

# CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 18 FOR 2018



May 4, 2018

To Mayor Bruchey and Members of the City Council:

## UPCOMING MEETINGS

<b>MAY 2018</b> <i>For additional information and a complete list of City events, please visit our Calendar of Events on the City's website at <a href="http://www.hagerstownmd.org/calendar.aspx">http://www.hagerstownmd.org/calendar.aspx</a></i>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 4pm Special Session & Work Session	2	3	4 6-9pm Wind Down: Farmer's Market Day @ entire 1 <sup>st</sup> block of South Potomac Street	5
6	7	8 2:30pm Executive Session  4pm Work Session	9 4pm Planning Commission Workshop Meeting	10 4pm Board of Traffic & Parking Meeting  4:30pm Historic District Commission Meeting	11	12
13	14	15 4pm Work Session  7pm Tax & Budget Hearing	16	17	18	19
20	21	22 7pm Regular Session	23	24 4:30pm Historic District Commission Meeting	25	26
27	28 <b>HOLIDAY CITY OFFICES CLOSED</b>	29	30 7pm Hagerstown Planning Commission Regular Meeting	31		

## DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

**Economic Development:** DCED attended the 40<sup>th</sup> Annual John Frye Historic Preservation Awards Ceremony & Luncheon that was hosted by the Hagerstown-Washington County Convention and Visitors Bureau. The 2018 award recipients were:

- Sandra Izer - *Preservation Advocacy Award*

- Michael Fitzgerald - *Preservation Award* for Multiple Projects
- Selena Wilkes - *Adaptive Reuse Award* for Elmwood Farm

**Main Street Update:**

- Staff showed the BuroBox to one prospective start up business and is working with another startup to sign a license agreement.
- Main Street Hagerstown held their annual volunteer recruitment event on Wednesday, May 2<sup>nd</sup> at the Grand Piano Ballroom. Attendees learned about each work group and many submitted volunteer applications that night!



**Grand Opening:** DCED coordinated the Grand Opening Ceremony for Meritus Family Medicine at 24 North Walnut Street which will be providing primary health care services downtown for all ages. It will also be the new home of USMH Health Sciences Center and Frostburg State University's Physician Assistant Educational Program. The ribbon cutting was held on May 2<sup>nd</sup> and officiated by Councilmember Austin Heffernan.

**Farmers Market:** Celebrate May Day at the Market on May 5 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.

**Wind Down Fridays:** The Wind Down season kicks off this Friday, May 4<sup>th</sup>. The City logistics team has been working with the Maryland Theatre to coordinate this downtown series. The 2018 schedule is listed below. Unless otherwise noted, the times are 6–9 p.m. For more information please visit <http://winddownhagerstown.com/>

- May 4<sup>th</sup> – Celebrating Moms | featuring The Jill Fulton Band
- June 29<sup>th</sup> – Father's Day: Cars & Craft Beer | featuring The Profits
- July 27<sup>th</sup> -- Bike Night: All Things Art | featuring Staff Infection
- August 10<sup>th</sup> -- Hot Diggety Dog | featuring South Mountain Breed

- September 21<sup>st</sup> – featuring Lucky Punk
- October 5<sup>th</sup> – featuring Matt Otis & The Sound

## FIRE DEPARTMENT

### FIRE DEPARTMENT CALLS FOR ASSISTANCE

House/Cooking Fires	2	Community Risk Reduction	230
Building Fires	2	Public Service	4
Medical Assistance	23	Personal Injury Collision	8
Assist other Fire Departments	11	Fuel/Hazard Spills	1
Automatic Fire Alarms	4	Gas Leaks	1
Power Lines Down/Electrical	4	Investigation: Carbon Monoxide Incident	1
Overheated Motor	1	Dumpster/Outside Fires	7

## INFORMATION TECHNOLOGY, COMMUNICATIONS & SUPPORT SERVICES

### COMMUNICATIONS

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

- Mayor and Council Seeking Community Input on Rental Licensing Changes
- Wertman Photography Celebrates Fifth Anniversary in Downtown Hagerstown
- Hypnosis Practice Opens Downtown Hagerstown Office
- Nationally-Recognized Physical Therapy Facility Relocates in Hagerstown
- Students and Staff Equipped with Updated Technology for Learning
- Traffic Advisory: Wind Down Friday

#### **Channel 25:**

- Watch the **Hub City Now** Newsroom at the top of every hour. This week's news stories include:
  - o Neighborhoods 1<sup>st</sup> Celebration video
  - o See Something, Say Something PSA
  - o Mulberry Lofts Renovation
- 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 Saylor House Renovations Project Feature

**Websites:**

- *City Website:*
  - o About **7,700** users visited [www.hagerstownmd.org](http://www.hagerstownmd.org) for the week of April 23-29, 2018 (+1,000 visitors from last week)
  
  - o Top entrances (first page users accessed on the website)
    - Home Page 1,853
    - Utility Billing Page 662
    - Police Page 225
    - Jobs Page 180
    - Yoga Page 173
  
  - o Top Searches:
    - "jobs"
    - "communications officer"
    - "employment"
    - "yoga"
    - "bill pay"

**PLANNING & CODE ADMINISTRATION**

**Zoning Certificates Issued:**

- 20 West Washington Street – The Grand Piano Ballroom, LLC – event venue.
- 105 West Franklin Street – House of Glam – hair salon and retail sales of hair products.
- 17804 Sinter Way – Rina Kitchen – home workstation for a catering business.

**New Development Cases:**

- 1700 Wesel Boulevard – Sam’s Club – minor site plan for a refrigeration equipment addition.
- Antraquip Corporation – Bowman Avenue – ESD sketch plan.

**Planning Commission:** The Planning Commission will consider these items on May 9:

- 231-291 Eastern Boulevard North – Kensington Commercial Center – final plat.
- 1302 Pennsylvania Avenue – Washington County Health Department/Coffman Nursing Home – final plat.
- 12601-12606 Barton Drive – Richmond American Homes – final plat.
- Hager’s Crossing, Phase 2, Block B (2-Year Renewal) – preliminary plat.
- Wendy’s – 950 Dual Highway – site plan.
- 580 Pangborn Boulevard – EMSOURCE Group Properties – revision to approved forest conservation plan.
- 758 Bowman Avenue – Antraquip Corporation – ESD sketch plan.

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

- 993 Potomac Avenue – Tanner Rebeil – approved a roof replacement.
- 703 Oak Hill Avenue – Richard and Jean Shank – approved a fence replacement.
- 16 East Washington Street – Angel Silva – approved window signage.
- City Park – Vietnam War Memorial.

- Final Determination of Preservation Award Winners – agreed on two property owners to recognize: Kenly House/Ravenswood (located off of Frederick Street) and the Coin-Op Warehouse on East Franklin Street.

The following case was filed for the May 10 meeting:

- 7 East Washington Street – AT&T – communications equipment on Alexander House.

**Board of Zoning Appeals:** The May 16 BZA hearing was canceled since no cases were filed.

**Weekly Activity Report:** April 16-27, 2018

PERMITS								
TYPE	NUMBER OF NEW APPLICATIONS							NUMBER ISSUED
Building	17	Residential -	8	Commercial -	8	Other -	1	11
Electric	32	Residential -	20	Commercial -	5	Other -	7	32
Plumbing	19	Residential -	13	Commercial -	3	Other -	3	19
Mechanical	11	Residential -	8	Commercial -	3	Other -	0	11
Engineering Dept.	23							24
<b>TOTAL</b>	102		49		19		11	97
<b>Est. Value of Issued Building Permit Projects:</b>				<b>Fiscal Year Totals:</b>				
Residential				\$ 473,800.00				\$ 5,016,493.00
Commercial				\$ 9,977,00.00				\$ 27,237,358.00
Apartment				\$ 0.00				\$ 1,514,470.00
Sign				\$ 0.00				\$ 312,702.00
<b>TOTAL</b>				<b>\$ 10,450,800.00</b>				<b>\$ 34,081,023.00</b>
<b>Projects of Interest</b>								
- Construct new four story extended stay hotel, Home 2 Suites by Hilton at 1661 Pullman Lane – \$8,400,000								
- New single family home at 325 Dayspring Lane - \$200,000								
- Construct two single family homes in Greenwich Park - \$245,000								
- Create shell space on 5 <sup>th</sup> floor of building at 140 West Franklin Street - \$140,000								
- Demolition of waste water treatment plant building at 551 Eastern Boulevard - \$40,000								
<b>RENTAL LICENSING PROGRAM YEAR: JULY 1, 2017 – JUNE 30, 2018</b>								
							<b>PROPERTIES</b>	<b>UNITS</b>
Registrations received week of April 16 – April 27							6	6
New applications issued week of April 16 – April 27							0	0
Total 2017-2018 registered (includes additions and subtractions since 5/1/17)							3,628	9,377
Percentage of rental license renewals that have registered as of November 3, 2017							99.0%	99.0%
<b>Notes:</b> 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.								
<b>PAYMENT</b>								
Weekly payment received			\$ 450					
Weekly adjustment/credits			\$ 75					

INSPECTIONS	
TYPE	NUMBER CONDUCTED
Building	54
Electrical	64
Plumbing	33
Mechanical	19
Safety	52
Neighborhood Vitality	52
Quality of Life	5
Preventive Maintenance	163
Planning & Zoning	2

**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:	1,757	Field Interviews:	48
Arrests/Warrants Served:	53	Moving Violations:	36
Domestic Violence Calls:	22		
DUI Arrests:	0	Safety Repair Orders:	16
Reports Filed:	102	Warnings:	91

**REPORTS**

04/26/18: Officer T. Helman responded to Weis Market on Eastern Boulevard for a report of two shoplifters that were detained by the store's Loss Prevention staff. Upon arrival, the officer questioned the female suspects. The officer checked their purses and found CDS/paraphernalia. Both subjects were arrested.

04/27/18: Officer Thompson was dispatched to the 600 block of Prospect Street for a burglary. The male victim notified police that his 40" Haier LED television, a DVD player, and cash were taken. The victim's residence has a motion censored video camera located at the front door. The video showed a male however it only displayed the back of the suspect. A footprint was obtained from the front door where the suspect kicked the door and entered the residence. No fingerprints were obtained.

04/28/18: Officer Weaver responded to the unit block of Broadway for a reported 2<sup>nd</sup> Degree Assault. Upon arrival, the female and male victims notified that they were outside in front of their residence. A black male rode by on bike and made racial comments towards them. The female victim replied with comments. The male suspect returned moments later with approximately five black males who began verbal and physically assaulting the male victim. The female, in an attempt to deter the assault, smacked one suspect, who in turn smacked her on her cheek. The suspects, who were all wearing black, fled the area southbound through the alley toward East North Avenue. Officers checked the area and could not locate the suspects.

04/29/18: Officer McKinley was dispatched to an Armed Robbery in Progress at Family Dollar located at 921 Pennsylvania Avenue. Prior to arrival on scene, 911 Dispatch advised the suspect was wearing dark clothing and had fled the area on a bicycle. While officers checked the surrounding area, Officer McKinley made contact with the Family Dollar employee who was emotionally distraught and having difficulty remembering details. The female victim stated the suspect struck her in the head and that the suspect had also brandished a silver handgun during the robbery. The store's video surveillance footage was reviewed. The black male suspect was described as wearing dark jeans, a black zip-up jacket, gray gloves, and a black article covering his face. The suspect directed the clerk to empty the registers and then fled on a dark colored BMX style bicycle towards Park Lane. The investigation is on-going.

04/30/18: Officer McKinley responded to an Armed Robbery at Dick's Market located at 895 Salem Avenue. Upon arrival, the male victim reported that a black male entered the store, walked behind the counter, and confronted him. The male clerk was forced to open the cash register and give the suspect currency. The suspect then fled on foot. A local resident who has a video surveillance camera set up at their residence was able to provide the footage it recorded to HPD. The footage depicted the suspect wearing a black coat, gray sweat pants, and black sneakers exit the store, walk west on Salem Avenue past the alley and then towards Bryan Place. HPD Officers searched the area along with a K9 track. The investigation is continuing.

05/01/18: Officer R. Dean was dispatched to Wayne's Country Store, 1020 West Washington Street, for a reported Armed Robbery. Officer Dean and Detective Brashears reviewed the store's video surveillance footage. The male suspect left the area on foot heading north on Nottingham Road. The suspect appeared to be approximately 5'10" to 6'2" in height, wearing a dark green or black hoodie, black mask, grey sweatpants with light brown Timberland style boots. While other HPD officers were searching the area for the suspect, Officer Dean checked the area for buildings that may have video surveillance to provide additional footage of the suspect's escape route. The investigation is on-going.

05/02/18: Officer T. Helman responded to Meritus Medical Center for a reported Stabbing with two victims. Upon arrival, the officer was notified by medical personnel that there was one male victim with a stab wound to his left butt cheek in Trauma Room #1 and in Trauma Room, #2 the second victim was being treated for two stab wounds to the back of his thigh and to his back. Officer T. Helman initially attempted to speak with the second male victim however the victim was in and out of consciousness and was unable to speak due to his medical condition. Officer T. Helman then spoke with the first victim. This victim relayed that he and his cousin, Victim #2, were on Mulberry Street in the vicinity of Corner Liquors. Two unknown males walked from the west side of the 100 block South Mulberry to the east side. As the males approached the victims, the suspect males were staring. Victim #1 asked the suspects what they were staring at. And then the groups started a physical altercation. During this altercation, the victims were stabbed. The victims left the scene in Victim #2's vehicle. They drove to the area of J & C Deli where a friend drove them to Meritus Medical Center. Victim #1 stated that he did not know the suspects and could not describe them. Officer T. Helman and Detective Dietz obtained a recorded interview with Victim #2. The investigation is continuing.

## UTILITIES DEPARTMENT

### ELECTRIC DIVISION

#### Service Calls

Mon. 4/30 - 600 Block, East First Street- pole damaged; vehicle struck utility pole in accident.  
Time Out: 5.3-6.2

- Tues. 5/1 - Western Maryland Hospital, 1500 Pennsylvania Avenue- line crews disconnected electric service to hospital for annual maintenance of their facilities. Time Out: 17.7-18.9
- Western Maryland Hospital, 1500 Pennsylvania Avenue- service reconnected following the completion of annual maintenance. Time Out: 22.3-23.1

**Engineering**

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- The Staff Engineer began specifying materials and drafting a sequence plan for HLD electric utility work for the UIP project.
- The Staff Engineer responded to multiple requests for utility electric enhancements to commercial properties in the downtown area.
- Engineering staff performed nighttime inspections of HLD's street light system. Repairs will be completed prior to downtown events.
- The Staff Engineer coordinated electric subtransmission work with the Potomac Edison Company to accommodate upgrades to their system.
- Engineering staff reviewed privately installed street lighting in a housing development and reported required repairs prior to HLD acceptance into our system.

**WASTEWATER DIVISION**

**Wastewater Treatment Plant at Frederick Street**

Date	Flow (mgd)	Rainfall (inches)
Wednesday, April 25, 2018	8.79	0.06
Thursday, April 26, 2018	8.41	0.00
Friday, April 27, 2018	8.43	0.17
Saturday, April 28, 2018	7.87	0.00
Sunday, April 29, 2018	7.75	0.00
Monday, April 30, 2018	7.65	0.00
Tuesday, May 1, 2018	7.58	0.00
Weekly – Avg. Flow / Total Rainfall	8.07	0.23
April – Avg. Flow /Total Rainfall	8.85	4.13
May – Avg. Flow/Total Rainfall	7.58	0.00

**Miscellaneous**

- Calibrated Accu-view UV analyzer and replaced cuvette.
- Disconnected Nitrified Recycle Pump #2 for scheduled crane removal.
- Repaired leak and replaced piping on ferric pump.
- Started US Filter scrubber and replaced ORP probe.
- Replaced faulty control wiring on Milton Roy methanol pumps.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

**Wastewater Collection**

**SSES Weekly Progress**

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	9, 10, 21	390'	6	194'
Flushing	3	6,550'		

**Collection System Maintenance Task**

- Sewer Backup, 351 East Antietam Street, CCTV'd, found issue to be on the private side.
- Sewer Backup, 757 Dual Highway, cleared blockage in mainline.
- Sewer Backup, 923 View Street, found roots in the mainline, emergency excavation, replaced 8' section of mainline.
- 1251 Frederick Street; excavated and repaired service lateral, installed cleanout.
- Grinder Pump call, 1641/1643 Woodlands Run, grease in tank, replaced both pumps.
- Grinder Pump call, 11131 Eastwood Drive, replaced pump and pig-tails.
- Flushed Quarterly trouble spots in the system.
- CCTV work for the City of Martinsburg.
- Completed final patch repairs at 304 South Cleveland Avenue, 860 Hamilton Boulevard and 134 West Washington Street.
- Reset storm drain for Public works behind 32-40 East Washington Street.
- Mowed Lower entrance of WWTP from the gate to Frederick Street and mowed pump stations.
- Dug out and installed stone under both portable pumps at WWTP to make the area maintenance free.
- Installed new riser on MH # 06056.
- 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	2	0	0	0	4	7
YTD 2018	25	36	1	3	3	33	105

*\* 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 met with the City Attorney to discuss the Pump Station #6 replacement project.
- Staff attended a progress meeting for the Southern Boulevard project.

## Laboratory

- Collected Toxic Chemical samples for permit renewal.
- Reviewed other methods for detection of ammonia, nitrite, nitrate, orthophosphate, total nitrogen, and total phosphorous in process-control samples.
- Collected Industrial Wastewater samples from HBP.
- Discussed CIP wastewater with Pinnacle Foods Pretreatment Superintendent.
- Prepared reagents for Lachat operation.
- Process and regulatory 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>
04/26/18	10.06		10.06
04/27/18	9.46		9.46
04/28/18	9.99		9.99
04/29/18	9.44		9.44
04/30/18	10.14		10.14
05/01/18	10.45		10.45
05/02/18	10.80		10.80
<i>Average:</i>			<i>10.04</i>

### **Water Production at R. C. Willson**

- Operations:
  - Operations were routine this week – Staff worked on facility maintenance and routine preventative maintenance.
  - Staff along with Hazen and Sawyer and Carl Belt, Inc. conducted the Notice to Precede and Pre-Construction with representatives from Maryland Department of the Environment.
- Maintenance
  - RC Willson – Staff worked on miscellaneous equipment preventive maintenance.
- Instrumentation
  - RC Willson – North Flash Mixer – ongoing repairs
  - RC Willson – Repaired Jar tester
  - Pump Stations – Routine Preventative Maintenance

**Water Production at Breichner/Edgemont Reservoir.** The Edgemont Reservoir pool elevation is currently at 2.1 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.
- Crews continue to replace residential meters throughout the water service area.
- Crews completed the water main tie-in at Wilson Boulevard and Frederick Street.
- The large meter testing and hydrant flushing programs are underway.

**Laboratory**

- Collected composite samples from lagoon discharges.
- Received sampling supplies for UCMR 4.
- Completed monthly bacteria sampling summary and report to the Town of Smithsburg.
- Completed monthly bacteria report for R.C. Willson WTP.
- Notified consecutive systems of upcoming 2<sup>nd</sup> quarter DBPs sampling on May 15<sup>th</sup>.
- Investigated customer complaint regarding water odor. Results were normal.
- 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	-	-

- Staff attended a development review meeting at the County Planning Office.
- Staff attended a Pre-construction meeting for the R.C.Willson Traveling Screen and Tank Mixing projects.
- Staff attended a progress meeting for the Southern Boulevard project.



Respectfully submitted,  
*Valerie A. Means*  
Valerie A. Means  
City Administrator