

# CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 16 FOR 2018



April 20, 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 6pm Work Session  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

**Main Street Update:** Main Street Hagerstown hosted the monthly downtown business forum with Trish Ieraci from Providing Relief for Autistic Youth as the guest speaker. She provided information to businesses on employing someone on the autism spectrum.

**Burobox:** SCORE Hagerstown used the BuroBox for a HR101 Workshop. The event had 25 registered to attend and was held on Thursday from 11:30 a.m. to 1:30 p.m.

**Economic Development:** DCED is sponsoring a table and offering City incentives to businesses that attend the Tech at the Hub event at HCC. This one-day event will bring together IT professionals, small business owners, government and educational organizations, and subject matter experts to discuss current trends and learn about innovative security solutions, cloud services, risk assessment, IOT, and wireless solutions.

**Farmers Market:** Upcoming activity includes:

- April 21 - Tim Seals will be back to play a variety of instruments and music ranging from blues to county to folk. Jeff & Debi's Grill organized a 'Spring Cleaning' Indoor Yard Sale. Stop by this Saturday to get breakfast and pick up some seedlings for your garden.
- May 5 – May Day at the Market from 9 a.m. – 12 p.m. Bring the whole family for a morning to celebrate Spring. Plant your own seeds, meet animals in the farm petting zoo, discover where your food comes from, talk to local farmers, taste local food, get creative with fun craft activities, and try a free yoga class (8:30-9 a.m. or 11:30 a.m. – 12 p.m.). Sponsored by the Valley Co-op of Washington County, MD, and the City of Hagerstown.

**Engine Room Art Space** – The Shepherd University Capstone Exhibit is on display through Sunday, April 22. A reception was held on Thursday, April 20 to celebrate senior art students Samantha Mae and Jesse Hardt. The exhibit features the beauty of betta fish printed on metal and landscape photography that portrays industrialization and the natural reclamation of those spaces.

**Neighborhoods 1<sup>st</sup> Spring Clean Up Day.** The Oak Hill West Neighborhoods 1<sup>st</sup> Group coordinated a Spring Clean-Up Day last weekend and it was a big success! Thank you to all who attended and volunteered their time.

**FIRE DEPARTMENT**

<b>FIRE DEPARTMENT CALLS FOR ASSISTANCE</b>			
House Fires	0	Community Risk Reduction	90
Building Fires	3	Public Service	5
Medical Assistance	27	Personal Injury Collision	11
Assist other Fire Departments	14	Fuel/Hazard Spills	3
Automatic Fire Alarms	6	Excessive Heat	1
Investigation: Malicious/False Alarms	2	Vehicle Fire	1
Toxic Condition/Leaks	1	Dumpster/Outside Fires	6

**INFORMATION TECHNOLOGY, COMMUNICATIONS & SUPPORT SERVICES**

**COMMUNICATIONS**

**This Week's Headlines and Media Releases:**

- Students Mark Arbor Day With Tree Planting at City Park
- Traffic Advisory: West Antietam Street
- Traffic Advisory: South Cannon Avenue
- Traffic Advisory: Memorial Boulevard

**Channel 25:**

- Watch the **Hub City Now** Newsroom at the top of every hour. This week's news stories include:
  - o Blues Fest Commercial
  - o Neighborhoods 1st Celebration video
  - o See Something, Say Something PSA
  - o Mulberry Lofts Renovation
  - o Bester Community of Hope "Keep Our City Clean" PSA
  - o Vicki Scuri "Rail Switch" Public Art Feature

- Special Broadcasts:
  - o State of the City - full presentation
    - Monday, Wednesday, Saturday at 7 PM
    - Sunday at 3 PM
  - o MTA Commuter Connection
    - Thursday at 7 PM
    - Saturday at 1 PM
- On-going productions:
  - o HPD Out of State License Plates PSA
  - o USA Cycling Promo

**Websites:**

- *City Website:*
  - o About **9,000** users visited [www.hagerstownmd.org](http://www.hagerstownmd.org) for the week of April 9 - 15, 2018 (+1,1000 visitors from last week)
  - o Top entrances (first page users accessed on the website)
    - Home Page 1,907
    - Utility Billing Page 757
    - Police Page 225
    - Community Yard Sale Page 163
    - Jobs Page 162
  - o Top Searches:
    - "pay bill"
    - "jobs"
    - "trash"
    - "yard sale"
    - "airport"
    - "assessor"

**PLANNING & CODE ADMINISTRATION**

**Historic District Commission:** The HDC will review these cases on April 26:

- 993 Potomac Avenue – Tanner Rebeil – roof replacement.
- 703 Oak Hill Avenue – Richard and Jean Shank – fence replacement.
- 16 East Washington Street – Angel Silva – window signage.
- City Park – Vietnam War Memorial
- Final Determination of Preservation Award Winners

**Weekly Activity Report:** April 9–13, 2018

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>						<u>NUMBER ISSUED</u>	
Building	7	Residential -	4	Commercial -	3	Other -	0	6
Electric	13	Residential -	6	Commercial -	5	Other -	2	13
Plumbing	8	Residential -	3	Commercial -	2	Other -	3	8
Mechanical	9	Residential -	4	Commercial -	2	Other -	3	9
Engineering Dept.	7							6
<b>TOTAL</b>	44		17		12		8	42

<b>Est. Value of Issued Building Permit Projects:</b>		<b>Fiscal Year Totals:</b>
Residential	\$ 3,800.00	\$ 4,542,693.00
Commercial	\$ 400,210.00	\$ 17,260,358.00
Apartment	\$ 1,500.00	\$ 1,514,470.00
Sign	\$ 5,960.00	\$ 312,702.00
<b>TOTAL</b>	<b>\$ 411,470.00</b>	<b>\$ 23,630,223.00</b>

**Projects of Interest**

- Pharmacy expansion with new fixtures and finished at 34 North Cannon Avenue - \$150,000
- Demo existing four-story brick building with stone foundation at 13 West Antietam Street - \$112,890
- Remove and demo brick/concrete from areas and cap basements and machine pit areas with asphalt at 580 Pangborn Boulevard - \$128,320

**RENTAL LICENSING PROGRAM YEAR: JULY 1, 2017 – JUNE 30, 2018**

	<b>PROPERTIES</b>	<b>UNITS</b>
Registrations received week of Apr 9 – Apr 13	5	7
New applications issued week of Apr 9 – Apr 13	0	0
Total 2017-2018 registered (includes additions and subtractions since 5/1/17)	3,622	9,371
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	\$ 475
Weekly adjustment/credits	\$ 375

**INSPECTIONS**

<b>TYPE</b>	<b>NUMBER CONDUCTED</b>
Building	31
Electrical	44
Plumbing	23
Mechanical	6
Safety	9
Neighborhood Vitality	41
Quality of Life	0
Preventive Maintenance	6
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.

## PARKS & ENGINEERING

### ENGINEERING DIVISION

1. **Pavement Preservation.** The annual contract was advertised for bids and the final lists of streets have been sent to all utilities.
2. **Governor Appointment – Congratulations to City Engineer Rodney Tissue.** Rodney Tissue was appointed by Governor Hogan to be a member of the *Maryland Commission on Public Art* for a three year term. The next Commission meeting will be in Hagerstown on May 22<sup>nd</sup>.
3. **Safe Routes to School at Haven Road.** At the request of the SCS office and part of the review, we are having Triad analyze the infiltration rate for trenches. We also sent drawings to utilities asking them to locate their existing lines and complete any upgrades before our sidewalk project begins.
4. **Board of Traffic & Parking.** The Board made the following recommendations:
  - Survey residents about removing signal at Locust/Wayside before we do more study.
  - Add parking lines on Liberty Street, rather than remove parking at restaurant.
  - Handicap parking policy being reviewed, regarding limiting on-street handicap parking permits, especially at apartments.
5. **Engineering Statistics.**

Traffic issues		
Description	Week of 4/16/18	Calendar Year 2018 TOTALS
Traffic complaints received	4	57
Work Orders completed	2	33
Traffic counts completed	0	5
Construction Projects		
Description	Week of 4/16/18	Calendar Year 2018 TOTALS
Projects advertised for bids	1	5
RFP's Advertised	0	3
Projects under construction	4	4
Projects completed	0	0

### PARKS & RECREATION DIVISION

1. **Hub City 100 Miler Final Celebration.** Sunday, April 22<sup>nd</sup> is day 100 for the 2018 Hub City 100 Miler! We will celebrate with a day full of activities in partnership with the Herald-Mail Media. The schedule of the day's activities include:
  - 10 a.m. – 3 p.m.: Inspire Health & Wellness Expo brought to you by the Herald-Mail Media
  - 1 p.m.: Final Mile walk/run/bike begins on the Cultural Trail. Line-up on the trail near the Herald-Mail parking lot. We will walk to City Park and back for our final mile together!
  - 2 p.m.: Grand Prize Winners announced inside the Herald-Mail Press Room
2. **Music by the Lake.** This event is run by the Arts Council and has historically been four events, all blue grass. Our Recreation staff met with the Arts Council and discussed the idea of changing-up the music genres. We discussed revamping the flyer and assisting the Arts Council with finding potential new bands via our social media followers. We did a Facebook post on our Recreation Page to ask the public what type of music they would like to hear this summer. The post has gotten a TREMENDOUS amount of attention. As of Thursday, the post has 25,000 likes and 146 shares! Our page views went up 450%. There is obviously a desire for outdoor music. We will continue to work on this exciting proposal.

3. **Municipal Stadium.** Work continues on building a new concession stand counter. A fence was installed in front of the barbeque area.
4. **Zamboni.** The delivery of the new ice resurfer is scheduled for June 9-11. This is very exciting news. The staff at the Ice Rink were able to get the machine much earlier than originally thought. The Rink financial staff said their loan should be in place by the end of April.
5. **City Park Train Hub.** The City Park Train Hub, home of the Hagerstown Railroad Museum and Steam Engine 202, is opening for the 2018 season this Friday, April 20<sup>th</sup>. Hours of operation are Fridays and Saturdays from 10 a.m. – 4 p.m. More details including admission fees, upcoming events, party rentals and more can be found on our website.  
<http://www.hagerstownmd.org/310/Hagerstown-Railroad-Museum-Engine-202>
6. **Hager House.** Opening for the season this Friday, April 20<sup>th</sup>. Hours of operation are Fridays and Saturdays from 10 a.m. – 4 p.m. Additional details including admission fees, upcoming events and tour information can be found on our website.  
<http://www.hagerstownmd.org/309/Jonathan-Hager-House-Museum>

## POLICE DEPARTMENT

### STATS

Calls for Service:	1, 743	Field Interviews:	53
Arrests/Warrants Served:	32	Moving Violations:	39
Domestic Violence Calls:	14	Safety Repair Orders:	1
DUI Arrests:	3	Warnings:	61
Reports Filed:	176		

### REPORTS

**04/12/18:** Officer C. Koontz responded to Clarendon Avenue to make contact with a male who reported he had items stolen from his apartment. He was in the hospital for three months and while there his co-tenant stole items from him and destroyed much of his personal belongings in the residence. When he returned to his apartment he did not feel safe staying there since he found the apartment in such disarray. He filed for a Peace Order against the co-tenant and after 30 days, in which time the co-tenant had moved out, he returned to his apartment requesting a standby from the police. He noticed that his scooter, his handguns and other items belonging to him, were now missing from the property. The investigation is continuing.

**04/13/18:** Officer Moczydlowsky was dispatched to Meritus Medical Center to gather information in regards to an infant injury that occurred over night. The mother of the infant advised that she got up with her baby to give him a bottle. She then placed the baby in the care of her mother in law who lives with them. The mother used the restroom and returned back upstairs to retrieve her baby. After retrieving the baby she traveled back downstairs and tripped on the stairs causing the baby to fall from her arms. The baby fell on his head on the hardwood floor near the landing of the staircase. The parents immediately took the baby to the hospital where he was later flown to Baltimore to be treated for a fractured skull. The Criminal Investigative Unit will conduct a follow-up investigation. No further information is available at this time.

**04/14/18:** Officer Patterson responded to North Prospect Street at the Union Rescue Mission for a Malicious Destruction of Property in progress. The officer made contact with a male causing a disturbance by cursing and yelling loudly. The male advised that a car was coming out of the Mission parking lot and struck him. The male admitted he became angry and threw his bike through the windshield of the vehicle that he claimed struck him. The officer did not see any signs of injury to the male however, the male insisted on an ambulance for transport to the hospital. The officer contacted the Community Rescue Service and the male was transported. It should be noted that the male had a strong odor of an alcoholic beverage coming from his person which implied he was operating a bike under the influence of alcohol. The driver of the vehicle stated that he was at a complete stop at the edge of the parking lot waiting for traffic to pass, when the male rode his bike into the side of his vehicle. At that point

the male riding the bicycle became angry and threw his bike into his windshield causing extensive damage. A witness gave the same account of the incident as the driver of the vehicle. The male riding the bicycle will be charged with one count of Malicious Destruction of Property.

**04/15/18:** Officer Bricker was dispatched to Elizabeth Street for a burglary report. The victims stated they left their home around 1200 hours and when they returned they noticed their house had been broken into. An open window was the obvious entry of the suspect. They found numerous items missing from inside of the house. The approximate total value of the stolen items is \$3,425. The officer took photos of the house and checked the window for prints. Officer Bricker will be checking local pawn shops for the stolen items. There are no suspects at this time.

**04/16/18:** Officer Patterson responded to Meritus Medical Center for a reported assault. The mother reported that her special needs son, who attends Marshall Street School, came home with a red and swollen area behind his right ear which was not there when he left for school that morning. His teacher suggested the area may have become irritated since he rubs his head against the back of the wheelchair. A CAT scan was done on the student and the results will be available later. The medical staff indicated the swollen area could be the result of a fall from his wheelchair or possibly an assault, but they unsure at this time. This report has been forwarded to the School Resource Officer who will conduct further investigation.

**OTHER NEWS/INFORMATION**

**Congratulations to Officer Terry Hose on his Retirement:** Officer Terry Hose retired from the Hagerstown Police Department on Sunday, April 15, 2018. He has served the City of Hagerstown for 25 years in various units of the Department. He had been assigned to the Uniformed Patrol Unit, Narcotics Task Force and retired while serving on the Downtown Police Unit. Employees said their goodbyes and gave their congratulatory remarks on Friday, April 13. Officer Hose will be missed and we wish him well with his future goals.

**PUBLIC WORKS**

**CENTRAL MAINTENANCE GARAGE REPAIR DATA**

	Current Week	Previous Week
DCED	0	1
Fire	1	1
Human Resources	0	0
Light	2	1
Parks & Engineering	1	2
Police	6	10
Public Works	2	2
Wastewater	2	4
Water	2	4
<b>Weekly Totals</b>	<b>16</b>	<b>25</b>

**SPRING ACTIVITIES:** Employees that work seasonally for the city began work on April 2<sup>nd</sup> to help with trash collection, mowing and sign projects. While the weather has not been the typical spring warmth, grass mowing has resumed. A landscape contractor has also begun work on numerous traffic islands and parking lots per their contract that actually began in April.

**DLLR REMODEL:** Work on remodeling the 11,000 square feet of space for the Department of Labor, Licensing and Regulation (DLLR) at 14 N. Potomac Street will begin on April 19<sup>th</sup>. Work includes new flooring and paint throughout the space at a cost of approximately \$64,000. The work will take two to three weeks with most of the activity occurring in the evenings and weekends.

**PARKING DECK UPDATE:** The project to replace parking deck equipment is coming to a close. The electrical delays were finally overcome to get the rear gate of the UD Deck open. The previous two weeks have been mostly data, modem and firewall issues that had to be tweaked and resolved. The project will soon enter a 30 day test phase. If all goes well, the project will be considered complete by June 1<sup>st</sup>. So far, drivers are adapting well to the new equipment and online validations appear to be a big hit. Parking data for the weekly report should resume within the next couple of weeks.

## UTILITIES DEPARTMENT

### ELECTRIC DIVISION

#### Service Calls

- Thur. 4/12 - 37 East Irvin Avenue- lines down; downed lines were found to belong to Antietam Cable Television. Time Out: 16.5-16.7
  
- Fri/ 4/13 - 1639 Woodland Run; total outage; customer's main breaker had tripped. Time Out: 19.8-20.1
  
- Sat. 4/14 - Corner of Bethel Street and Jonathan Street- total outage; meter was stolen from traffic signal. Time Out: 10.2-10.7
  
- Sun. 4/15 - 3 East North Avenue- pole damaged; vehicle struck utility pole in accident. No damage to HLD facilities was found. Time Out: 4.9-5.2
  
- 121 High Street- partial outage; repairs were made to customer's service entrance to restore power. Time Out: 12.2-13.0
  
- Wed. 4/18 - 301 North Burhans Boulevard- partial outage; squirrel caused transformer fuse to operate. Time Out: 16.1-17.1

#### Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed.
  
- Staff obtained quotes for new tooling for HLD line crews.
  
- The Staff Engineer continued work on distribution feeder protective device coordination and feeder upgrades.
  
- The Staff Engineer continued design for HLD facilities affected by the Urban Improvement Project.

### WASTEWATER DIVISION

#### **Wastewater Treatment Plant at Frederick Street**

Date	Flow (mgd)	Rainfall (inches)
Wednesday, April 11, 2018	7.23	0.00
Thursday, April 12, 2018	7.28	0.00
Friday, April 13, 2018	6.95	0.00
Saturday, April 14, 2018	6.71	0.00
Sunday, April 15, 2018	6.81	0.66
Monday, 16, 2018	17.47	2.22
Tuesday, April 17, 2018	14.29	0.00
Weekly – Avg. Flow / Total Rainfall	9.53	2.88
April - Avg. Flow/Total Rainfall	8.64	3.68

#### **Miscellaneous**

- Replaced Siemens level controller on UV channel #1.
  
- Continued demo work in polymer room.

- Cleaned and calibrated UV analyzer.
- Repaired leak on #1 Ferric pump piping.
- Removed grease off of primary clarifier tanks.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

**Wastewater Collection**

**SSES Weekly Progress**

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	8	299'	0	0
Flushing	3	2,200		

**Collection System Maintenance Task**

- Pump Station 1, finished painting the floor, piping, and ladder.
- Pump Station 3, Cleaned wet well.
- Pump Station 11, worked on Scada Unit.
- Took Unit # 527 to Maryland Industrial Truck for repairs to hose reel.
- General pump shop repair work.
- Dropped enzyme bags at various lift stations and trouble spots in the system.
- Completed final two patches at intersection of The Terrace and Meadow View.
- Completed final patch at 1156 The Terrace.
- Completed final patch at 860 Hamilton Boulevard
- Completed final patch at 836 Dewey Avenue.
- Collected data from Volvo flow meter.
- Grinder Pump call, 11333 Eastwood Drive, changed pressure tube.
- Grinder Pump call, 1616 Woodlands Run, changed pressure tube.

**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	1	1	3
YTD 2018	22	33	1	3	3	32	94

*\* 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 Retirement Planning Seminar at Hagerstown Community College.
- Staff hosted a family from Wesel, Germany.

**Laboratory**

- Reviewed Toxic Chemical Data for NPDES Permit Renewal.
- Contacted MDE regarding detection limit requirements.
- Contacted ALS Laboratory to verify whether or not ALS can meet required detection limits.
- Prepared reagents for Lachat operation.
- Process and regulatory testing was routine for the week.

<b>WATER DIVISION</b>
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**Plant Flows - System Demand (MGD)**

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
04/12/18	9.98		9.98
04/13/18	10.19		10.19
04/14/18	10.08		10.08
04/15/18	9.42		9.42
04/16/18	9.40		9.40
04/17/18	9.95		9.95
04/18/18	10.07		10.07
<i>Average:</i>			9.87

**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 Flash Mixer.
  - RC Willson – Lighting upgrades were made on the plant floor.
  - RC Willson – The yearly maintenance was completed on the air handler system.

**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. New Services were installed on Elm Street and the Westfields Development. Repairs were made to a water main break on S. Cleveland Avenue. Hydrants were replaced on Mulberry Street and Washington Street.

**Laboratory**

- Collected composite samples from lagoon discharges.
- Process and regulatory testing was routine for the week.

**Engineering**

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	5	1
Preliminary Plats	-	-
Grading Plan	-	-
Final Plat	3	-
Building Permits	10	4

- Staff attended a development review meeting at the County Planning Office.
- Staff met with a consultant regarding location, definition and acquisition of a water main easement.
- Staff hosted a family from Wesel, Germany.
- Staff attended a Retirement Planning Seminar at Hagerstown Community College.



Respectfully submitted,

A handwritten signature in blue ink that reads "Valerie A. Means". The signature is written in a cursive style.

Valerie A. Means  
City Administrator