

CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 14 FOR 2018



April 6, 2018

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

APRIL 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 4pm Special Session & Work Session	4	5	6	7
8	9	10 3pm Executive Session 4pm Work Session	11 4pm Hagerstown Planning Commission Meeting	12 4pm Board of Traffic & Parking Meeting	13	14
15	16	17 3pm Executive Session 4pm Work Session	18 7pm Board of Zoning Appeals Meeting	19	20	21
22	23	24 7pm Regular Session	25 7pm Hagerstown Planning Commission Meeting	26 4:30pm Hagerstown Historic District Commission Meeting	27	28
29	30					

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

Neighborhoods 1st: Staff coordinated the Spring Neighborhoods 1st Gathering which was held on Thursday, April 5th at the Washington County Museum of Fine Arts. Approximately 90 people attended the annual event including members of the Mayor & City Council, City staff and leadership members of the Neighborhoods 1st groups. This event is an opportunity to celebrate the accomplishments of the volunteer groups and to thank them for their efforts.

Main Street Update: The Main Street Hagerstown Leadership Group met for their monthly meeting. The Group discussed the upcoming Volunteer Recruitment Event planned for May 2nd as well as updated everyone on the various projects each work group is working on.

Economic Development: Staff attended the State of the Chamber and State of the County events this week.

Events: Staff coordinated a meeting with the City logistics team and representatives from upcoming events including: Wind Down series; Thunder in the Square; Summer Slide/Splash & Dash and 100 Miler End Walk. Staff also coordinated a logistics meeting to review details of the Fourth of July event.

Farmers Market: Spring is just around the corner. The Market will host musician Tim Seals on Saturday, April 21st. Tim is a local resident who plays a variety of string instruments in styles ranging from blues to country to folk.

FIRE DEPARTMENT

FIRE DEPARTMENT CALLS FOR ASSISTANCE			
House Fires	4	Community Risk Reduction	12
Building Fires	0	Public Service	1
Medical Assistance	21	Personal Injury Collision	2
Assist other Fire Departments	5	Fuel/Hazard Spills	0
Automatic Fire Alarms	4	Vehicle Fire	1
Electrical/Power Lines	4	Investigation: Carbon Monoxide Incident	0
Vehicle into a Building	1	Dumpster/Outside Fires	4

GUILFORD AVENUE FIRE: Hagerstown Firefighters responded to a house fire Wednesday, April 4, 2017 at 4:20 p.m. Firefighters arrived to smoke showing and quickly extinguished the fire that was discovered in the basement. The cause of the fire is being investigated by the Hagerstown Fire Marshal's office. No one was home at the time of the fire. No injuries were reported.

VEHICLE INTO A BUILDING: Hagerstown Firefighters were called to the Texas Roadhouse restaurant for a vehicle into a building. The driver of the vehicle mistakenly pushed the gas pedal while trying to park. No one was injured in the crash. No hazards needing fire department assistance were noted.

PLANNING & CODE ADMINISTRATION

Zoning Certificates Issued:

- 24 West Franklin Street – The Game Hub – retail sales and gaming.
- 29 East Washington Street – Kenias Salon – barber shop.
- 16 East Washington Street – Creative Styles – hair salon and retail sales of hair products.

Planning Commission: The Planning Commission will be reviewing these items at its April 11 meeting:

- Review of proposed FY 2019 Capital Improvements Program and recommendation to the Mayor and Council.
- Workshop: Valleybrook Road/Potomac Manor Residual Parcel Quitclaim and Resubdivision.
- Doub Farm – Current Efforts to Prepare Site for Development.
- Election of Officers.

Historic District Commission: No cases were filed for the April 12 meeting.

Weekly Activity Report: March 26-29, 2018

PERMITS								
TYPE	NUMBER OF NEW APPLICATIONS							NUMBER ISSUED
	Building	1	Residential -	0	Commercial -	1	Other -	
Electric	14	Residential -	7	Commercial -	6	Other -	1	14
Plumbing	10	Residential -	5	Commercial -	4	Other -	1	10
Mechanical	4	Residential -	1	Commercial -	3	Other -	0	4
Engineering Dept.	3							7
TOTAL	32		13		14		2	37
Est. Value of Issued Building Permit Projects:					Fiscal Year Totals:			
Residential					\$ 148,500.00	\$ 4,538,893.00		
Commercial					\$ 62,531.00	\$ 16,857,382.00		
Apartment					\$ 0.00	\$ 1,512,970.00		
Sign					\$ 0.00	\$ 306,484.00		
TOTAL					\$ 211,031.00	\$ 23,215,987.00		
Projects of Interest								
<ul style="list-style-type: none"> - Construct pick-up area and storage, install registers and checkouts for Walmart at 17850 Garland Groh Boulevard - \$55,971 - Restorations to the interior of the structure due to fire at 473 Fair Meadows Boulevard - \$140,000 								
RENTAL LICENSING PROGRAM YEAR: JULY 1, 2017 – JUNE 30, 2018								
					PROPERTIES	UNITS		
Registrations received week of Mar 26 – Mar 29					8	9		
New applications issued week of Mar 26 – Mar 29					0	0		
Total 2017-2018 registered (includes additions and subtractions since 5/1/17)					3,621	9,370		
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		\$ 675						
Weekly adjustment/credits		\$ 375						
INSPECTIONS								
TYPE				NUMBER CONDUCTED				
Building				23				
Electrical				54				
Plumbing				13				
Mechanical				13				
Safety				16				
Neighborhood Vitality				15				
Quality of Life				1				
Preventive Maintenance				4				
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:	1,646	Field Interviews:	34
Arrests/Warrants Served:	26	Moving Violations:	25
Domestic Violence Calls:	26	Safety Repair Orders:	8
DUI Arrests:	0	Warnings:	66
Reports Filed:	145		

REPORTS

03/29/18: Officer Campbell was dispatched to East Franklin Street for an assault in progress. The victim advised the officer that her boyfriend of two years assaulted her in the leg and head. The victim stated her boyfriend became irritated with her because she had consumed a large amount of alcohol and was out in the yard in public view. The boyfriend tried to persuade the victim to go inside but she resisted and the verbal argument turned physical. A witness confirmed this account of the incident. The boyfriend was placed in custody and charged with one count of Assault 2nd Degree.

03/29/18: Officer C. Kelley responded to the Department of Social Services in reference to a malicious destruction of property. An employee of Social Services stated that a male walked past her window and punched the window hard enough that the glass cracked. The male did not stop and traveled toward North Potomac Street. The employee stated she would contact the IT department to get a copy of the video to review. No further information is available at this time.

03/30/18: Officer Brady was dispatched to Sheetz located on East Washington Street for a reported trespassing complaint. An employee explained there was a male on private property that was served with a No Trespass Letter. The officer detained the male to confirm if the No Trespass Letter was still valid. The No Trespass Letter was confirmed valid and the male was issued a Criminal Citation. The male was ordered to leave the private property and not return.

03/31/18: Officer Patterson responded to South Prospect Street for a reported assault. The officer found a white male bleeding from the head and lying in the street. A pocket knife was located near the male. The male advised that a friend of his assaulted him and left the area. Community Rescue Service transported the male to Meritus Medical Center for treatment. The police did locate the friend and his account of the incident was somewhat different. The friend stated that the injured male came at him with a pocket knife and that he was only trying to defend himself. It should be noted the injured male was intoxicated. Based upon further police investigation, the injured male was charged with Assault 1st and 2nd Degree, Affray, Home Invasion and Burglary 4th Degree. The friend was charged with Assault 2nd Degree and Affray. The assault stemmed from an argument over money owed to the injured male. No further details are available at this time.

04/01/18: Officer McKinley was dispatched to the Church of God on Corbett Street. A church elder stated to the police that when he arrived at church that morning he noticed certain items out of place. Money was missing from a money collection jar and a screen was removed from a window. The officer did find fingerprints on the outside of the window with the missing screen. The elder did speak with the neighbors to the church but no one saw anything out of the ordinary. There are no suspects at this time.

04/02/18: Detective Filges was in plain clothes in a parking lot on North Burhans Boulevard when he observed a male screaming at a group of 6-8 individuals. This male's actions were a disturbance to the public peace. Detective Filges approached the male and asked him to sit on the curb and calm himself down. The male refused to stop yelling and his behavior became more erratic and very aggressive. Uniformed officers arrived on scene and placed the male under arrest. He was transported to Central Booking. Shortly after Detective Filges left Central Booking he was notified that the male would need to be transported to Meritus Medical Center due to his erratic behavior. An ambulance arrived and transported him to Meritus for evaluation. No further information is available at this time.

OTHER NEWS/INFORMATION

On March 17, 2018, the Hagerstown Police Department administered tests to 16 individuals that expressed an interest in becoming a police officer. Of the 16 individuals that took the test, 7 successfully passed. The next step in the hiring process is the Physical Qualification Test (PQT). The PQT was scheduled for Saturday, March 31, 2018, and six individuals from the March testing and five individuals from the February testing participated in the PQT. Of the 11 participants, 5 successfully passed and will move forward in the Hagerstown Police Department's hiring process. Congratulations to each you.

PUBLIC WORKS

CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	1
Fire	3	1
Human Resources	0	0
Light	5	1
Parks & Engineering	0	1
Police	10	8
Public Works	4	3
Wastewater	2	0
Water	3	3
Weekly Totals	27	18

STREET SWEEPING DATA

Month 2018	Number of Miles of Streets Swept
January	899
February	712
March	560
Total Miles Swept for 2018	2,171

NOTE: One of the two street sweepers has been down since late March for major engine repairs. The work will take a few weeks but the sweeper should be back on the street by mid April.

¹AFTER-HOURS CALL BACK DATA

	Issues for March 2018	March	February
Street Issue	Storm drain lid removed	1	1
Parking System			
Traffic Signal	Signals on flash	3	
Traffic Signs	Signs missing or loose	2	1
Building Maintenance	Roof fascia, plumbing issue	2	1
Fleet Maintenance			
Weather Related			
Misc.			
Total		8	3
Total Call Backs 2018		24	

¹After-hours call out data includes contact with Public Works typically by Washington County Emergency Management. The issues can vary from debris in the street (tree or tree limbs, glass, etc.), traffic signal

operations (signal goes into flash operation), traffic signs (call outs are usually only for STOP or YIELD signs), parking system issues (gates at either deck malfunction, equipment malfunctions, etc) to fleet maintenance issues. Field personnel may or may not be contacted depending upon the issue.

BULK TRASH COLLECTIONS

Month 2018	Number of Collections
January	10
February	16
March	32
Total Bulk Trash Collections for 2018	58

PROPERTY ABATEMENT COMPLETED

Month 2018	Number of Property Abatements
January	2
February	9
March	7
Total Abatements by PW for 2018	18

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Problem Areas

- Thur. 3/29 - 932 Pope Avenue- total outage; bird caused both transformer and line fuses to operate. Time Out: 17.5-18.2
- Mon. 4/2 - 100 Calvert Terrace- lines down; secondary wires replaced. Time Out: 16.9-18.4
- Wed. 4/4 - Various locations- wires down; line crews made repairs to numerous downed wires caused by strong winds in the area. Time Out: 16.7-17.1
- 219 James Street- lines down; service pulled loose from the house. Time Out: 17.9-18.5
- 701 Northern Avenue- lines down; line was found to belong to Washington County Roads Department. Time Out: 18.9-19.3

Engineering

- Multiple site plans, permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed.
- The Staff Engineer worked with Frederick Seibert and Assoc. to finalize conduit and construction plans for the UIP project.
- Tools to be used by line crews for terminating underground conductor have been reviewed. New or replacement tools are being specified for bid.
- The annual inspections of aerial vehicles and fiberglass insulated tools and equipment is being performed.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, March 28, 2018	7.67	0.13
Thursday, March 29, 2018	8.13	0.00
Friday, March 30, 2018	7.67	0.02
Saturday, March 31, 2018	7.25	0.00
Sunday, April 1 2018	7.01	0.00
Monday, April 2, 2018	8.60	0.50
Tuesday, April 3, 2018	8.77	0.28
Weekly – Avg. Flow / Total Rainfall	7.87	0.93
Mar – Avg. Flow /Total Rainfall	7.54	1.54
April – Avg. Flow/Total Rainfall	8.13	0.78

Miscellaneous

- Continued with demo work in polymer room of control building.
- Troubleshoot #2 Nitrified Recycle pump and start disassembling for removal.
- Installed new hoses on center ring pumps on the Final Clarifier Tanks.
- Cleaned US Filter scrubber and prepped for Spring startup.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	5	8,411'		
Flushing	8	469'	72	9

Collection System Maintenance Task

- Pump Station 1, painted lower level.
- Pump Station 3, site prep work for upcoming project.
- Pump Station 4, rebuilt roadway with millings.
- Pump Station 11, rebuilt access road with millings.
- General clean up and inventory of shop.
- General pump shop repair work.
- Grinder pump, 11117 Parkwood Drive, replaced pressure tube.
- 146 West Church Street, poured new concrete sidewalk.
- 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	0	2	0	0	0	1	3
YTD 2018	19	31	1	3	2	31	87

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

Engineering

- Staff met with County Department of Water Quality staff to discuss the County allocation relative to the Sewer Capacity Allocation Program.
- Staff attended the City Benefits Fair.

Laboratory

- Collected Industrial Wastewater sample from Berwick.
- Reviewed Industrial Surcharges for industries.
- Discussed options for wastewater flow measurement at Volvo with County Pretreatment Manager.
- Received DMR-QA 38 supplies.
- Prepared reagents for Lachat operation.
- Process and regulatory testing was routine for the week.

WATER DIVISION

Plant Flows - System Demand (MGD)

Date	Willson	Breichner	Total
03/29/18	9.69		9.69
03/30/18	9.78		9.78
03/31/18	9.49		9.49
04/01/18	9.15		9.15
04/02/18	9.79		9.79
04/03/18	9.51		9.51
04/04/18	9.69		9.69
Average:			9.58

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 were made to the 2nd floor UPS.
 - RC Willson – Repairs continue on the North Flash Mixer.

Water Production at Breichner/Edgemont Reservoir. The Edgemont Reservoir pool elevation is currently at 12.8 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 a water main break on Earley Drive. Hydrants were also repaired on Earley Drive, Leslie Drive, Berner Avenue, Baltimore Street, Hood Street and Greenmount Drive.

Laboratory

- Collected composite samples from lagoon discharges.
- Reported TOC removal efficiency to Water Production Superintendent.
- Reported results from March lagoon discharges to Water Production Superintendent.
- Process and regulatory testing was routine for the week.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	-	-
Preliminary Plats	-	-
Grading Plan	-	-
Final Plat	-	-
Building Permits	13	1

- Staff attended the City Benefits Fair.



Respectfully submitted,

A handwritten signature in blue ink that reads "Valerie A. Means".

Valerie A. Means
City Administrator