

CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 8 FOR 2018



February 23, 2018

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

FEBRUARY 2018

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	5	6 3:30pm Executive Session 4pm Work Session	7	8 4pm Board of Traffic & Parking	9	10
11	12	13 4pm Work Session	14 4pm Hagerstown Planning Commission Meeting	15	16	17
18	19 HOLIDAY CITY OFFICES CLOSED	20 3pm Executive Session 4pm Work Session	21 7pm Board of Zoning Appeals Meeting	22 4:30pm Hagerstown Historic District Commission Meeting	23	24
25	26	27 6:30pm Work Session 7pm Regular Session	28 7pm Hagerstown Planning Commission Meeting			

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

Main Street Update:

- Main Street's Business Relations Work Group met this month to review the downtown business visits that were conducted in January and to discuss additional projects for the group to work on during the year.
- The Small Business Development Center of Western Maryland held a "Ready Set Go" workshop at the BuroBox this week for startups that were thinking or almost ready to start their business.
- Main Street Hagerstown's event planning group met to begin planning for the 2018 Christkindlmarkt and to continue to finalize plans for the Sweets on the Street event on March 17th and the Chalk Art Festival on June 16th.

Presentation: Staff gave a presentation on DCED incentive programs to entrepreneurs at Worx Graphics that was held at their Mulberry Loft location.

Grand Opening: DCED staff and Councilmembers Keller & McIntire attended an open house on February 21 to welcome the United Way of Washington County to their new location at 83 West Washington Street, Suite 101. Staff assisted with the ribbon cutting. Councilmember McIntire presented a proclamation from Mayor Bruchey.

FIRE DEPARTMENT

FIRE DEPARTMENT CALLS FOR ASSISTANCE			
House Fires	0	Community Risk Reduction	9
Building Fires	1	Public Service	4
Medical Assistance	28	Personal Injury Collision	6
Assist other Fire Departments	9	Fuel/Hazard Spills	0
Automatic Fire Alarms	10	Gas Leaks	3
Investigation: Malicious/False Alarms	2	Investigation: Carbon Monoxide Incident	0
Vehicle Fires	1	Dumpster/Outside Fires	3

INFORMATION TECHNOLOGY, COMMUNICATIONS & SUPPORT SERVICES

COMMUNICATIONS

Media Releases:

- Traffic Advisory: North Burhans Boulevard

Channel 25:

- Watch the **Hub City Now** Newsroom at the top of every hour. This week's news stories include:
 - o Bester Community of Hope "Keep Our City Clean" PSA
 - o HENSE "Building Blocks" Mural Feature
 - o Hub City 100 Miler Commercial
 - o Valley Co-op Commercial
 - o GigaHub City Promotion
 - o BuroBox Commercial
- Special Broadcasts:
 - o MTA Commuter Connection
 - Thursday at 7 PM
 - Saturday at 1 PM
- On-going productions:
 - o State of the City
 - o Mulberry Lofts Renovation Feature

Websites:

- **City Website:**
 - o About **7,100** users visited www.hagerstownmd.org for the week of February 12-18, 2018 (-400 visitors from last week)
 - o Top entrances (first page users accessed on the website)
 - Home Page 1,929
 - Utility Billing Page 707
 - Police Page 240

- Red Light Cameras Page 371
- Jobs Page 180
- Top Searches:
 - "jobs"
 - "online billing down"
 - "calendar"
 - "careers"
 - "residential trash"

PLANNING & CODE ADMINISTRATION

Planning Commission: Planning Commission members are scheduled to review the 2017/2018 Zoning Text Amendment Package on February 28.

- Board of Zoning Appeals:** Three cases were considered at the February 21 BZA hearing:
- 345 Hollymead Terrace – Nick Enciu – approved a fence variance for a five-foot tall opaque fence in the "front" yard but compliant with the 25-foot building setback along Dayspring Lane.
 - 1200 Pennsylvania Avenue – Milestone Communications – approved a variance for sign height to 115 feet with four conditions for a stealth wireless communication facility at Callas Stadium (North Hagerstown High School) to be disguised as a school sign; and dismissed a sign area variance request based on a provision in the Land Management Code that exempts governmental signs.
 - 740 Bowman Avenue – Antraquip Corporation, c/o Karl Mittendorfer – approved a variance to reduce the minimum front setback for a warehouse building along Bowman Avenue and Eldridge Drive from 50 feet to 25 feet.

Weekly Activity Report: February 12–16, 2018

PERMITS								
TYPE	NUMBER OF NEW APPLICATIONS							NUMBER ISSUED
		Residential -		Commercial -		Other -		
Building	6	Residential -	5	Commercial -	1	Other -	0	2
Electric	17	Residential -	8	Commercial -	7	Other -	2	17
Plumbing	15	Residential -	9	Commercial -	2	Other -	4	15
Mechanical	4	Residential -	3	Commercial -	1	Other -	0	4
Engineering Dept.	3							3
TOTAL	45		25		11		6	41
Est. Value of Issued Building Permit Projects:				Fiscal Year Totals:				
Residential				\$ 40,000.00				\$ 3,394,903.00
Commercial				\$ 130,000.00				\$ 15,533,066.00
Apartment				\$ 0.00				\$ 1,502,970.00
Sign				\$ 0.00				\$ 267,484.00
TOTAL				\$ 170,000.00				\$ 20,698,423.00
Projects of Interest								
<ul style="list-style-type: none"> - Rehab house to sell, frame interior walls & insulate at 343 Jefferson Street - \$40,000 - Creation of new classroom with toilet facilities for children under 2 years of age at 837 Spruce Street – \$130,000 								
RENTAL LICENSING PROGRAM YEAR: JULY 1, 2017 – JUNE 30, 2018								
					PROPERTIES		UNITS	
Registrations received week of Feb 12 – Feb 16					4		17	
New applications issued week of Feb 12 – Feb 16					1		1	
Total 2017-2018 registered (includes additions and subtractions since 5/1/17)					3,615		9,356	

Percentage of rental license renewals that have registered as of November 3, 2017	99.0%	99.0%
Notes: The 2017-2018 rental license renewals for 9,345 units in 3,624 properties were mailed on May 4, 2017. On November 21, 2017, six property owners were fined for failure to register as a rental facility.		
PAYMENT		
Weekly payment received	\$ 1,400	
Weekly adjustment/credits	\$ 300	
INSPECTIONS		
TYPE	NUMBER CONDUCTED	
Building	25	
Electrical	33	
Plumbing	30	
Mechanical	8	
Safety	44	
Neighborhood Vitality	70	
Quality of Life	13	
Preventive Maintenance	64	
Planning & Zoning	0	
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:	1,447	Field Interviews:	27
Arrests/Warrants Served:	21	Moving Violations:	22
Domestic Violence Calls:	28	Parking Violations:	254
DUI Arrests:	0	Safety Repair Orders:	1
Reports Filed:	163	Warnings:	55

REPORTS

02/15/18: Officer Wolfe was dispatched to the area of Brother's Pizza on Eastern Boulevard for a report of an assault in progress. The caller advised he was walking in the area when he witnessed a male pick up a female and throw her against the wall and then to the sidewalk. When the witness came to the aid of the female, the male suspect then fled the area. The victim stated the suspect is her boyfriend and they were arguing over a cell phone. The male took the phone and fled the area. The Community Rescue Service arrived on scene and transported the victim to Meritus Medical Center for treatment. No further details are available.

02/16/18: Officers McKinley and Campbell responded to Jonathan Street to assist Officer Lucas with a traffic stop. Officer Lucas was trying to investigate the incident when by-standers were interfering with his work. One female by-stander began to yell and use derogatory language to the officers. She was warned to lower her voice and refrain from her disorder on the public street or she would be arrested. She did not comply and Officer Campbell proceeded to place her under arrest. At this point, a second by-stander tried to get involved in the incident. She approached Officer McKinley from behind on the side where his weapon is worn. Officer McKinley ordered her to step back from him but she did not comply. Officer McKinley found it necessary to push her from his sidearm. The second by-stander was arrested also. Charges are forth coming.

02/17/18: Officer McKinley was dispatched to West Franklin Street for a burglary in progress. Prior to the officer's arrival the suspect fled the scene. The caller advised that he was at his mother's residence when a known suspect used bodily force to the front door to gain access to the residence. Once inside the suspect began throwing items around, breaking glass, and pouring Kool-Aid on the furniture. It was revealed through investigation the suspect is the ex-boyfriend of the caller's mother. The suspect will be charged with Burglary 4th Degree and Malicious Destruction of Property.

02/18/18: Office Kimmel responded to Liberty Gas Station on West Washington Street for a robbery in progress. The victims stated they were in the area to sell an Apple Iphone to someone. They advised they met the suspect on a cell phone app called "Let Go". The suspect came to the Liberty Gas Station from the Mont Valla area. The suspect asked to see the phone. He grabbed the phone and fled towards Buena Vista Avenue. It should be noted the suspect is a young, black male, approximately 15 years of age. The officer will be requesting to view the surveillance camera at Liberty Gas. No further information is currently available.

02/21/18: Officer T. Helman was dispatched to North Mulberry Street for a report of a theft of cell phones from a vehicle. The victim stated he had his personal cell phone and his work cell phone in his truck. He needed to stop by his mother's residence and was inside for less than five minutes. When he returned to his truck, both phones were missing. The phones were entered into NCIC. No further details are available.

PRESS RELEASES

On 02/17/18 at 11:42 p.m., officers responded to 812 West Washington Street, Apt 1, for a report of a domestic disturbance involving a weapon. Upon arrival, officers located a female, later identified as 26 year old Jamilatu Adama Tarawally of Hagerstown, standing outside. She advised she wanted the male inside removed and that he had pointed a gun to her head as she attempted to leave.

Officers made contact with the male inside, 32 year old John Richard Titus of Hagerstown. At that time, officers observed Titus place something in a trash can. Titus was then detained and a handgun was located in the trash can. Officers then completed a safety check of the residence to ensure no other individuals were inside. Upon this clearing of the house, officers observed weapons and drugs in plain view.

At that time, officers removed themselves from the residence and a search warrant was obtained. Upon the execution of the search warrant, officers located and seized the following contraband from inside the residence: approximately 46-47 pounds of suspected marijuana, approximately 1,100-1,200 grams of suspected cocaine, 332 MDMA pills, 12 bottles of liquid codeine, 416 packages of THC oil, 2 handguns and 2 ballistic vests.

John Richard Titus is charged with various assault charges, handgun charges, and possession and distribution of controlled dangerous substances. Jamilatu Adama Tarawally is charged with various possession and distribution of controlled dangerous substances and firearm charges. Titus and Tarawally were transported to The Washington County Detention Center where they were both held without bond.

OTHER NEWS/INFORMATION

On Saturday, February 17, 2018, HPD held testing for those interested in pursuing a job in law enforcement. Jeffrey Morgan, Recruitment Manager, administered the test to 13 individuals. The next testing date to be held at the Hagerstown Police Department is Saturday, March 17, 2018, at 10 a.m.

PUBLIC WORKS

PARKING DECK EQUIPMENT UPDATE. The A&E Parking Deck went back into operation the week of February 19th. The system still has some tweaks and minor adjustments to be made but overall appears to be working well. Initial response has been mostly positive as many drivers no longer have to wait at the exit gate for someone to pay to exit. All cash/credit card payments are done at the POF (pay-on-foot) machine on the 3rd floor or by using the new deck passes. Staff will continue training on the equipment and training the customers on use of the new equipment.

The UD Parking Deck is waiting on the electrician to return to complete the wiring. The original schedule had them poised to complete their work in April. However, complete failure of the existing parking equipment accelerated the project. Hub parking accelerated their schedule to set the equipment but their sub-contractor is struggling to return earlier than expected to install the wiring. Meanwhile, the deck remains open for free parking.

CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	0
Fire	3	1
Human Resources	0	0
Light	1	2
Parks & Engineering	1	0
Police	15	5
Public Works	3	4
Wastewater	2	0
Water	6	0
Weekly Totals	31	12

INDIAN LANE UPDATE. Interior renovations are almost complete. The entire house required new wiring, electric heat on the second floor and some new light fixtures. Carpet was installed in portions of the house including the master bedroom, staircase and second floor bedrooms. What remains is mostly exterior work abating chipping paint and cleanup. Overall, the project is 95% complete and will be ready for renting in the very near future.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Problem Areas

- Mon. 2/19 - 313 Ridge Avenue- Miss Utility locate; emergency locate for Columbia Gas to make repairs to gas main break. Time Out: 7.7-8.6
- Dollar Tree, South End Shopping Center- total outage; squirrel caused transformer fuse to operate. (1) 10T fuse replaced to correct problem and restore power. Time Out: 12.3-13.3
- Tues. 2/20 - Pangborn Boulevard & Monet Drive- tree branch tore service wires down. Line crews trimmed tree from wires to restore power. Time Out: 15.5-15.9
- Wed. 2/21 - 352 Summit Avenue- lines down; wires to belong to Verizon Phone Company. Time Out: 17.8-19.0

Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- The Staff Engineer completed multiple Site Plan reviews and HLD designs to accommodate new electrical services.

- Engineering staff reviewed installation of a utility pole support system installed on a damaged HLD utility pole to determine its effectiveness and ease of installation. This technology enabled HLD to repair a broken pole from a vehicle accident rather than perform a replacement.
- The Staff Engineer reviewed the HLD transformer refurbishment program and made suggestions to begin contracting this work to better streamline the process. HLD will release bids to multiple companies and select the qualified bidder for this work.
- The Staff Engineer reviewed bids for scrap HLD electrical facilities. These facilities will be recycled and/or destroyed in compliance with environmental regulations.
- Engineering staff outfitted new HLD vehicles with fire extinguishers, first aid kits, and safety conspicuity tape for visibility in low light conditions. All metering vehicles will receive flashing strobes and conspicuity tape as well.
- The Staff Engineer continued work on relay/recloser/fuse coordination for HLD electric distribution circuits.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, February 14, 2018	8.51	0.00
Thursday, February 15, 2018	8.52	0.03
Friday, February 16, 2018	9.27	0.30
Saturday, February 17, 2018	8.18	0.19
Sunday, February 18, 2018	8.44	0.00
Monday, February 19, 2018	8.43	0.00
Tuesday, February 20, 2018	8.13	0.00
Weekly – Avg. Flow / Total Rainfall	8.50	0.52
Feb - Avg. Flow/Total Rainfall	8.08	2.61

Miscellaneous

- Cleaned ChemScan unit and flushed piping.
- Installed LED lighting at MagOx tank.
- Cleaned DO probes on trains 1-5 of OAB and installed new tubing on air blast.
- Cleaned cooling tower outside O2 Building.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	3,6,10,11,21	991'	198'	11
Flushing	3	8,667'		

Collection System Maintenance Task

- 19220 Meadow View Drive, excavated and repaired two breaks in the mainline.
- 1502 Woodlands Run, excavated and replaced discharge assembly on grinder pump, removed check valve, installed new shut off valve.
- Downloaded flow meter data from field units.

- Sewer back up at 808 Noland Drive, flushed mainline, CCTV lateral found issue on the private side.
- Pump Station #4, completed installation and tested new transfer switch.
- General pump shop repair work.
- Dropped enzyme bags at various lift stations and trouble spots in the system.

Administration

Wastewater Division – Customer Call Log Summary 2017/2018							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	1	0	0	0	0	1	2
YTD 2018	15	21	1	2	3	19	61

* 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.
- Staff attended a presentation of the use of a field data gathering app for Collection System facilities.

Laboratory

- Discussed status of SNC Industrial Discharge Permit with County Pretreatment Manager. SNC will outsource the required Industrial-6 operator.
- Ordered supplies for the lab.
- Contacted Lachat Tech Support regarding Lachat operation. Unit is now operating normally.
- Discussed DMR-QA 37 results with MDE Wastewater Facility Inspector.
- Resubmitted DMR-QA 37 results certification to MDE.
- Exchanged mixed-bed tanks for pure water system.
- Completed annual performance evaluations.
- Prepared reagents for Lachat operation.
- Process and regulatory testing was routine for the week.

WATER DIVISION

Plant Flows - System Demand (MGD)

Date	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
02/15/18	9.36		
02/16/18	9.57		
02/17/18	9.37		
02/18/18	9.50		
02/19/18	9.71		
02/20/18	10.01		
02/21/18	9.87		
Average:	9.62		

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 continue on the North SCM.
 - PS3 – Pump #1 has been pulled for the rebuild.

Water Production at Breichner/Edgemont Reservoir. The Edgemont Reservoir pool elevation is currently at 11.2 feet. 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 valve on Orchard Hills Parkway.

Laboratory

- Collected composite samples from lagoon discharges.
- Sampled new main near medical center. Results were normal.
- Completed annual performance evaluation.
- Process and regulatory testing was routine for the week.

Engineering

Reviews:	<u>City</u>	<u>County</u>
Site Plans	1	-
Preliminary Plats	-	-
Replat Plats	-	-
Final Plan	-	-
Building Permits	12	9

- Staff attended a development review meeting at the County Planning Office.
- Staff met with consultants to discuss a commercial trucking concept plan.



Respectfully submitted,
Valerie A. Means
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 City Administrator