

CITY OF HAGERSTOWN, MARYLAND

STATUS & INFORMATION REPORT NO. 33 FOR 2018



August 24, 2018

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

AUGUST 2018						
<i>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</i>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4 Music By The Lake
5 7:30-9pm Hagerstown Municipal Band Concert @ City Park Bandshell	6	7 3pm Executive Session 4pm Work Session 5:30pm National Night Out @ Fairgrounds Park	8 4pm Hagerstown Planning Commission Meeting	9 4pm Board of Traffic & Parking Meeting 4:30pm Historic District Commission Meeting	10 7:30pm Krumpe's Donut Alley Rally 5K @ 912 Maryland Avenue-Alley 6-9pm Wind Down Friday @ University Plaza	11 11am-4pm What's NXT Downtown Summer Slide Festival @ Downtown Hagerstown, Walnut Street
12 7:30-9pm Hagerstown Municipal Band Concert @ City Park Bandshell	13	14 4pm Work Session	15 7pm Board of Zoning Appeals Meeting	16	17	18 11am-10pm Augustoberfest @ Central Lot
19 11am-5pm Augustoberfest 6-9@ Central Lot 7:30-9pm Hagerstown Municipal Band Concert @ City Park Bandshell	20	21 3pm Executive Session 4pm Work Session	22	23	24	25
26 7:30-9pm Hagerstown Municipal Band Concert @ City Park Bandshell	27	28 7pm Regular Session	29 7pm Hagerstown Planning Commission Meeting	30	31	

PARKS & ENGINEERING

ENGINEERING DIVISION

1. **UIP Traffic Update.** Originally, the City had proposed that busses could pull into the closed right lane of S. Potomac Street in front of the school; however, it's been determined that it will just be too tight for busses to pull in and then pull back out into the left lane of Potomac Street to exit. The plan now is to have bus drop-off/pick-up behind BISFA, in the alley at the rear of the District Court – students will then use the temporary pedestrian walkway to skirt around the construction zone and into the rear of BISFA. We had our contractor improve the temporary walkway to make it more accessible; Morgan Keller will install fencing along the walkway to direct students and pedestrians.

The parent pick-up zone will stay on West Washington Street – we do not want to let parents use the closed lane of South Potomac Street in front of BISFA for pickup, as we think that this would just cause too much confusion/congestion. This will obviously require coordination – at times there will be student pick-up, construction material delivery vehicles, and MD Theatre performer vehicles all vying for space in this alley. We will monitor how well it works, and make adjustments as needed.

2. **Pavement Preservation.**

- The slurry seal has been placed on Ice Rink and Municipal Stadium parking lots. Potomac Avenue and Funkhouser Park parking lot are being overlaid this week. Locust Street will have to wait until Gas Company subcontractor has completed the street repair work.
- Midlantic is our new pavement marking company and so far this year they have scheduled the work fairly quickly and the workmanship looks good. They have completed Cleveland, Fairview, Walnut, Circles in the northend, Surrey, Reynolds, Stratford and several other minor streets. The Ice Rink parking lot will be striped on August 24th and the Stadium parking lot before the Suns return to Hagerstown on August 30th.

3. **Traffic Island at Pennsylvania/Burhans.** At the request of Neighborhoods 1st we are rebuilding this island with handicap ramps and a landscape area in the center. The group will furnish, plant, and maintain shrubs.
4. **Prospect Avenue Crosswalk.** The poles are going up this week and the flashing signs and pushbutton should be operational by the middle of next week, so we can make sure they work before school starts.
5. **Langdon Street.** Contractor should finish up the work on Mitchell Avenue by early next week. Langdon is open as a two-way street, and will be milled and overlaid in the near future. Pavement markings will include a shared bike route symbol.

6. **Engineering Statistics**

Traffic issues		
Description	Week of 8/19/18	Calendar Year 2018 TOTALS
Traffic complaints received	3	126
Work Orders completed	0	90
Traffic counts completed	2	21
Construction Projects		
Description	Week of 8/19/18	Calendar Year 2018 TOTALS
Projects advertised for bids	0	13
RFP's Advertised	0	4
Projects under construction	7	7
Projects completed	0	0

PARKS DIVISION

1. **Washington Capitals Camp.** The Caps hosted a one-day camp on the renovated rink.



2. **Dash N Splash.** Below are photos from the 1st Annual Dash N Splash on Saturday, August 11th along the Cultural Trail



3. **Pool.** Camp swims will be wrapping up next week and the last day open for public swim is Labor Day, Monday, September 3rd.
4. **Golf.** The course will be hosting several upcoming events:
 - Benny's Pub League Playoff this Saturday, August 25th
 - Swing for our Vets, Saturday, Sept 7th in partnership with Bob Rocks Radio
 - Par Fore Pink, Friday, October 5th
5. **Hager House.** The annual Garden Tours will be held this Friday & Saturday, August 24th and 25th between 10 a.m. – 4 p.m. with tours on the hour.

PLANNING & CODE ADMINISTRATION

Zoning Certificates Issued:

- 44 North Potomac Street, Suite 205 – Spray La Vie Sunless Tanning LLC – spray tanning and beauty retail.

Board of Zoning Appeals: The BZA will be hearing one case for a confirmation of a nonconforming use at 200-202 West Howard Street/747 Maryland Avenue on September 19.

Planning Commission: The Planning Commission will be considering these items on August 29:

- Land Management Code Text Amendments – continue review of proposed package of amendments.
- 2035 Comprehensive Plan Implementation Plan.

Weekly Activity Report: August 13–17, 2018

PERMITS								
TYPE	NUMBER OF NEW APPLICATIONS							NUMBER ISSUED
Building	4	Residential -	4	Commercial -	0	Other -	0	4
Electric	13	Residential -	5	Commercial -	7	Other -	1	13
Plumbing	18	Residential -	9	Commercial -	4	Other -	5	18
Mechanical	9	Residential -	7	Commercial -	2	Other -	0	9
Engineering Dept.	17							21
TOTAL	61		25		13		6	65
Est. Value of Issued Building Permit Projects:					FY18 Fiscal Year Totals:			
Residential				\$ 26,500.00				\$ 800,972.00
Commercial				\$ 321,788.00				\$ 7,458,789.00
Apartment				\$ 25,000.00				\$ 926,540.00
Sign				\$ 0.00				\$ 8,343.00
TOTAL				\$ 373,288.00				\$ 9,194,644.00
Projects of Interest								
- Interior renovations and construct drive thru for Ameriserv at 12806 Shank Farm Way - \$320,288								
RENTAL LICENSING PROGRAM YEAR: JULY 1, 2018 – JUNE 30, 2019								
					PROPERTIES		UNITS	
Registrations received week of August 13 – August 17					30		55	
New applications issued week of August 13 – August 17					0		0	
Total 2018-2019 registered (includes additions and subtractions since 5/2/18)					3,322		8,719	
Percentage of rental license renewals that have registered as of May 2, 2018					88.7%		91.9%	
Notes: The 2018-2019 rental license renewals for 9,489 units in 3,747 properties were mailed on May 2, 2018.								
PAYMENT								
Weekly payment received		\$ 4,425						
Weekly adjustment/credits		\$ 1,425						
INSPECTIONS								
TYPE				NUMBER CONDUCTED				
Building				26				
Electrical				35				
Plumbing				26				
Mechanical				11				
Safety				71				
Neighborhood Vitality				118				
Quality of Life				0				
Preventive Maintenance				20				
Planning & Zoning				5				

INSPECTIONS KEY:	
Categories of Conditions	
Safety	Conditions which are or reasonably present a hazard to occupant or public. Example: No smoke alarms, improper wiring, handrails
Neighborhood Vitality	Conditions which cause or tend to cause diminution to property Example: Weeds, trash, debris, junk vehicles, deterioration of a structure.
Quality of Life	Conditions which negatively impact occupants. Example: Damaged surfaces, damages elements, missing screens
Preventive Maintenance	Conditions which are technical violations and need addressed to prevent deterioration. Example: 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. Examples: Uses not permitted in property's zone, construction of new facilities, follow up inspections on open violations.

POLICE DEPARTMENT

STATS

Calls for Service:	1,469	Field Interviews:	24
Arrests/Warrants Served:	20	Moving Violations:	27
Domestic Violence Calls:	23	Safety Repair Orders:	0
DUI Arrests:	2	Warnings:	50
Reports Filed:	136		

REPORTS

08/16/18: Officer Decker responded to Sheetz located at 301 East Washington Street for a reported female trespassing. When the officer arrived the female was sitting on the curb at the front door to the business. The officer confirmed there was an active No Trespass Order on file for the female. The officer issued her a Criminal Citation for one count of Trespass Private Property and she was ordered to leave the area. No further details are available.

08/17/18: Officer T. Helman was dispatched to the Hampton Inn on the Dual Highway for a disorderly female customer. The hotel clerk stated that a female came into the hotel demanding a room, and after causing a scene, she left the hotel. She was described as an African American who was wearing a white sweater and pants that were white and black striped. The officer was searching the area for the individual when he noticed a female in the parking lot of Bob Evans Restaurant. The female was carrying a white gift bag and she matched the description of the individual from the Hampton Inn.

The officer stopped her and advised her to not return to the Hampton Inn due to the recent disturbance. At this time, Dispatch advised they received a call from Walgreens that a theft had just occurred and the female was wearing a white sweater and pants that were white and black striped. The store manager stated the female had stolen a white gift bag and had placed items from the store inside of the bag. With this information the officer asked to see what was in the female's gift bag. The female replied she had meat in the bag. The officer searched the bag and discovered several beauty products (valued at over \$100), but no meat. The officer stated she was under arrest and she was transported to Central Booking regarding the theft.

08/18/18: Officer Fuqua responded to Ridge Avenue for a large disturbance. Dispatch advised the group of four to five juveniles were following a male juvenile down the street. The females were yelling and screaming at the male juvenile. This was the second time this evening this officer responded to Ridge Avenue for the screaming juveniles. The officer spoke to the male victim and he stated he walked up on his porch and a female with red hair came on his porch and assaulted him in the face. After the assault, the group walked North on Ridge Avenue. There were multiple witnesses to the assault. The red haired female was placed in custody and transported to the Hagerstown Police Department. The female juvenile was charged with Assault 2nd Degree and then released to her mother. No further details are available.

08/19/18: Officer Patterson was dispatched to Winter Street for a reported malicious destruction of property. The victim advised that someone had scratched and egged his 2006 Ford Mustang. The scratches appeared on the rear driver's side quarter panel. The officer contacted the neighbors to see if anyone saw or heard anything unusual but no new information was gathered. It should be noted that another vehicle on the same street was egged as well, but the owner did not want to report the incident. There are no suspects at this time.

08/20/18: Officer Thompson responded to West Side Avenue for the report of a stolen moped. The victim advised that the moped was parked on his back porch. He noticed that the gate to his fence was open and the moped was gone. There were no video cameras in the area. The victim stated he does not know of anyone that would have stolen his moped. There are no suspects at this time.

08/21/18: Officer Wertz was dispatched to the area of the Salvation Army located on West Franklin Street. Dispatched advised there was a male on the South side of the street and a female on the North side of the street who was yelling at the male. The officer observed the female throw a cell phone to the ground. The male stated he was talking on this cell phone when the female grabbed the phone and crossed the street. The male further advised that the female accused him of talking to his new girlfriend and that angered her, so she grabbed his phone. The female stated she did take the phone but had planned to return it but accidentally dropped the phone and it broke into pieces. The female was transported to Central Booking and charged with Theft and Malicious Destruction of Property.

OTHER NEWS/INFORMATION

Congratulations to Officer Gerard Kendle: On Thursday, August 23, 2018, Officer Kendle was honored with a surprise retirement luncheon. Gerry's last official day at the Hagerstown Police Department is Friday, August 24, 2018.

Gerry has been employed by the City of Hagerstown since January 10, 1994 and a sworn officer since May, 13, 1994. His last assignment at the Department has been as the Crime Prevention Officer. One of his responsibilities was to conduct seminars with local landlords to help them stay abreast of City and State codes. He also worked closely with the Hagerstown Housing Authority.

Gerry also served as the instructional officer for the Citizen's Police Academy. Citizens are given an extraordinary behind-the-scenes look at the Hagerstown Police Department through this annual Academy. The 11-session course gives participants an overview of several divisions and operations of the Police Department, from Patrol to Criminal Investigations. Class members can also go on ride-alongs with a police officer and be trained for emergency preparedness in the event of a natural disaster. All sessions are led by current police personnel who use real-life examples from their experiences to instruct the class. Gerry coordinated this Academy each year and it was very successful.

We thank Gerry for his years to the Hagerstown Police Department and wish him the best in his retirement. He will be missed.

PUBLIC WORKS

CHART NO. 1 – GENERAL PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	176	176
	University District Deck	378	403
Number of Patrons Using Decks	A & E Deck	1513	1362
	University District Deck	2166	1777
Number of Citations Issued	(Includes Warnings)	225	184
Number of Cars Booted		2	2
Late Payment Notifications		97	50
Peak Occupancy (%)	A & E Deck	64% Sat @ 6 PM	48% Wed @ Noon
	University District Deck	58% Tue @ 10 AM	49% Wed @ 10 AM

CHART NO. 2 – A&E PARKING DECK WEEKLY OCCUPANCY

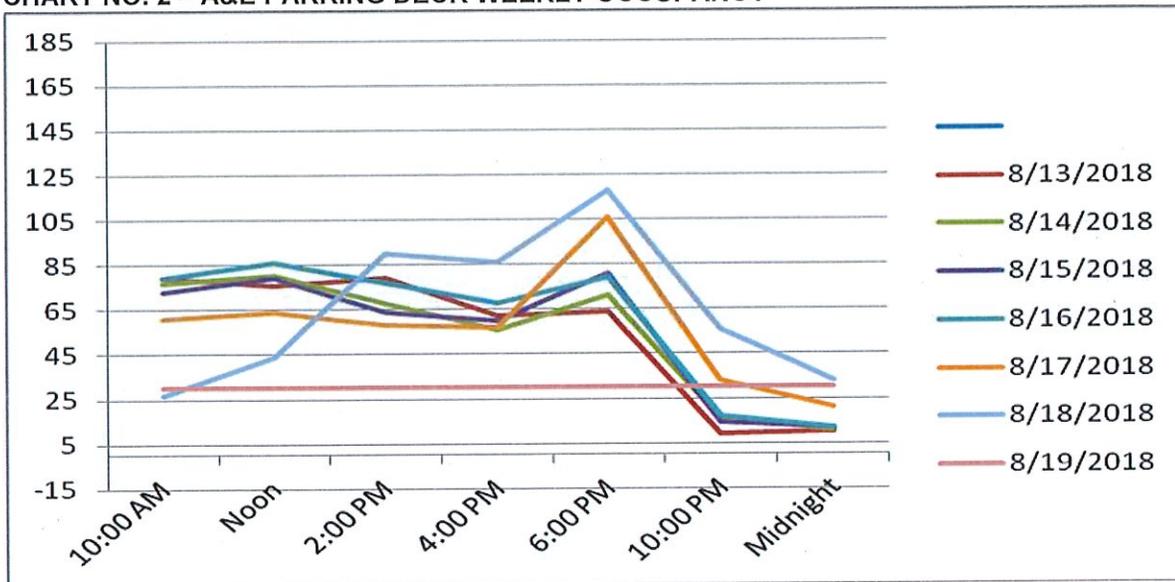
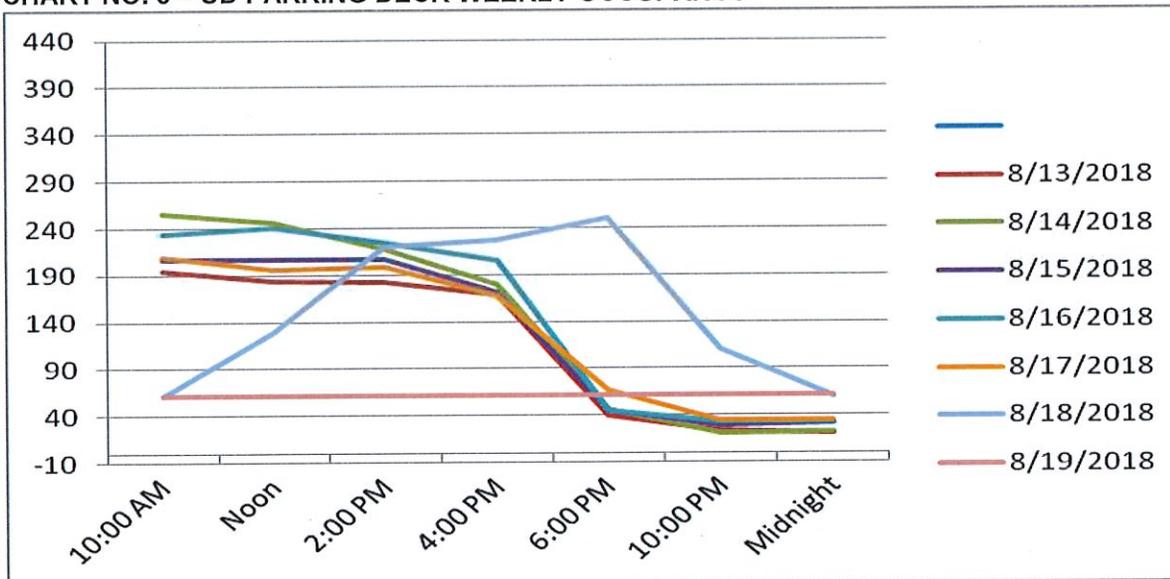


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	3	1
Fire	0	0
Human Resources	0	0
Light	2	2
Parks & Engineering	6	2
Police	13	8
Public Works	2	4
Wastewater	2	1
Water	3	1
Weekly Totals	31	19
Yearly Total	792	

AFTER HOUR CALL BACKS

Sunday, 8/19/18 @ 10:30 AM: Entry gate arm at the A&E Parking Deck was knocked loose when a driver hit the gate arm. Staff was called in to make the repair.

Sunday, 8/19/18 @ 9:45 AM: Jefferson and Cannon traffic signal on flash. Repairs were made and signal placed back into normal operations.

SPECIAL EVENTS

Next up:

- Porchfest on South Prospect Street -- Saturday, September 15th
- Friday Night Wind Down -- Friday, September 21st
- Bester Community of Hope Block Party --- Saturday September 22nd

Staff was instrumental in the set-up and clean-up of the Augustoberfest event held on Saturday, August 18th and Sunday, August 19th. Set-up began on Thursday, August 16th taking two days to set tents, tables, chairs, etc. Most items were removed by late Sunday night. The event included staff from most of the divisions of Public Works and included traffic control, parking attendance, laborer work and electrical oversight.

STREETS

Contractor worked on numerous tree issues around the city. The most significant for Public Works was along the west side of Burhans Boulevard from Wesel Boulevard to Sherman Avenue. Trees that hung over the street were cut back for better visibility.

Two storm drains were rebuilt at the Elgin Boulevard underpass. These drains had required reconstruction for several years. However, traffic detours had to be carefully put into place to allow the operations to commence. The work was completed within one week.

The first of two street sweepers has been placed into operation. The second sweeper is expected to arrive in the near future. Both sweepers are critical to keeping the city clean and meeting storm water management goals.

TECHNOLOGY & SUPPORT SERVICES

COMMUNICATIONS DIVISION

This Week's Headlines & Media Releases:

- Augustoberfest Celebrates Hagerstown's German Heritage for 23rd Year
- Invest Hagerstown Approved
- Downtown Parking Options Outlined on City Facebook Page
- Press Release: "Bike Boxes" Benefitting City Cyclists
- Traffic Advisory: Pavement Survey

This Week's Video Projects:

- Downtown Hagerstown Business Forum with Officer Gerry Kendle
- Mayor & Council Meeting Work Session

Channel 25 Hub City Now Programming:

- Downtown Hagerstown Business Forum with Officer Gerry Kendle
- Parks & Recreation Fitness Challenge
- Cultural Trail Artist Video: Vicki Scuri "Railroad Switch"
- Thomas Kennedy Park Groundbreaking Video

- Act Now PSA
- Mayor & City Council Meeting—Thursday at 7pm, Saturday at 9am, and Sunday at 9am & 3pm
- MTA Commuter Connection

City Website:

- www.hagerstownmd.org attracted 8,233 user visits for the week of August 13-19
- The most popular top entrances (the first page users accessed on the website):
 - o Home Page 2,135
 - o Utility Billing Page 794
 - o Police Page 227
 - o Parks & Recreation Page 153
 - o Potterfield Pool Page 144
 - o Yoga Page 137
 - o Jobs Page 130
 - o City Park Page 86
 - o Hager House Museum Page 70
 - o Fire Page 69
- Top Searches:
 - o "True"
 - o "Pay bill"
 - o "Jobs"
 - o "Employment"
 - o "Parking"

UTILITIES

ELECTRIC DIVISION

Service Calls:

- Sat. 8/18 - 34 South Mulberry Street- total outage, squirrel caused (1) 20T transformer to operate. Time Out: 10.6-11.7
 - 16 East Antietam Street- pole damaged, streetlight damaged in vehicle accident. Lineman removed damaged light and replaced it the next business day. Time Out: 22.6-23.5
- Sun. 8/19 - 74 East Antietam Street- partial outage; bird caused transformer and line fuses to operate. Lineman replaced (1) 15T and (1) 20T fuse to correct problem and restore power. Time Out: 7.0-8.2
 - Central Parking Lot, downtown Hagerstown; removal of Augustoberfest arch at the conclusion of the festival. Time Out: 17.5-18.2
- Wed. 8/22 - South Potomac Street and Baltimore Street- lineman removed insulation that had fallen onto HLD power lines. Time Out: 18.9-19.2

Engineering

Staff worked on the following projects:

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- The Staff Engineer completed multiple designs for system improvements.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, August 15, 2018	9.83	0.00
Thursday, August 16, 2018	9.42	0.00
Friday, August 17, 2018	8.85	0.00
Saturday, August 18, 2018	9.78	0.66
Sunday, August 19, 2018	9.32	0.00
Monday, August 20, 2018	8.98	0.00
Tuesday, August 21, 2018	12.74	1.43
Weekly – Avg. Flow / Total Rainfall	9.85	2.09
Aug - Avg. Flow/Total Rainfall	12.53	6.29

Miscellaneous

- Removed 6" Dezurik valve, unclogged discharge piping and replaced shear pins on primary sludge pump.
- Removed and replaced defective effluent sample pump.
- Replaced defective wiring and breakers in final effluent sample MCC.
- Continued installing control wiring for new polymer skid.
- Replaced pulley, belts and repaired motor on BNR scrubber.
- Replaced seal water controls on in-plant Pump #2.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	24	944'	2'	1
Flushing	9,10	11,323'		

Collection System Maintenance Task

- Sewer back up, 17500 Patterson Drive, problem on the private side.
- Sewer back up, 412 Rhode Island Avenue, problem on the private side.
- Grinder Pump call, 11131 Eastwood Drive, no issues found, homeowner to repair alarm light.
- Worked with HFD to burn debris pile in the backfield.
- CCTV'd Marion Street for Columbia Gas.
- Pump Station #3 material prep work at shop.
- Sealed leaking manholes #12070 and #12072.
- General pump shop repair work.
- Dropped Enzyme bags at Various Pump 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	1	0	0	0	0	2
YTD 2018	40	73	1	3	3	66	186

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

Engineering

- Staff met with State Highway Administration representatives at Pump Station # 6 to discuss requirements to be included in the design of the station replacement.
- Staff met with the Collection System Superintendent and Supervisor regarding the former and current configuration of the service connection for North Hagerstown High School.

Laboratory

- Met with Pinnacle Foods to discuss conditions of release for their stored CIP wastewater contained in their Digester and Clarifier.
- Sent Pinnacle Foods an email describing the specifics of non-routine wastewater treatment and release in order to avoid future confusion.
- Notified County Pretreatment Manager of issues with Volvo's waste stream. Solids were high enough to clog portable autosampler.
- Met with Volvo staff to discuss potential source of waste stream issues.
- Observed potential residue from Volvo waste stream in Clarifier. There does not appear to be a negative impact on the POTW.
- 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
08/16/18	10.29		10.29
08/17/18	10.02		10.02
08/18/18	9.75		9.75
08/19/18	9.52		9.52
08/20/18	10.05		10.05
08/21/18	10.27		10.27
08/22/18	10.47		10.47
Average			10.05

Water Production at R. C. Willson

- R.C. Willson –A new eye wash was installed in the lab.
- Tanks –Working with contractors on the tank mixing system.
- R.C. Willson and Pump Stations –Staff worked on facility maintenance and routine preventative maintenance.

Water Production at Breichner/Edgemont Reservoir. The Edgemont Reservoir pool elevation is currently at 9.1 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.
- The large meter testing and hydrant flushing programs are still in progress.

Laboratory

- Collected 8th and final set of microcystin samples in compliance with UCMR 4.
- Reviewed UCMR results on EPA's CDX website.
- Reviewed and updated QA/QC manual.
- Reviewed and updated SOPs for certified methods and general laboratory procedures.
- Reviewed Microbiology Checklist for Certified Labs.
- Submitted preliminary audit information to MDE Laboratory Certification Program in preparation of our triennial audit.
- Prepared Laboratory Safety Plan.
- Process and regulatory testing was routine for the week.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	1	1
Preliminary Plats	-	-
Grading Plan	-	-
Final Plat	-	-
Building Permits	16	6
Development Plan	-	-

- Staff met with a consultant to review final revisions for approval of a proposed truck terminal site plan.
- Staff met with the Water Division Operations Manager for review of approved and tentative projects requiring new or upgrade services and miscellaneous issue discussion.



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