



# City of Hagerstown, Maryland Status & Information Report No. 11 for 2012

March 16, 2012

To Mayor Bruchey and Members of the City Council:

## UPCOMING MEETINGS

MARCH 2012						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 7pm Cabin Fever Blues Bash @ MD Theatre	2	3
4	5	6 4pm Joint Work Session w/County Commissioners	7	8	9	10
11	12	13 4pm Work Session	14	15	16	17 5am-Noon St. Patrick's Day at the Farmers Market  10am St. Patrick's Day Run @ City Center
18	19	20 4pm Work Session	21	22	23	24
25	26	27 7pm Regular Session	28	29	30	31

## DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

### BUSINESS & COMMUNITY RELATIONS DIVISION

1. **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](http://www.hagerstownmd.org/citynewsroom.asp)
  - Latest Advisories and Releases are available online at [www.hagerstownmd.org/Shared/cityNews.asp](http://www.hagerstownmd.org/Shared/cityNews.asp)
  - A listing of the latest events is available online at [www.hagerstownmd.org/shared/calendarOfevents.asp](http://www.hagerstownmd.org/shared/calendarOfevents.asp)
  - City of Hagerstown job opportunities are posted online at [www.hagerstownmd.org/Shared/JobOpenings.asp](http://www.hagerstownmd.org/Shared/JobOpenings.asp)

- Subscribe to **City e-Newsletter** on city homepage.
- **WE NOW HAVE OVER 800 "LIKES" AND COUNTING ON FACEBOOK!!!**
- **Some of this Week's Headlines and Media Releases:**
  - ▶ City College: The Ins and Outs of Your Local Government
  - ▶ First Speed Cameras Installed in School Zones
  - ▶ Hydrant Flushing Schedule for March
  - ▶ Yard Waste Collection Advisory
  - ▶ Traffic Advisory - City Center
  - ▶ FREE Networking Events for Business
  - ▶ Businesses Can Sponsor Blues Fest

2. **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 in the City Newsroom at the top of every hour. This week's news stories include:
  - ▶ Speed Cameras Keeping Kids Safe on Northern Avenue
  - ▶ Hagerstown Named a Haven for History Buff Retirees
  - ▶ State of the City: Unity is the Key
  - ▶ Black History Month: A Tribute to Leon Brumback
- In production: Recreation Spring Leagues

3. **Websites:**

- Western Maryland Blues Fest 2012 website is online. Website features performer bios, YouTube videos and performance schedule. Sponsorship packages and food vendor applications are available for download on the Blues Fest homepage.
- Departments are finalizing content for the new City of Hagerstown website. New site is currently scheduled to go live in mid April.

4. **Ecads:** Ecads are being created for Hagerstown's City College and Minority and Women Owned Businesses: Marketing Your Business through Social Media

**PLANNING & CODE ADMINISTRATION DIVISION**

1. **Zoning Certificates Issued For New Businesses:**

- 34 Fairground Avenue - Andrew Campos - home work station for off-premises sales of gifts and toys

2. **Historic District Commission:**

- The HDC reviewed and approved four cases on March 8.
  - ▶ 2 West Washington Street - Jassmin Coffee - new signage
  - ▶ 400 Park Lane - Susan and Paul Pritchard - rear stoop
  - ▶ 36-40 North Potomac Street (Rocky's Pizza) - City of Hagerstown - temporary banner
  - ▶ 36-40 North Potomac Street - City of Hagerstown - facade repair and new windows

- The Staff and the HDC really responded well this week, when it was discovered that the front brick wall at 36-40 North Potomac Street was structurally unsound and in danger of collapse. The only way to repair the wall was to take it almost entirely down and rebuild it. In less than one day, staff worked to formulate a plan and select historically appropriate materials for use in rebuilding the facade. The HDC met that afternoon, and approved the change in the scope of work, and the facade can now be rebuilt. Elapsed time from discovery of problem to resolution: 7 hours. The following morning staff worked with the Maryland Historic Trust and had secured their approval by midday.
  - The HDC will be reviewing the following cases on March 22:
    - ▶ 239 North Locust Street (Alms House) - City of Hagerstown - proposed parking lot and landscape area with storm drain system
    - ▶ 114 North Potomac Street - Oak Hill Interior Design, LLC - sign and grant
3. **Planning Commission:** The Planning Commission considered the following items on March 14:
- 625 North Prospect Street - Hub Scrap - approved a site plan Hub Scrap's new transfer station and outdoor warehouse
  - Locust and East Avenue Pocket Park - City of Hagerstown - made several suggestions for the park including lighting concerns and recommendations for landscaping
  - Northern Avenue McDonald's - commission members had concerns about the site lighting and asked staff to make sure the lighting as installed conforms to the approved site plan
4. **Heart of the Civil War Heritage Area:** Steve Bockmiller attended an HCWHA meeting on Thursday at Monocacy National Battlefield to participate in the rating and ranking of 16 grant request for MHAA funding. The HCWHA received more grant requests from within its authorized area than any other heritage area in the state, which may bode well for securing a higher proportion of the available State grant money to this region. Of the 16 grant applications submitted, five relate to Hagerstown and Washington County.
5. **Code Administration Weekly Activity Report:** March 5 – March 9, 2012

<b>PERMITS</b>								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	4	Residential -	1	Commercial -	2	Other -	1	9
Electrical	12	Residential -	4	Commercial -	7	Other -	1	12
Plumbing	11	Residential -	9	Commercial -	2	Other -	0	11
Mechanical	3	Residential -	2	Commercial -	1	Other -	0	3
Engineering Dept.	14							15
<b>TOTAL</b>	<b>44</b>		<b>16</b>		<b>12</b>		<b>2</b>	<b>50</b>
<b>Estimated Value of Weekly Issued Building Permit Projects:</b>					<b>Fiscal Year-To-Date Totals:</b>			
Residential	\$ 14,850.00				\$ 4,923,683.00			
Commercial	\$ 1,981,016.00				\$ 16,944,188.00			
Apartment	\$ 47,500.00				\$ 229,821.00			
Sign	\$ 10,450.00				\$ 359,265.00			
<b>TOTAL</b>	<b>\$ 2,053,816.00</b>				<b>\$ 22,376,957.00</b>			
<b>Building permit(s) of interest issued this week:</b>								
Interior Renovations to three story building for group home at 25 East North Avenue - \$1,600,000								
Construct a new 1,516 sq. ft. structure for Sonic at 1710 Dual Highway - \$350,000								
Demolition of 147-151 West Franklin Street - \$46,500								

<b>RENTAL LICENSES</b>		
<u>NUMBER</u>	<u>FACILITIES</u>	<u>UNITS</u>
Registrations Received	1	1
New Applications Issued	4	5
Total Registered Since 7/1/11	3115	8457
% of Those Invoiced	99.9	99.9
<b>Notes:</b> 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 3/9/12.		
<b>PAYMENT</b>		
Total Payments Received	\$ 50	
Adjustments	\$ 100	
<b>INSPECTIONS</b>		
<u>TYPE</u>	<u>NUMBER CONDUCTED</u>	
Building	35	
Electrical	27	
Plumbing	33	
Mechanical	5	
Safety	9	
Neighborhood Vitality	99	
Quality of Life	10	
Preventive Maintenance	0	
<b>Notes:</b> 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.		
<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 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	

## PARKS & ENGINEERING

1. **Municipal Stadium Party Deck** Construction of the steps and barrier free ramp is now complete. We also constructed a 4' X 32' advertising space above the batting cage and replaced the split/warped boards on the bleachers. The next step is to install chain link fence with a gate and panic bar for an emergency fire exit. Opening day is April 5<sup>th</sup> against the West Virginia Power.
2. **Hagerstown Greens Golf Course** All the exterior work should be completed this week except for minor landscaping and blacktop. The next step for the interior is to install a pine tongue & groove ceiling and molding. The course reopens (after winter shutdown) this Saturday, March 17<sup>th</sup> with "underconstruction" discounts applying.
3. **Park Season Start-Up March 30<sup>th</sup>** Although the water has been turned on in all our parks and recreational facilities, the restrooms in our parks will remain closed until March 30<sup>th</sup> at which time our Park Attendants return for the park season. (Our grounds maintenance seasonal employees are returning March 26<sup>th</sup>).

4. **Recreation Events** Each activity will continue for 10 weeks at the same park unless the number of participants exceeds the allotted space. For more information, contact Andy Hoffman at [ahoffman@hagerstownmd.org](mailto:ahoffman@hagerstownmd.org) or by calling 301-739-8577, ext. 180.
  - **Coed Adult Kickball:** Held at Hager Park, 27 men and women participated during our first night of Coed Adult Kickball on Monday, March 12, 6pm – 8pm. Individuals can still sign up for a \$30 fee or as a team (up to 15 players) for \$250.
  - **Adult Outdoor Basketball:** Held at Fairgrounds Park, opening night is Sunday, March 18<sup>th</sup>, 6–10 p.m. Individuals can sign up for a \$40 fee or as a team (up to 10 players) for \$350.
  - **4v4 Flag Football:** Opening night for this non-contact sport, held at Pangborn Park, is Wednesday, March 21<sup>st</sup>, 6pm – 8pm. Individuals can sign up for a \$40 fee or as a team (up to 8 players) for \$300.
5. **Downtown Signal Issues** We have noticed some issues with the traffic signal timing on US 40 through Hagerstown, and received numerous complaints from residents and Police. Staff is reviewing with the Maryland State Highway Administration to resolve the issues.
6. **Mill Street Extension** Staff met with the Locust Point Neighborhood First Group on Tuesday night to discuss the possible completion of a 200' section of Mill Street as part of new Bester Elementary School. The group of roughly 25 citizens were largely opposed to the completion although legitimate reasons were not given. Staff will review the issue with the Board of Traffic & Parking and then make recommendations to the Planning Commission.

**POLICE DEPARTMENT**

1. **STATS**

Calls for Service:	1,827	CDS Arrest:	8
Criminal Arrest/Warrants:	27	DUI Arrests:	1
Moving Violations:	44	Search Warrants Executed:	1
Safety Repair Orders:	12	Field Interviews:	19
Warnings:	36		

2. **OTHER NEWS/INFORMATION**

Officer Jesse Duffey has been selected as the *Officer of the Month* for February 2012. Officer Duffey has been employed by the City of Hagerstown for nine years and is currently assigned to the Uniform Patrol Division's Baker Platoon.

Officer Duffey was nominated for his quick, alert actions in apprehending an armed robber. On February 22, 2012, at approximately 6:56 a.m., Officer Duffey was in the area of Wayne's Country Store (1020 West Washington Street) assisting other officers in looking for a stolen vehicle. As he drove by the store, Officer Duffey observed a male exit the store acting suspiciously. By the time Officer Duffey turned to pull into the parking lot to investigate the male, the male had disappeared. Officer Duffey then observed the clerk locking the store doors and immediately knew that the store had just been robbed. About this time his suspicions were confirmed when he learned via the police radio that the store had in fact just been robbed.

Other officers arrived on the scene quickly and established a perimeter. As he was checking the area, Officer Duffey observed the male that he had seen exiting the store attempting to flag down a passing vehicle on West Washington Street. Officer Duffey quickly took the suspect into custody without incident. The suspect that Officer Duffey apprehended was positively identified as the individual who had just robbed the store.

Based on his keen observation skills and his quick reaction in apprehending the armed robber, Officer Duffey was selected as the Hagerstown Police Department *Officer of the Month* for February 2012. The Hagerstown Police Department is proud to have dedicated officers such as Officer Duffey as one of its own and congratulate him for a job well done.

## PUBLIC WORKS

1. **Seasonal Staff:** The seasonal staff for Public Works will begin work on April 9<sup>th</sup> to assist with laborer work such as grass mowing and painting. New hires will work for \$8.00 per hour with no benefits.
2. **St. Patrick's 5k Run:** Public Works is supporting the new, downtown event by providing tables, chairs, the small stage, installation of detour signs and over 100 traffic cones for traffic control. The VMS (variable message signs) displays have also been set along Franklin St. and Washington St. to promote the event.
3. **New UST Regulations:** The Maryland Department of the Environment passed a new regulation in 2010 that owners of UST (underground storage tanks) that store diesel fuel or gasoline must be certified to operate these facilities. Underground tanks that store heating oil for direct consumptive use are exempt. There are three classes of operators that are required with each designated to a different duty. Al Cool and Eric Deike will be attending training in April or May to become Class A and B certified operators. The Class C operators can be trained on site by a Class A and B operator. Without the certifications, UST facilities in the state of Maryland will not be allowed to operate. Certification classes cost \$600 to \$700 per person.
4. **Shooting Range Work:** The police department requested our assistance with the demolition of several dilapidated buildings and some grading work at their shooting range in Smithsburg. Two men ran a backhoe and skid loader to prepare the range for the spring. The police department, in conjunction with other law enforcement personnel, provided numerous people to provide the laborer work that was involved. Overall, it was good collaborative effort from all departments involved.

## UTILITIES DEPARTMENT

### ELECTRIC DIVISION

1. **Problem Areas.** Recent call-outs included:
  - Thur. 3/8 - 1433 Salem Avenue- lines down; vehicle struck a utility pole tearing service wires loose, triplex service was reattached temporarily until follow up repairs were completed the following business day. Time Out: 22.6-0.1
  - Fri. 3/9 - Corner of Pennsylvania Avenue & Northern Avenue- lines down; line was found to belong to Signal Department. Time Out: 17.4-18.3
  - Wed. 3/14 - 202 North Jonathan Street- total outage; lineman found customers main breaker was tripped, Lineman reset breaker to correct problem and restore power. Time Out: 22.7-23.8
2. **Distribution** Recent activity included:
  - Metering Department received five high bill complaints this week. Upon testing, meters were found to have met all Public Service Commission requirements.
  - 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 Department with re-vamping and other maintenance related to the Carroll Heights project.
  - Line crews performed various service upgrades and meter installations.
  - Continued with pole inspections and re-tagging throughout the City.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
9	0	2	0

3. **Engineering** Staff worked on the following projects:
- Staff reviewed plans for the new Bester Elementary School. The design will necessitate the relocation of a portion of the overhead facilities along South Potomac Street, and a 3Ø underground line extension along Mill Street.
  - Staff coordinated with Verizon to move along the Salvation Army project requiring the replacement and relocation of many poles and overhead wires.
  - Staff reviewed another lighting project for a new park in the City.
  - Staff met with a local small business to discuss energy usage and savings options for their facility. We also installed a monitoring device allowing them to see real-time electrical usage, which will assist them with making smart energy choices.
  - 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.
4. **Administration:**
- Staff attended the annual PPCA and ACA hearing in Baltimore (PSC case 9505(f)). The outcome of the hearing was that our ACA rate credit of \$0.00346 was found reasonable and just by PSC and OPC staff counsel. This credit will be applied to the PPCA calculation from February 2012 through January 2013.

**WASTEWATER DIVISION**

**Wastewater Treatment Plant at Frederick Street**

Date	Flow (mgd)	Rainfall (inches)
Wednesday, March 07, 2011	8.04	0.00
Thursday, March 08, 2011	7.88	0.08
Friday, March 09, 2011	7.63	0.25
Saturday, March 10, 2011	7.47	0.00
Sunday, March 11, 2012	7.22	0.00
Monday, March 12, 2012	7.38	0.00
Tuesday, March 13, 2012	7.27	0.00
Weekly Average/Total	7.55	0.33
Monthly Average/Total	7.44	0.33
Yearly Average/Total	7.90	5.10

**Wastewater Treatment Plant**

- The WWTP continues to operate within its permitted parameters.
- On Tuesday, March 13<sup>th</sup> staff removed the motor from nitrified recycle pump # 2 for A.R&E to pick up and repair. Switched motor from # 1 to # 2, pump from # 1 will be removed in the next week or so once # 2 motor is diagnosed and /or repaired as a precautionary measure.

**Wastewater Collection System**

Activity	Districts	L. F. main	Feet of lateral	# Inspected
CCTV Inspections	6	1254	285	15
Flushing	28,29	13,067		
<b>Point Repairs</b>		<b># of Repairs</b>	<b>Reason</b>	<b>L.F. of Repairs</b>
Main Line Only	6	1	Roots	8
Main & Lateral	6	1	Roots	30
Manholes	29	1	Buried raised 6 inches	0.5

**Collection System Maintenance Task**

**Pump Station**

- Cleaned Potomac Ridge pump station for AR&E.

**CCTV**

- CCTV service connections at 1515 Dual Highway because of belly in line.
- CCTV 12821 Oak Hill roots in building sewer.

**Call-Outs**

- Blockage in lateral at 12821 Oak Hill Avenue flushed and vacuumed the lateral.

**Grinder**

- Replaced pump core at 20002 and 20212 Mount Aetna Road.

**Miscellaneous**

- Boyd Funk Plumbing called in backup at 1261 Crescent Road. Mainline okay, but continuing investigation.
- Odor complaint at 809 & 811 Washington Street: crew checked main and house did not detect any sewer odor.
- Responded to a call of missing cleanout cap at 11 West Magnolia Avenue, Homeowner will be replacing the cap.
- 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	0	2	1	0	0	3	6
YTD	14	14	5	1	2	14	50

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

- Staff is preparing a Request for Proposal (RFP) to have an engineering firm complete a Local Limits Study on the WWTP Headworks and Industrial Dischargers to the wastewater treatment plant. MDE requires this type of study be completed after any major upgrade to the Facility. The recent ENR project initiated this study. The last such study was completed in 1999. We have budgeted \$50,000.00 to cover the cost of the study. The study will take approximately six months to complete.

**Engineering**

- Staff attended a development review meeting at the County Planning Office.
- Staff met with representatives of Maryland Environmental Service on final evaluation of the Collegiate Acres private pump station and review of documentation.
- Staff attended a webinar on prioritizing of capital and O & M wastewater projects.
- Staff met with a representative of Rosewood Village and a consultant on possible modifications of sewer service to various commercial lots.

**Wastewater Laboratory**

- Notice of DMRQA was received and responded to. Performance Evaluation samples were ordered to be tested to comply.
- A controller head for one of the samplers was torn apart and checked to see why it only lasted a little over two years. Usually the gears and the motor are stripped or not functioning properly. In this case

there was a part missing presumably from the original manufacturing. The part, along with other parts to rebuild the head, was replaced and the head is now working again.

- Regulatory and process sampling and 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>
3/08/12	11.76		11.76
3/09/12	11.57		11.57
3/10/12	11.35		11.35
3/11/12	11.70		11.70
3/12/12	11.67		11.67
3/13/12	12.02		12.02
3/14/12	11.94		11.94
Average			11.71

**Water Production at RC Willson**

- *Operations*

- Completing routine PMs
- Prepping potassium feed system

- *Maintenance*

- R C Willson - Performing routine PMs
- R C Willson - Helping instrumentation
- R C Willson - Working on hypochlorite feed systems at pump stations

- *Instrumentation*

- R C Willson - Pulling wires for new SCADA cabinets

**Water Production at Breichner**

- The Edgemont Reservoir is currently at -5.0'; the bypass is open and the hydrant is closed.

**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 replaced an old hydrant on St. Clair Street and have started our yearly flushing. We also repaired a service leak on Cherry Tree Circle.

**Laboratory**

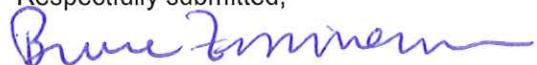
- Regulatory and process sampling and testing were routine for the week.

**Engineering**

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plan	2	2
Building Permit	10	

- Staff attended a development review meeting at the County Planning Office.
- Staff met with a representative of Rosewood Village and a consultant regarding possible service modifications to various commercial lots.
- Staff met with a consultant on final approval of a residential site plan.

Respectfully submitted,



Bruce Zimmerman, City Administrator