



City of Hagerstown, Maryland Status & Information Report No. 8 for 2012

February 24, 2012

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

FEBRUARY 2012						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7 4pm Work Session	8	9	10	11
12	13	14 No Meeting	15	16	17	18
19	20 HOLIDAY CITY OFFICES CLOSED	21 4pm Work Session	22	23	24	25
26	27	28 7pm Regular Session	29			

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

BUSINESS & COMMUNITY RELATIONS DIVISION

Grand Openings Staff are reviewing three new grand opening requests which will be announced soon. Additionally, the City is participating in Big Lots Grand Opening Celebration on Wesel Boulevard on Friday, March 9, 2012 at 8:45 a.m.

Western Maryland Blues Fest

- Cabin Fever Blues Bash details are being finalized. The act is guitar blues legend, Bobby Parker Band. It will be held at 7 p.m. at the Maryland Theatre. Tickets are now on sale. T-shirts and hats have been approved and are being printed. All fundraising packages were sent out. Early bird specials for sponsors are due in by Friday.
- The Western Maryland Blues Fest Facebook page has generated over 2,100 followers.

State of the City Address The State of the City Address will be held on Tuesday, March 6 at 7:15 a.m. at the Academy Theater. Staff are working on the script and organized the first large video filming at the Municipal Stadium in which over 100 people attended. The next filming is Tuesday, February 28 at 5 p.m. at the Maryland Theatre. For more information please contact Karen Giffin at 301-739-8577, Ext. 116.

St. Patrick's Day Run The St. Patrick's Day Run will be March 17th. Washington County, the City of Hagerstown and the Community Free Clinic are working together to make this a large event. It will be held at 10 a.m. Over 124 runners are registered already and we are almost at the \$4,000 sponsorship goal.

Fundraising The event fundraising campaign for the Blues Fest is well underway and soon a fundraising campaign for the 150th First Call Weekend will begin.

City Market

- Kool Smiles General Dentistry will be visiting February 26th as part of National Children's Dental Health Month. They will have giveaways and an information booth.
- Girl Scouts will be setting up this weekend through the last weekend of March. This will be their second year and we are looking forward to having the local troops back in the Market.

Hagerstown City News

- Watch the last 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 the City of Hagerstown's website.

Some of this Week's Headlines and Media Releases

- We Want YOU for the State of the City
- FREE Networking Events for Minority and Women-Owned Businesses
- More Than Meets the Eye at Bergman Eye Center
- Public Information Meeting: Parking Management Plan
- Trash Recycling Collection on Presidents Day
- Businesses Can Sponsor Blues Fest

E-casts

- St Patrick's Day Run
- Grand Opening - Bergman Eye Center
- Blues Fest Line-Up 2012
- Blues Bash 2012
- Economic Development Newsletter Jan/Feb

Hub City On 6 (Channel 6)

- *Valor in the Streets: The Battle of Hagerstown* is scheduled to air Sundays and Wednesdays at 7:00 p.m.
- Watch in the City Newsroom at the top of every hour. This week's news stories include:
 - 2012 Cabin Fever Blues Bash Preview
 - New Bergman Eye Center is More Than Meets the Eye

- New State Farm Agency Offers Services Beyond Insurance
 - Coming This Spring: New and Improved Clubhouse
 - Suns Fan Club Rooting for Team to Stay in Hagerstown
 - New Motorcycle Shop Offers "Full Circle" Range of Work
 - Home Heating Safety Tips
 - Hagerstown's Reasons to Recycle
 - Neighbors Helping Neighbors: Snow Angels Program
- In Production: Black History Month Tribute, Parks and Recreation Events, State of the City, PSA for the Emergency Notification Alert system, Beachley Furniture tour.

Website

- Staff has completed training of the new Content Management System (CMS) for the new website. Content is being added and reviewed by the departments. The launch date for the website will be determined in the coming weeks.

PLANNING & CODE ADMINISTRATION DIVISION

Zoning Certificates Issued For New Businesses:

- 1740 Dual Highway - Bosky International, LLC - management consulting office
- 1723 Dual Highway - Jimmy Johns Gourmet Sandwiches - restaurant
- 17667 Gettysburg Way - Elizabeth A. Rafferty - home office for sales of soaps and lipsticks at craft fairs and festivals (no on-premise sales)

Planning Commission

- The Planning Commission is scheduled to review the following at its meeting on February 29:
- North Prospect Street - site plan for Hub City Scrap – a metal recycling transfer facility
 - 1185 Imperial Drive (Light Business Park) - site plan for a medical office building

Code Administration Weekly Activity Report: February 13-17, 2012

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	7	Residential -	3	Commercial -	2	Other -	2	6
Electrical	15	Residential -	3	Commercial -	11	Other -	1	15
Plumbing	8	Residential -	5	Commercial -	1	Other -	2	8
Mechanical	9	Residential -	5	Commercial -	4	Other -	0	9
Engineering Dept.	4							25
TOTAL	43		16		18		5	63

Estimated Value of Weekly Issued Building Permit Projects:		Fiscal Year-To-Date Totals:
Residential	\$ 500.00	\$ 4,556,895.00
Commercial	\$ 60,600.00	\$ 14,779,672.00
Apartment	\$ 0.00	\$ 172,321.00
Sign	\$ 3,200.00	\$ 325,815.00
TOTAL	\$ 64,300.00	\$ 19,754,703.00

Building permit(s) of interest issued this week:

RENTAL LICENSES

<u>NUMBER</u>	<u>FACILITIES</u>	<u>UNITS</u>
Registrations Received	10	14
New Applications Issued	2	2
Total Registered Since 7/1/11	3107	8448
% of Those Invoiced	99.8	99.9

Notes: The 2011-2012 rental license renewals for 8355 units in 3053 facilities were mailed at the end of June. This represents the percentage of those all applications returned as of 2/17/12.

PAYMENT

Total Payments Received	\$ 700
Adjustments	\$ 50

INSPECTIONS

<u>TYPE</u>	<u>NUMBER CONDUCTED</u>
Building	26
Electrical	38
Plumbing	21
Mechanical	11
Safety	35
Neighborhood Vitality	82
Quality of Life	10
Preventive Maintenance	0

Notes: Please note that exterior inspections of properties registered in the rental licensing program are NOT included in this total. 75% 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

1. **Recycling Container Postcards** On February 28th, we will send out the postcards to all residential property owners. The cards give a “default” size container based on our estimation of the dwelling unit type and based on what other communities do. Residents do not have to do anything if the default container size meets their needs. They can return the postcard, use the website, or call if they want to change sizes. Based on our estimates, the following is the total:
 - 95 gallon = 1,193
 - 65 gallon = 8,674
 - 35 gallon = 1,480

Containers will be delivered from April 11th through April 20th.

2. **“East Avenue” Park** About 13 residents attended the meeting on the park and provided good feedback on the park concepts. However, the meeting had an “air” of doubt from the residents that the park would be used properly or would benefit their community. The group selected “Greenawalt Park” as the formal name based on a historic figure from the Civil War era.
3. **South Prospect Streetscape** We have finalized the scope-of-work and on Wednesday mailed it to all property owners outlining the project. We called to their attention if they had sidewalk repairs to do at their cost. We hope to bid the work in March.
4. **Hagerstown Greens Golf Course** We are still installing the siding and soffit on the Pro Shop expansion. We’ve also begun installing the stone on the exterior. What a dramatic improvement! The security system was updated to include the expansion. Dynamark has agreed to monitor for free in exchange for advertising on the golf course.
5. **Municipal Stadium Party Deck** – We poured the footings and construction has begun to expand the existing party deck by approximately 1,000 sq.ft.
6. **New Employee** Welcome to Scott Smoot, Parks Maintenance Worker IV, who began employment with the City on February 21st. Scott has a strong background in masonry construction.

POLICE DEPARTMENT

1. **STATS**

Calls for Service:	1,742	CDS Arrest:	5
Criminal Arrest/Warrants:	21	DUI Arrests:	1
Moving Violations:	62	Search Warrants Executed:	0
Safety Repair Orders:	13	Field Interviews:	23
Warnings:	101		

2. **REPORTS**

- **02/18/12:** Sgt. Lehman, Officer Reese and Officer McNew responded to the area of Bryan Place and West Church Street in reference to an armed robbery. Upon arrival investigation revealed that the suspect displayed a knife and demanded cash from a Turner’s taxi driver. A brief struggle ensued resulting in the driver sustaining lacerations to his hand. The victim was able to exit the taxi at which point the suspect drove off in the taxi. The taxi was later located, unoccupied, in the area of the first block of Avalon Avenue. The victim was transported to Meritus Medical Center where he was treated and released. No further information is available at this time.

- **02/19/12:** Officers responded to the Sportsman's Den at 223 West Franklin Street in reference to a fight. A large group of approximately 20 subjects were standing outside yelling. The group was told to disperse and leave the area. One female failed to obey the order and continued to cause a disturbance. She was placed under arrest and transported to Central Booking for processing.
- **02/22/12:** Officer Duffey was on routine patrol in a marked cruiser in the 100 block of West Washington Street when he observed a black male acting suspicious as he was exiting Wayne's Country Store. The way the person was dressed and his unusual behavior caught the officer's attention. The officer decided to investigate and he pulled into the parking lot of the store when he noticed the clerk lock the door. It should be noted that normally after robberies of convenience stores, the clerk does a lock down until police arrive. Immediately, Officer Duffey knew a robbery had just taken place. Only seconds later Dispatch called all units advising a robbery had just taken place at Wayne's Country Store. The suspect ran to the street forcing a car to stop while he attempted to get in the vehicle. At this point Officer Duffey ordered the suspect to keep his hands where they could be seen. The suspect was taken into custody. Officer Duffey's keen sense of observation, attention to detail, and quick thinking led to the apprehension of the suspect in a matter of minutes. This was outstanding police work.
- **Speed Camera Project Update:** At the recommendation of Mr. George Small of the Maryland State Highway Administration, staff has resolved some inconsistent signage issues that exist in some of the City's school zones. Currently the school zone speed limits on Salem Avenue, South Potomac Street, Pangborn Boulevard, and Northern Avenue are posted as 20 mph. All other school zones in the City have posted speed limits of 25 mph. To maintain consistency and avoid confusion across all school zones, the 20 mph signs will be replaced with 25 mph signs. Additionally, all school zones will have signage notifying motorists of the use of automated speed enforcement equipment. HPD has included this in the weekly report at the request of the Engineering Department.

PUBLIC WORKS

1. **Current Snow Removal Savings:** The unusually mild winter is saving on contracted services and material expenses such as road salt, sidewalk salt and shovels. Only one order for road salt was received this year and the storage bin is currently full. The current savings are as follows:

ACCOUNT	BUDGET	EXPENSE	REMAINDER
Other Contracted Services	\$4,000	(\$985)	\$3,015
Other Operating Supplies	\$2,700	(\$0)	\$2,700
Chemicals (road salt)	\$100,000	(\$27,459)	\$72,541
Current material and contracted services savings			\$78,256

A weekend storm predicted to hit the area on Sunday the 19th stayed south of Hagerstown resulting in material and overtime savings for the City.

2. **Vacancy Filled:** Public Works was operating with one funded vacancy since August 2011. The department was able to fill that vacancy when Anthony Foust began working on February 13, 2012 as a Maintenance Worker in the Building Maintenance Division of Public Works. The department still has five unfunded vacant positions some of which have been vacant since 2009.
3. **Seasonal Positions:** Applications for seasonal staffing have been received for work that usually begins in mid-April. Should the weather continue to be warm and grass grows sooner, the seasonal staff may start a week or two earlier. These employees earn a straight wage with no benefits. Pay ranges from \$8 to \$10 per hour for completing manual labor such as mowing grass, painting and filling potholes. No prison labor will be used this year.

4. **Eastern Boulevard Guardrail Repair:** A short section of guardrail was struck and damaged requiring replacement. It is a specialized end section of guardrail that is located on Eastern Boulevard directly in front of Sheetz. The replacement cost is \$7,000 for a 10 foot section. The insurance of the driver who struck the device will reimburse the City for the costs. Repairs should be forthcoming in the next couple of weeks.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

1. **Distribution** Recent activity included:
 - Line crews completed the annual feeder inspection for Wesel Substation Feeder 2.
 - Line crews continue trimming trees in various residential locations.
 - Line crews performed various service upgrades and meter installations.
 - Continued with pole inspections and re-tagging throughout the City of Hagerstown.
2. **Engineering** Staff worked on the following projects:
 - Staff reviewed bid replies for stock material used daily on HLD's electric system.
 - Staff reviewed multiple jobs and proposals from firms doing electrical work within the City.
 - Staff assisted the Distribution department with pole renumbering to align records for asset tracking improvements.
 - Staff performed additions and corrections in HLD's electric GIS model.
3. **Administration:**
 - Staff is reviewing several maintenance projects with Engineering and Distribution Staff that were suggested by the line crews during feeder inspections. Completion of these projects would lessen the likelihood of future extended outages in certain areas.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, February 15, 2011	7.20	0.00
Thursday, February 16, 2011	7.39	0.17
Friday, February 17, 2011	7.16	0.00
Saturday, February 18, 2011	7.03	0.00
Sunday, February 19, 2012	6.90	0.00
Monday, February 20, 2012	7.03	0.00
Tuesday, February 21, 2012	6.88	0.00
Weekly Average/Total	7.08	0.17
Monthly Average/Total	7.53	0.66
Yearly Average/Total	7.96	3.07

Wastewater Treatment Plant

- The WWTP continues to operate within its permitted parameters. Flows have recently fallen below 7 mgd.

Projects

- **ENR-UV:** We have been in discussion with MDE, regarding adding Final Clarifier covers to some of our tanks to reduce the amount of algae going to the new ENR Filters. MDE has agreed to allow us to use the remaining contingency funds that are available from our UV Loan, which was associated with the plant upgrades. These funds will only allow us to cover 2 of our 4 Clarifiers. We have moved forward with a work change directive with our general contractor to get the covers manufactured and installed.

Wastewater Collection System

Activity	Districts	L. F. main	Feet of lateral	# Inspected
CCTV Inspections	6	1,457	212	13
Flushing	6,25,26	9,666		
Point Repairs		# of Repairs	Reason	L.F. of Repairs
Main Line Only	5	1	Cracked Pipe/Roots	24.3

Collection System Maintenance Task

Pump Station

- Chlorinated wet wells in pump stations # 18 and # 26.
- Replaced gravity line, discharge check valves and placed chemical feed system back in service at pump station # 26.

CCTV

- Picked up CCTV unit 518 from Rausch Electronics and set it up to televise storm drain lines at the RC Willson Water Treatment Plant.

Grinder Pumps

- New low pressure grinder pump core at 1511 Kensington Drive.
- Replaced pressure tube in grinder pump at 602 Fair Meadows Boulevard.

Miscellaneous

- 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	2	0	0	0	0	1	3
YTD	9	7	4	1	1	7	29

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

- Staff met with MDE representative to review the Citywide Pay Application # 8 from Miller Pipeline. The project is 61% complete with this application.

Engineering

- Staff attended a Local Emergency Planning Committee business meeting at County Emergency Services.
- Staff attended a development review meeting at the County Planning Office.
- Staff met with consultant on final approval of an industrial site expansion project.

Wastewater Laboratory

- The lab collected the third round of biomonitoring testing samples of our wastewater effluent, and shipped the samples out to the contract lab performing the testing.
- The lab received notice of DMRQA 32. We will be ordering performance testing samples for all the parameters of our permit requirements as soon as the EPA's paperwork arrives. We'll also request that dmrqa study results for the contract labs doing our biomonitoring and chemical toxicity testing to submit their results to MDE.
- Regulatory and process sampling and testing have been routine for the week.

<u>WATER DIVISION</u>

Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
2/16/10	11.51		11.51
2/17/10	11.34		11.34
2/18/10	11.37		11.37
2/19/10	11.40		11.40
2/20/10	11.75		11.75
2/21/10	11.43		11.43
2/22/10	11.56		11.56
Average			11.47

Water Production at RC Willson

- Operations
 - Completing routine PMs
 - Performing tests at the stations
- Maintenance
 - R C Willson - Performing routine PMs
- Instrumentation
 - R C Willson - Pulling wires for new SCADA cabinets

Water Production at Breichner

- The Edgemont Reservoir is currently at -5.0'; the bypass and the hydrant are 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 and installing dual check valves. We completed the main on Fenton Ave., replacing an old 1" galvanized line and are making any repairs/ upgrades on water services on the City and County streets scheduled for overlay.

Laboratory

- New Heterotrophic Plate Count performance testing samples, to replace the wrong ones initially sent, were received and will be analyzed as soon as possible.

- A representative of the lab met with Water staff and Hazen and Sawyer engineers to discuss the disinfection byproducts study to be presented to the State MDE on Thursday.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plan	1	
Simplified Plat		1
Final Plat		1
Grade Plan		1
Building Permit	4	1

- Staff attended a Local Emergency Planning Committee meeting at County Emergency Services.
- Staff met for discussion of the 35% design submittal for the Willson Phase IV improvements project.
- Staff attended a development review meeting at the County Planning office.
- Staff met with a consultant regarding final approval of an industrial site expansion project.
- Staff met with the County Department of Water Quality engineer on changes to the Halfway Force Main project.
- Staff met with the Water Division and Willson Plant improvements consultants to review 35% design details.

Respectfully submitted,

Bruce Zimmerman
City Administrator