff hosted Manning Media at the BuroBox on Thursday for a Lunch and Learn hour focused on digital marketing.
- Staff completed the Arts & Entertainment District Annual Report and submitted the document to the State on Friday.

Grand Opening: Staff welcomed Arisu during a Grand Opening ceremony on Tuesday afternoon. Arisu is under new ownership and offers authentic Korean cuisine.

Events: Upcoming events include:

- City Center Tree Lighting: The City Center Tree Lighting Event will occur on Friday, November 17. Activities will begin at 5 p.m. and the tree will be lit at 6 p.m.
- Christkindle Markt: Saturday, December 2 | 12–6 p.m. Main Street Hagerstown presents the First Annual Christkindle Markt – a staple found in many German cities. Stop in downtown Hagerstown to shop from different artisan vendors, sample German cuisine, and enjoy children’s activities and visit from Santa.
- Hollyfest: The 28th Annual Hollyfest will take place at the Maryland Theatre on Saturday, December 2 at 7 p.m.

FIRE DEPARTMENT

FIRE DEPARTMENT CALLS FOR ASSISTANCE			
House Fires	0	Community Risk Reduction	13
Building Fires	2	Public Service	3
Medical Assistance	34	Personal Injury Collision	10
Assist other Fire Departments	15	Fuel/Hazard Spills	0
Automatic Fire Alarms	9	Gas Leaks	3
Victim Assistance	0	Investigation: Odor, Smoke, Fire	2
Downed Power Lines	2	Dumpster/Outside Fires	0

INFORMATION TECHNOLOGY, COMMUNICATION & SUPPORT SERVICES

COMMUNICATIONS

Media Releases:

- Applications Being Accepted for Vacant Councilmember Position

Channel 25:

- Watch the **Hub City Now** Newsroom at the top of every hour. This week’s news stories include:
 - o City Holiday events commercial
 - o Valley Coop commercial
 - o GigaHub City Promotion
 - o BuroBox commercial
- Special Broadcasts:
 - o Urban Improvement Project Public Information
 - Wednesday at 7 p.m.
 - Sunday at 12 p.m.

Websites:

- **City Website:**

- o About **6,400** users visited www.hagerstownmd.org for the week of November 6-11, 2017 (-2,000 visitors from last week)
- o Top entrances (first page users accessed on the website)
 - Home Page 1,808
 - Utility Billing Page 609
 - Jobs Page 227
 - Police Page 186
- o Top Searches:
 - "jobs"
 - "trash & recycling"
 - "bill pay"
 - "gis"
 - "police report"

PARKS & ENGINEERING

ENGINEERING DIVISION

1. **Pavement Preservation.** The contractor is milling and overlaying Salem Avenue and Marshall Street this week. Pavement markings will follow soon.
2. **Alley Reconstruction Program 2017.** The contractor completed alleys 1-041 and 4-021 and is starting on Alley 2-074. The last Alley #3-015 will follow and contract should be completed by early December.
3. **2017 Bikeway Grant.**
 - The contractor placed bike lane lines and pavement marking symbols on several streets and we expect they will complete them by end of calendar year. The only carryover will likely be permission from State to use green bike boxes at two intersections.
 - Public Works has ordered the signs for these bike lanes and should start installing them in a week or two.
 - Our contractor has started construction of the ramps to the elevated sidewalk under the Mitchell Avenue underpass.
 - We sent a layout of bike lane pavement markings to County for approval to extend the Oak Hill Avenue bike lane to Cathedral Avenue as requested by the State.
4. **Stormwater Utility.** A RFP was advertised this week and we solicited firms we know have interest.
5. **Board of Traffic & Parking.** The Board discussed speeding on McComas Street. We will prepare a petition for the residents to request a speed hump and if more than 50% of the residents sign the petition, we will proceed with the placement of one.
6. **Engineering Statistics.**

Traffic issues		
Description	Week of 11/12/17	2017 TOTALS
Traffic complaints received	2	147
Work Orders completed	1	114
Traffic counts completed	2	59

Construction Projects		
Description	Week of 11/12/17	2017 TOTALS
Projects advertised for bids	0	13
Projects under construction	7	10
Projects completed	2	6

PARKS DIVISION

- City Park Tree Lighting.** The event is being planned for Friday, December 1st from 6-9 p.m. Staff worked on a revised layout for the stage and hospitality tent in order to consolidate the activities. A revised map is attached. Traffic control and street closures will be the same as last year. Key Street will remain closed until sometime the next morning because the hospitality tent will be erected on Key Street and will not be taken down until the next morning.
- Golf Course.** Winter hours are in effect, 8 a.m. – 5 p.m. The Turkey Cup 2 Man Scramble Golf Tournament scheduled for Saturday, November 18th at 12 p.m. is SOLD OUT with 40 golfers registered! In case of inclement weather, a rain date is scheduled for Sunday, November 19th. The course is closed on Thanksgiving Day.
- Railroad Pavilion.** We continue to construct a pavilion at the Hagerstown Railroad Museum.

PLANNING & CODE ADMINISTRATION

- New Development Review Cases:**
 - 1301 Potomac Avenue – Eklund Family, LLC – rezoning request for a Local Conversion District Overlay.
- Historic District Commission:** The HDC took the following actions on November 9:
 - 140 West Antietam Street – WLR Investments – approved replacement windows and rear porch replacement.
 - 17 East Avenue – Mark Bartel – approved a black metal fence.
 - 30 East North Avenue – Andrew Escalet – approved a six-month extension of an approval for a porch repair (originally approved in September 2016).
 - Workshop for a front door replacement at 140 West Antietam Street.

Weekly Activity Report: November 6–9, 2017

PERMITS								
TYPE	NUMBER OF NEW APPLICATIONS							NUMBER ISSUED
		Residential -		Commercial -		Other -		
Building	13	8		4		1		7
Electric	15	7		8		0		15
Plumbing	13	7		3		3		13
Mechanical	2	1		1		0		2
Engineering Dept.	9							8
TOTAL	52	23		16		4		45
Est. Value of Issued Building Permit Projects:					Fiscal Year Totals:			
Residential				\$ 61,155.00				\$ 1,478,767.00
Commercial				\$ 1,951,500.00				\$ 12,346,040.00
Apartment				\$ 0.00				\$ 192,340.00
Sign				\$ 0.00				\$ 162,855.00
TOTAL				\$ 2,012,655.00				\$ 14,180,002.00

Projects of Interest		
- Construct new rental car facility for Enterprise Rent A Car at 700 Dual Highway - \$800,000		
- Construct new car wash building for Enterprise Rent A Car at 700 Dual Highway - \$500,000		
- Redesign kitchen and dining room, remove a wall at 1018 Potomac Avenue - \$46,955		
- Interior renovations to 1 st floor and 3 rd floor at 24 North Walnut Street - \$650,000		
RENTAL LICENSING PROGRAM YEAR: JULY 1, 2017 – JUNE 30, 2018		
	PROPERTIES	UNITS
Registrations received week of Nov 6 – Nov 9	6	8
New applications issued week of Nov 6 – Nov 9	3	3
Total 2017-2018 registered (includes additions and subtractions since 5/1/17)	3,546	9,242
Percentage of rental license renewals that have registered as of November 3, 2017	97.7%	98.9%
Notes: The 2017-2018 rental license renewals for 9,345 units in 3,624 properties were mailed on May 4, 2017. On October 16, a Notice of Violation was posted and mailed to owners who have failed to renew their licenses, giving them until November 17 to register or be fined.		
PAYMENT		
Weekly payment received	\$ 650	
Weekly adjustment/credits	\$ 0	
INSPECTIONS		
TYPE	NUMBER CONDUCTED	
Building	19	
Electrical	26	
Plumbing	25	
Mechanical	15	
Safety	31	
Neighborhood Vitality	33	
Quality of Life	8	
Preventive Maintenance	51	
Planning & Zoning	3	
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:	1,687	Field Interviews:	38
Arrests/Warrants Served:	30	Moving Violations:	28
Domestic Violence Calls:	20	Parking Violations:	203
DUI Arrests:	2	Safety Repair Orders:	6
Reports Filed:	183	Warnings:	22

REPORTS

11/09/17: Officer C. Koontz responded to West Church for a theft in progress. The caller advised he works for the railroad and as the train went past Maryland Metals he observed two males going through vehicles inside a fenced area. The suspects fled the area when they realized they were seen. The owner of the business arrived at the scene and discovered a large truck tool box was filled with scrap metal. No further information at this time.

11/10/17: Officer Routhier was dispatched to East Washington Street for a burglary report. The victims stated they are in the process of moving from their current residence when they discovered a paper shredder, TV, cordless drill and a full size violin missing from their residence. The approximate total value of the missing items is \$2,000. There is no suspect at this time.

11/11/17: Sgt. Bobetich responded to West Franklin Street for an active fight in the street. A small group of four to five subjects began throwing punches at one another. When this happened, other individuals in the area became involved. The officer gave an order to stop fighting and to leave the area. The crowd ignored the order and the officer deployed his fogger spray to disperse the crowd. The group just moved away from that area and continued to fight. Officer Cline arrived to assist Sgt. Bobetich and two males were transported to Central Booking and charged with Disorderly Conduct and Fail to Obey Lawful Order.

11/14/17: Officer Eichelberger was dispatched to Potomac Street for a burglary in progress. Dispatch advised that someone or something was inside their home as there was a noise coming from the sunroom. Once the officer arrived, he saw a pile of clothes and electronic items in the foyer. The officer went upstairs and again saw piles of clothes at a doorway. As the officer walked into another room, he noticed a hand coming from the rear of the washer and dryer. The officer ordered the suspect to come out from behind the appliances. The individual complied after several commands and was then placed under arrest. Numerous items were found in his pockets that belonged to the victims. He was charged with Burglary 1st, 3rd and 4th degree.

PRESS RELEASES

On 11/14/17 at 7:23 p.m. officers responded to the 700 block of the Dual Highway for a report of a male laying in the westbound travel lanes. Upon arrival officers located 28 year old Andrew Aaron Butler of Hagerstown, Maryland, suffering from a life threatening stab wound. Butler was transported to Meritus Medical Center where he was pronounced dead. The police department is seeking the public's assistance. If you were present in the area at the time the victim was located or saw anything suspicious, please contact HPD. Also, if you had any contact with the victim Andrew Butler prior to this incident, you are asked to please contact Detective Dietz at 301.790.3700 x253 or x234.

**** UPDATE **** Detectives from HPD have made an arrest in the connection with the stabbing death of 28 year old Andrew Aaron Butler. On 11/16/17, officers pulled over a vehicle in the 400 block of West Franklin Street in connection with the homicide. In that vehicle was 44 year old Kareem Jabber Wise of Brooklyn, New York. Wise was taken into custody without incident and charged with 1st and 2nd degree murder, 1st and 2nd degree assault and reckless endangerment.

Through the investigation it was determined there was an association between the victim and the suspect. The incident started in the 300 block of Dual Highway and continued into the 400 block of westbound, where Butler was stabbed. Butler was located in the 700 block of Dual Highway suffering from his life threatening injuries.

Kareem Jabber Wise was transported to Washington County Detention Center where he is being held pending a bond review today.

PUBLIC WORKS

CHART NO. 1 – GENERAL PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	217	216
	University District Deck	422	421
	Parking Lots	359	358
Number of Patrons Using Decks	A & E Deck	2002	1683
	University District Deck	1797	1820
Sales of Discount Coupons		0	0
Number of Citations Issued	(Includes Warnings)	209	232
Number of Cars Booted		0	1
Late Payment Notifications		61	52
Peak Occupancy (%)	A & E Deck	*98 Sun @ 4 PM	88% Sat @ 10PM
	University District Deck	64% Wed @ Noon	57% Tue @ 2PM

*MD Theater Event

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

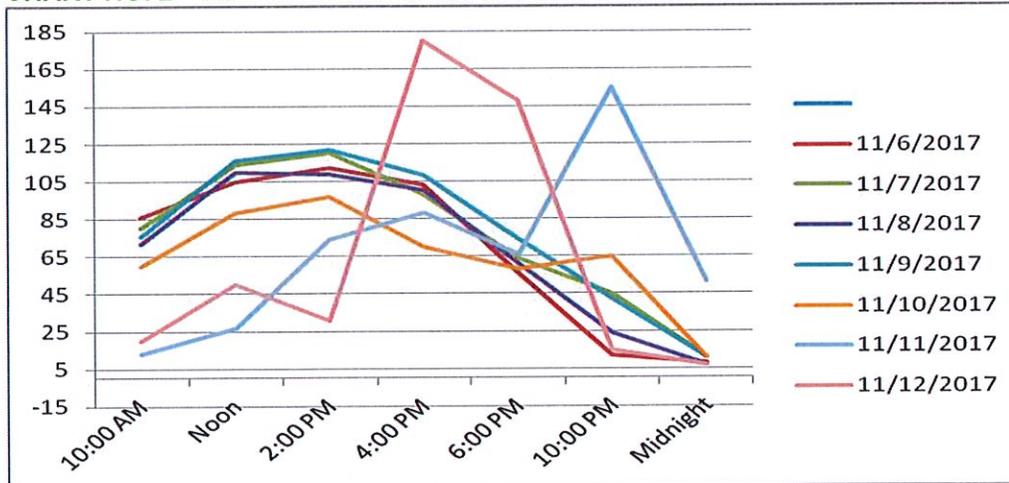
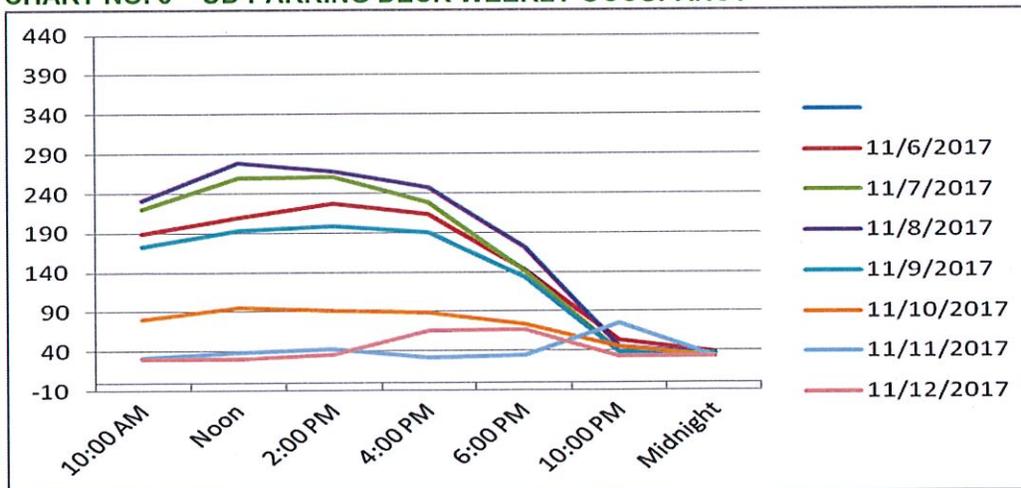


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	0
Fire	0	2
Human Resources	0	0
Light	1	3
Parks & Engineering	0	1
Police	11	3
Public Works	3	4
Wastewater	1	3
Water	8	5
Weekly Totals	24	21

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Problem Areas

- Fri. 11/10 - 442 Jefferson Street- reconnection of service for customer. Time Out: 12.7-13.2
- Sat. 11/11 - 326 Dayspring Lane- Miss Utility locate; emergency locate for Columbia Gas to make repairs to a gas main break. Time Out: 9.2-10.0
- 13 Berger Avenue- partial outage; connectors at the house were found to be faulty and were replaced. Time Out: 14.0-15.2
- Sun. 11/12 - 921 Beechwood Drive- Miss Utility locate; emergency locate for Hagerstown Water Department to make repairs to water main break. Time Out: 17.0-17.7
- Tues. 11/14 - 8 Park Avenue- Miss Utility locate; emergency locate for Columbia Gas to make repairs to a gas main break. Time Out: 6.2-6.8

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

Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- The Staff Engineer worked with distribution on a mock up of HLD's new recloser installations.
- Engineering staff assisted our contractor with substation power transformer quality testing.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, November 8, 2017	7.11	0.00
Thursday, November 9, 2017	6.85	0.04
Friday, November 10, 2017	6.48	0.00
Saturday, November 11, 2017	6.25	0.00
Sunday, November 12, 2017	6.19	0.01
Monday, November 13, 2017	6.47	0.04
Tuesday, November 14, 2017	6.38	0.00
Weekly – Avg. Flow / Total Rainfall	6.53	0.09
Nov - Avg. Flow/Total Rainfall	6.71	0.91

Miscellaneous

- Continued working on pneumatic controls and wiring for boiler.
- Continued making preparations for sponge removal procedure.
- Troubleshoot wiring and faulty LEL alarm on OAB Deck (#1 Train/Stage #1).
- Replaced Vesconite Bearing and SS housing on #1 Pista Grit unit.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	28	682'	145'	5
Flushing	1,31	13,313'		

Collection System Maintenance Task

- Grinder pump call at 1529 Kensington Drive, Grease in tank, pumped out, notification letter sent.
- Grinder pump call at 1533 Kensington Drive, Grease in tank, pumped out, notification letter sent.
- Grinder pump call at 11001 Palmwood Court, replaced pump.
- Grinder pump call at 11114 Pinewood Circle, cleaned pressure tube.
- Odor complaint, 13021 Pennsylvania Avenue, referred to WCWSD and contacted County to set up chemical feed rate.
- Sewer back up at 1121 West Washington Street, problem on the private side.
- Sewer back up at 26 West Irvin Avenue, problem on the private side.
- Sewer back up at 1337 Marshall Street, problem on the private side.
- Cleaned wet wells at Pump Stations 1, 10, 15, 17, 22 and 23.
- Excavated, concreted, and installed asphalt patches at 905 Dewey Avenue and alley at rear of 1024 Pennsylvania Avenue.

- Installed 10 risers for Overlay program on Marshall Street.
- General pump shop repair work.
- Continued working on test SCADA at Station 7.

Administration

Wastewater Division – Customer Call Log Summary 2017							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	2	3	1	0	0	2	8
YTD 2017	59	85	6	6	1	80	236

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

Engineering

- Staff continues with planning and preliminary design tasks for the replacement of Pump Station # 6. Procurement of site survey services is in progress.

Laboratory

- Scheduled annual Industrial Pretreatment inspection for Pinnacle Foods.
- Met with Sierra Nevada regarding unpermitted industrial discharge.
- Re-sampled Volvo due to contract labs loss of original sample.
- Prepared reagents for Lachat operation.
- 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>
11/09/17	10.50		10.50
11/10/17	10.06		10.06
11/11/17	10.05		10.05
11/12/17	9.84		9.84
11/13/17	10.49		10.49
11/14/17	10.31		10.31
11/15/17	10.45		10.45
Average			10.24

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 – Repairs are being made to the Bisulfite feed line.
 - RC Willson – Upgrades are in progress on the software.
 - RC Willson –The 4-way function valve is being repaired.

Water Production at Breichner/Edgemont Reservoir. The Edgemont Reservoir pool elevation is currently at .5 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 leak on Rowland Avenue and Salem Avenue. New services were added in the Emerald Pointe community.

Laboratory

- Collected monthly TOC removal efficiency samples.
- Collected 4th quarter DBPs samples.
- Re-sampled new main off Showalter Drive.
- Collected monthly distribution samples for the monitoring of nitrification.
- Collected lagoon discharge composite sample.
- Process and regulatory testing were routine for the week.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	1	1
Preliminary Plats	-	-
Final Plats	1	-
Building Permits	23	7

- Staff attended a Water and Wastewater Operators Association meeting in Frederick.
- Staff met with a consultant to discuss the reactivation of the MVA water service modification project.



Respectfully submitted,

Valerie A. Means
City Administrator

