

# CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 37 FOR 2018



September 21, 2018

To Mayor Bruchey and Members of the City Council:

<b>UPCOMING MEETINGS</b>
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<b>SEPTEMBER 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
					<b>Washington Goes Purple</b> August 30 - September 30	1 12-3pm Washington Goes Purple Recovery Walk – Downtown (beginning at Bridge of Life)
2	3 <b>HOLIDAY</b> <b>CITY OFFICES CLOSED</b>	4 NO M&C MEETING	5 4:30pm Historic District Commission Meeting	6	7	8
9	10	11 2:45pm Executive Session  4pm Work Session	12 7pm Board of Zoning Appeals Meeting	13 7pm Board of Traffic & Parking Meeting	14	15
16	17	18 3pm Work Session	19 4:30pm Historic District Commission Meeting	20	21 Wind Down: Back to School @ University Plaza Downtown	22
23	24	25 7pm Regular Session	26 7pm Hagerstown Planning Commission Meeting	27	28 5-10 pm Wind Down: Thunder in the Square in City Center	29 9am Color Splash 5K @ Fairgrounds Park
30						

## DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

### Economic Development:

- City DCED Director Jill Thompson joined a team of economic development professionals this week for a volunteer, technical assistance consulting project with the International Economic Development Council (IEDC) in Calvert County, MD. The mission of the 2.5 day site visit was to evaluate Calvert County's economic development strategic plan, operations and marketing efforts. Fellow team members on this panel visit were the Deputy County Administrator for Prince George County, VA; the Vice President of Planning and Economic Development for the Capitol Riverfront Business Improvement District in Washington, DC; and the Economic Development Associate with IEDC staff. The team's feedback and recommendations will be developed into a written report.
- DCED staff attended a WorkKeys NCRC meeting at HCC where the focus was on "Charting a Path to Workforce and Economic Success." The guest speaker was Dr. Denny Smith, Director of Testing and Assessment at Calhoun Community College. This national program focuses on partnerships and collaboration between colleges, employers, and the community to promote student success, advance a qualified workforce, and contribute to stronger local economic development. The goal is to achieve the ACT Work Ready Community designation to take economic development to the next level.
- DCED staff attended the Manufacturers Roundtable at HCC where manufacturers around the region discussed workforce challenges and solutions.

### Main Street:

- Staff attended the quarterly Main Street Maryland meeting in Oakland, Maryland. Presentations were given by the Maryland Historical Trust on façade grants and historic districts and by Mahan Rykel Associates on Seven Principles to Guide your Efforts on Designing Downtowns. Additionally, updates from the Main Street Maryland Office and Department of Housing and Community Development were provided.
- The Main Street Hagerstown program was awarded an Operating Assistance Grant in the amount of \$15,000 to assist in printing new street pole banners and to enhance the downtown business forums with a series of professional speakers.
- Main Street Hagerstown's monthly Downtown Business Forum was held this week. There was no guest speaker but businesses were invited to discuss challenges and successes with their businesses. Next month's speaker will be Kelsi Waltemire, owner of Kite & Anchor, who speak on Social Media and Your Business.
- Staff is continuing to work with the Entrepreneur Council of Washington County and the annual Hub City Business Competition to take place on November 8 at the Kepler Theater at HCC.

**Events:** Upcoming events and future event deadlines are included below:

- ***Wind Down – Back to School***  
Friday, September 21 | University Plaza, 6-9 p.m.  
[Lucky Punk](#) will be performing live. [Pretzel and Pizza Creations Hagerstown](#) and [Gelato Bliss](#) will be serving up some good eats. There will be lots of fun vendors to make sure kids are ready to head "Back to School" plus activities include coloring and corn hole.
- ***Thunder in the Square***  
Friday, September 28 | 5–10 p.m. (Rain date: October 5)  
Car, Truck, Motorcycle, Jeep, and Tractor Show sponsored by The Alsatia Club, The Maryland Theatre, and The City of Hagerstown. For more information please call: 240-417-1108
- ***City Center Ghost Tours***  
Friday, October 19 | time and ticket info listed below:
  - o Walking tours leave University Plaza at 7 p.m. and 8 p.m.  
\$3.00 (ages 12 and up) / \$1 (ages 6-12) / Free (ages 5 and under)

- Hay wagon tours leave University Plaza at 7 p.m., 8 p.m., and 9 p.m. (Limited seats) \$6/hayride seat (children on laps free)

By foot or by hay wagon, listen to spooky stories about some of City Center Hagerstown's most haunted sites. From the mysterious noises surrounding City Hall to the vanishing horse steps in the old firehouse to the unearthed skeleton at the Maryland Theatre, history comes alive as tour guides regale stories from Hagerstown's eerie past. **Ghost Tour tickets go on sale on Saturday, September 15** via Eventbrite. Follow this link <https://ghost-tours-of-historic-hagerstown.eventbrite.com>

- **Holly Fest:** Staff are seeking groups interested in performing at this year's Holly Fest. Applications are due Monday, October 8. This annual performance showcases area youth and school performance groups in a holiday show at the Maryland Theatre on December 1 at 2 p.m. Application and guidelines are available at this link <https://www.hagerstownmd.org/DocumentCenter/View/7148/HollyFest-Application-2018?bidId=>

**FIRE DEPARTMENT**

<b>FIRE DEPARTMENT CALLS FOR ASSISTANCE</b>			
Cooking Fires	1	Community Risk Reduction	96
Building Fires	2	Public Service	4
Medical Assistance	21	Personal Injury Collision	7
Assist other Fire Departments	12	Fuel/Hazard Spills	0
Automatic Fire Alarms	7	Gas Leaks	1
Investigation: Malicious/False Alarms	1	Smoke removal	1
Downed Power Lines	1	Water/Steam issues	2

**PLANNING & CODE ADMINISTRATION**

**Historic District Commission:** The HDC reviewed these cases on September 13:

- 24 West Franklin Street – The Game Stop – approved an application for a sign.
- 66-70 West Washington Street – Polar LLC – approved an application for fencing.
- 40 North Potomac Street – Hana Thai Dining – approved an application for a replacement awning.

The HDC will be review these cases on September 27:

- One West Franklin Street – WLR Property Management/Dori Carr – Rear Courtyard.
- One West Franklin Street – WLR Property Management/Dori Carr – Replace Ramp.
- One West Franklin Street – WLR Property Management/Dori Carr – Replace Railing.
- 51-53 North Potomac Street – WLR Property Management/Dori Carr – Remove Windows (Rear).
- 47-51 North Potomac Street – WLR Property Management/Dori Carr – Replace Rear Stairs, Railings, Decking.

**Planning Commission:** The Planning Commission will be considering the following matters on September 26:

- Public Review Meeting for 2018 Land Management Code Text Amendments.
- Antraquip Corporation – 758 Bowman Avenue – site plan for an addition and a new warehouse.
- McCleary Hill – development plan for a new housing project.

**Weekly Activity Report:** September 10–14, 2018

PERMITS								
TYPE	NUMBER OF NEW APPLICATIONS							NUMBER ISSUED
Building	6	Residential -	5	Commercial -	1	Other -	0	8
Electric	11	Residential -	10	Commercial -	1	Other -	0	11
Plumbing	3	Residential -	3	Commercial -	0	Other -	0	3
Mechanical	11	Residential -	8	Commercial -	2	Other -	1	10
Engineering Dept.	3							3
<b>TOTAL</b>	<b>34</b>		<b>26</b>		<b>4</b>		<b>1</b>	<b>35</b>

Est. Value of Issued Building Permit Projects:		FY18 Fiscal Year Totals:	
Residential	\$ 29,873.00		\$ 2,033,620.00
Commercial	\$ 178,000.00		\$ 11,664,504.00
Apartment	\$ 8,000.00		\$ 1,051,200.00
Sign	\$ 34,818.00		\$ 43,161.00
<b>TOTAL</b>	<b>\$ 250,691.00</b>		<b>\$ 14,792,485.00</b>

**Projects of Interest**  
 - Interior fit-out in existing space for Dunkin Donuts at 17850 Garland Groh Boulevard - \$170,000

RENTAL LICENSING PROGRAM YEAR: JULY 1, 2018 – JUNE 30, 2019		
	PROPERTIES	UNITS
Registrations received week of Sept. 10 – Sept. 14	20	31
New applications issued week of Sept. 10 – Sept. 14	3	3
Total 2018-2019 registered (includes additions and subtractions since 5/2/18)	3,391	8,840
Percentage of rental license renewals that have registered as of May 2, 2018	90.5%	93.2%

**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	\$ 2,775
Weekly adjustment/credits	\$ 975

INSPECTIONS	
TYPE	NUMBER CONDUCTED
Building	35
Electrical	41
Plumbing	18
Mechanical	13
Safety	28
Neighborhood Vitality	99
Quality of Life	3
Preventive Maintenance	60
Planning & Zoning	1

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.

**PARKS & ENGINEERING**

**ENGINEERING DIVISION**

1. **Highway User Revenue.** We received revised estimates for Fiscal Years 2019 & 2020. The REVISED HUR estimates for the City of Hagerstown are as follows:

\* FY 2019 - \$336,423.14 (plus one time Governor grant of about \$900,000)

\* FY 2020 - \$1,684,390.56

This is excellent news! Recent fiscal year grants were as low as \$75,000 a few years ago.

2. **Salem Avenue Crosswalk.** In about two weeks the contractor will set up an eastbound detour on Salem Avenue because he has to work in the middle of the street to install a storm drain needed to allow the bump-out in the sidewalk. Westbound traffic will remain open all the time but eastbound traffic will be detoured to Westside Avenue and Washington Street for about three days between the hours of 9 a.m. – 2 p.m. At other times of the day the eastbound traffic will be open as usual.

3. **2018 Alley Reconstruction Project.** The contractor started on Alley 2-67 (east of Virginia Avenue and runs between Surrey Avenue to Reynolds Avenue) on September 19<sup>th</sup>.

4. **Board of Traffic & Parking Recommendations.**

- Place 3-foot wide blacktop along sides of alley 2-67 and install No Parking signs to resolve a parking issue when we reconstruct the alley.
- Revise draft of handicap parking policy to show that meters will remain even if handicap signs are approved for residents, and also ask City Attorney to check on the wording of the law.
- Last month the board recommended that we prohibit right turns from East Avenue onto Cannon Avenue based on complaints from two residents. We are delivering letters to the area residents for comments before making a final decision.

5. **Engineering Statistics**

Traffic issues		
Description	Week of 9/16/18	Calendar Year 2018 TOTALS
Traffic complaints received	14	144
Work Orders completed	6	100
Traffic counts completed	0	23
Construction Projects		
Description	Week of 9/16/18	Calendar Year 2018 TOTALS
Projects advertised for bids	0	13
RFP's Advertised	0	4
Projects under construction	8	8
Projects completed	1	2

**PARKS DIVISION**

1. **Statistics for August.**

Hager House	August 2017	August 2018
Total Visitors	42	92
Hager Total Revenue	\$96.00	\$278.00

Golf Course	August 2017	August 2018
# of Golfers	1701	1941
Total Revenue	\$26,670.75	\$30,667.99

Pool	August 2017	August 2018
Admission total	3219	3445
Admissions Fees	\$9,607.50	\$9,386.50

Train Museum	August 2017	August 2018
Total Visitors	82	100
Train Total Revenue	\$54.00	\$182.00

2. **Day of Caring.** Five Parks and Engineering staff worked with BISFA Board members to clean and apply protective coating to the 16 balloons and butterfly sculptures in the downtown area.



3. **Parks Construction Updates.**

- Work continues on Thomas Kennedy Park pouring concrete footings.
- Work continues on train playground equipment.
- Unclogged Key Street lake drain at City Park.
- Prepared for Hispanic Festival at Fairgrounds Park and Southside Community Event at City Park.
- Worked with Day of Caring volunteers at Fairgrounds Park.

4. **NEW Fall/Winter Guide Available!** Parks & Rec has released its line-up of fall/winter programs and events! Pick-up a copy of our NEW seasonal guide available now! Inside you will find information on free events and our ever-expanding list of indoor rec programs at the Fit Room at Fairgrounds Park. NEW programs include: AntiGravity Fitness, Self Defense, American Sign Language, Belly Dance, Zumba toning and more! Register now for our classes, share with family and friends, and enjoy all the Parks & Rec has to offer!! The guide is available online here: <https://en.calameo.com/books/005125358588d958e52ac>

5. **Fit Room.** Attached is the Fit Room class schedule as of September 20, 2018.

**POLICE DEPARTMENT**

**STATS**

Calls for Service:	1,533	Field Interviews:	32
Arrests/Warrants Served:	21	Moving Violations:	27
Domestic Violence Calls:	24	Safety Repair Orders:	6
DUI Arrests:	2	Warnings:	66
Reports Filed:	142		

**REPORTS**

**09/13/18:** Officer Young was dispatched to the area of Summit Avenue for a disturbance. Dispatch advised the caller reported that he observed a black female with a knife chasing a black male north on Summit Avenue. The officer made contact with the female and she stated she was chasing the male, which is her boyfriend, because he had her cell phone. The officer attempted to speak with the male on the phone but he refused to answer questions. The blue kitchen knife was confiscated and dropped into property at the Hagerstown Police Department. Both male and female became uncooperative and would not provide any information. No further details are available.

**09/14/18:** Officer Wolfe responded to East Irvin Avenue for a report of a theft from a motor vehicle. The victim advised that someone had broken into her Honda Accord during the night. The victim is missing a large black purse, a small Kate Spade wallet, an Ipad Touch and \$50 in US currency. The suspect gained access to the vehicle by throwing a rock threw the front passenger side window. The rock was still inside the vehicle. There are no witnesses, no suspects and no surveillance cameras in the area.

**09/15/18:** Officer Young was dispatched to Frederick Street for a report of malicious destruction of property. The victim stated that someone had damaged his silver Honda Civic by breaking the rear window. The vehicle was parked in front of his residence on Frederick Street. The damage is estimated to be approximately \$300. There is no suspect and no further details are available.

**09/16/18:** Officer St.Clair responded to Cancun Cantina located on the Dual Highway for a disturbance. The officer observed two black males standing in front of Cancun Cantina yelling and causing a disturbance. The officer told the males they needed to leave the property. It should be noted that management at Cancun Cantina had already asked the males to leave the property and they refused. Other officers arrived at Cancun Cantina to offer assistance. Both males were placed under arrest. No further details are available.

**09/17/18:** Officer Reese took a fraud report at the Hagerstown Police Department. The victim came to Police Headquarters to report that she was the victim of an internet scam. She applied for an online loan through Advanced American Loans. A male by the name of "Roger" contacted her and instructed her to purchase three prepaid Itunes/Google credit cards and give him the serial numbers. He also requested her PNC Bank checking account information. The victim purchased the cards at Walmart which totaled \$375 and gave him her account number. A few days later the victim realized she had been scammed. The victim contacted PNC Bank and no purchases had been made using her PNC account number. The checking account was closed. No further details are available.

**OTHER NEWS/INFORMATION**

**Congratulations to Detective Mitchell Filges:** Detective Mitchell Filges has been selected as Officer of the Month for August 2018. Detective Filges has been employed by the City of Hagerstown for 11 years and is currently assigned to the Investigative Services Division.

Earlier in the year, Detective Filges was assigned to assist Patrol Units with the investigation of a burglary to a restaurant. During the investigation, two suspects were identified and charged with the burglary. Detective Filges took it upon himself to look at that burglary as well as past burglaries with similar characteristics. Through his investigation, Detective Filges was able to link one of the suspects to 16 unsolved burglaries in the City and two unsolved burglaries in the County. Detective Filges then worked diligently with the State's Attorney's Office to bring charges against the suspect.

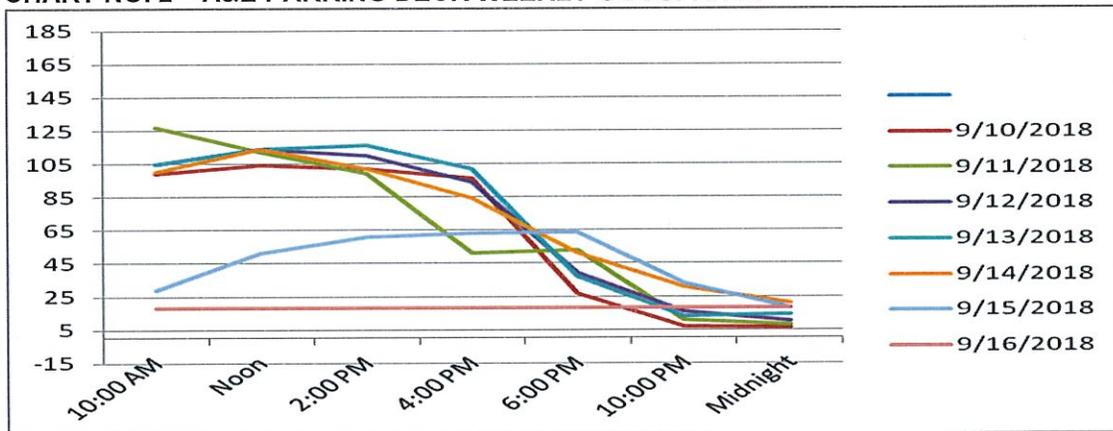
Due to his diligence, hard work, and investigative skills in linking all of the previously unsolved burglaries to the suspect, Detective Filges has been selected as the Hagerstown Police Department Officer of the Month for August 2018. The Hagerstown Police Department is proud to have dedicated officers such as Detective Filges as one of its own and congratulates him for a job well done.

**PUBLIC WORKS**

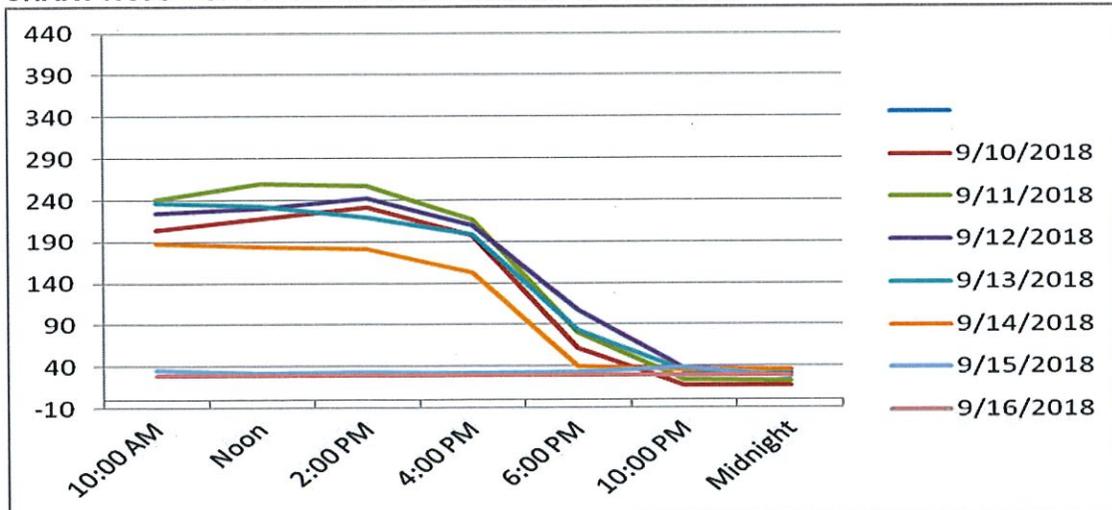
**CHART NO. 1 – GENERAL PARKING SYSTEM DATA**

		Current Week	Previous Week
<b>Number of Permit Holders</b>	A & E Deck	182	182
	University District Deck	385	382
<b>Number of Patrons Using Decks</b>	A & E Deck	1366	1170
	University District Deck	1231	1547
<b>Number of Citations Issued</b> (Includes Warnings)		229	277
<b>Number of Cars Booted</b>		1	2
<b>Late Payment Notifications</b>		26	21
<b>Peak Occupancy (%)</b>	A & E Deck	63%	69%
		Thu @ 2 PM	Fri @ Noon
	University District Deck	55%	55%
		Wed @ 2 PM	Wed @ 2PM

**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	2	1
Fire	2	1
Human Resources	0	0
Light	2	1
Parks & Engineering	2	0
Police	9	10
Public Works	7	7
Wastewater	0	3
Water	4	1
Weekly Totals	28	24
Yearly Total	900	

**AFTER HOUR CALL BACKS**

No after hour call backs were recorded for this time period.

**SPECIAL EVENTS**

Next up:

- Thunder in the Square Friday, September 28<sup>th</sup>
- Color Splash Saturday, September 29<sup>th</sup>
- Taste of the Arts Thursday, October 4<sup>th</sup>
- Friday Night Wind Down Friday, October 5<sup>th</sup>
- Korean War Memorial Remembrance Saturday, October 6<sup>th</sup>
- Mummings Parade Saturday, October 27<sup>th</sup>

**TRAFFIC CONTROL**

Decorative street post and signs were installed at the intersection of South Prospect Street and Baltimore Street. The sign material was purchased through the Neighborhoods 1<sup>st</sup> program. Staff installed the materials. This project is similar to other decorative sign projects completed previously along Summit Avenue in cooperation with the Neighborhoods 1<sup>st</sup> groups. Multiple sign posts and signs were installed at this intersection.



## **BUILDING MAINTENANCE**

A cast iron drain pipe cracked and broke in the UD Parking Deck allowing rain water to infiltrate the elevator machine room. The drywall ceiling was removed, the pipe replaced and the ceiling repaired.

## **STREETS**

- Reconstruction of storm drains continue for the street overlay project. Work continues on a series of drains on Locust Street at North Avenue.
- Work also continues on an underground drain on Sunset Avenue. The drain had become completely choked by tree roots causing water to collect in the alley. The drain pulls water from the alley and discharges it onto Sunset Avenue. A street tree on Sunset Avenue delayed the final outfall structure and had to be removed.

# **TECHNOLOGY & SUPPORT SERVICES**

## **COMMUNICATIONS DIVISION**

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

- Stormwater Mandate Could Cost Hagerstown at Least \$25 Million
- Discussion to Continue on Hagerstown Parking Rates
- Hagerstown Mayor Proposes Coalition to Consider Parking Costs
- State Postpones Plan to House Criminal Patients at Potomac Center in Hagerstown
- Press Release: Fall Fest Update
- Traffic Advisory: New Crosswalk on Salem Avenue

### **This Week's Video Projects:**

- Mayor & Council Meeting—Work Session
- Fit Room Video
- Taste of the Arts Video
- "Open for Business" Video Scriptwriting

### **Channel 25 Hub City Now Programming:**

- Downtown Hagerstown Business Forum with Officer Gerry Kendle
- Hagerstown Greens at Hamilton Run :30 Spot
- Cultural Trail Artist Video: Paul Rhymer "The Fishing Lesson"
- 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](http://www.hagerstownmd.org) attracted 8,579 user visits for the week of Sept. 10-16

- The most popular top entrances (the first page users accessed on the website):
  - o Home Page 2,097
  - o Utility Billing Page 826
  - o City Park Fall Fest Page 499
  - o Police Page 216
  - o Jobs Page 202
  - o Water Division Page 112
  - o Parks & Recreation Page 103
  - o Fire Page 88
  - o Utilities Page 67
  - o Electric Division Page 67
  
- Top Searches:
  - o "Jobs"
  - o "True"
  - o "Pay bill"
  - o "Downtown Residency Initiative"
  - o "What bills can I pay online?"

**UTILITIES**

**ELECTRIC DIVISION**

**Service Calls:**

- Fri. 9/14 - 1292 The Terrace- Miss Utility locate; emergency locate for Hagerstown Water Department to make repairs to a water main break. Time Out: 20.2-20.7
  
- Sat. 9/15 - Pennsylvania Avenue and Park Lane- Miss Utility locate; emergency locate for Hagerstown Water Department to make repairs to a water main break. Time Out: 18.9-19.2
  
- Sun. 9/16 - 901 Dual Highway- partial outage; lineworker found that the issues were outside of the HLD territory and advised the customer to contact Potomac Edison Company. Time Out: 15.1-15.4
  
- Tues. 9/18 - 441 Wood Street- partial outage; line crews replaced underground service wire to correct problems and restore power. Time Out: 19.1-20.9
  
- Wed. 9/19 - 416 Virginia Avenue- Miss Utility locate; emergency locate for Columbia Gas to make repairs to a gas main break. Time Out: 17.4-18.0

**Engineering**

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
  
- The Staff Engineer began design for the relocation of HLD sub-transmission and distribution lines over CSX rail lines at Memorial Blvd.
  
- Engineering staff monitored an HLD substation voltage regulator for proper functionality after finding unusual operations during inspection.
  
- Engineer staff performed nighttime review of HLD streetlight installations for proper operation. Lights not operating properly will be repaired during normal business hours.
  
- The Staff Engineer completed multiple designs for facility relocation and upgrades.

**WASTEWATER DIVISION**

**Wastewater Treatment Plant at Frederick Street**

Date	Flow (mgd)	Rainfall (inches)
Wednesday, September 12, 2018	19.98	0.00
Thursday, September 13, 2018	18.50	0.06
Friday, September 14, 2018	17.15	0.50
Saturday, September 15, 2018	16.45	0.00
Sunday, September 16, 2018	14.17	0.00
Monday, September 17, 2018	14.52	0.55
Tuesday, September 18, 2018	13.83	0.01
Weekly – Avg. Flow / Total Rainfall	16.37	1.12
Sept – Avg. Flow/Total Rainfall	14.62	6.21

**Miscellaneous**

- Installed rebuilt mixer on Final #1.
- Installed new Gould's motor on effluent sample pump.
- Repaired broken actuator on emergency storm water sluice gate.
- Completed control and power wiring for new polymer skid.
- Removed DO probes on OAB and replaced membranes.
- Removed obstruction from primary piston pump and replaced sheared pins.
- 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	306'		
Flushing	10	3,479'		

**Collection System Maintenance Task**

- Grinder Pump call, 11041 Parkwood Drive, pulled and replaced pump.
- Sewer back up, 846 Summit Avenue, issue the private side.
- 24 HR storm operations Monday-Wednesday, monitoring bypass pumping and hauling from Station #9. Massive inflow from Washington County Collections System that surcharged our interceptors.
- Excavated and repaired broken gravity line on Golf Course between holes #1 and #9.
- 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	1	0	0	0	11	13
YTD 2018	42	82	1	3	3	81	212

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

**Engineering**

- Staff attended a Wellness Committee meeting at Human Resources.
- Staff met with representatives of the Maryland Department of the Environment, demolition contractor, owner and Planning and Code Administration regarding an industrial demolition project.

**Laboratory**

- Reported results from upstream/downstream sampling.
- Collected Industrial Pretreatment sample from HBP.
- Changed chemicals and zeroed ChemScan analyzer.
- 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
09/13/18	10.21		10.21
09/14/18	9.96		9.96
09/15/18	11.69		11.69
09/16/18	9.87		9.87
09/17/18	9.91		9.91
09/18/18	9.93		9.93
09/19/18	10.16		10.16
Average			10.24

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

- R.C. Willson – Repairs were made to the front gate.
- R.C. Willson – Completed repairs on the plant phone interface.
- R.C. Willson – Repairs were made to the TracVac.
- PRV – Adjustments were made to the Williamsport PRV.
- Park Ave – Completed repairs on the gate controller.
- 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 2.5 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.
- Repairs were made to water main breaks on Dual Place, The Terrace and Sharpsburg Pike. A service leak was also repaired on Pennsylvania Avenue.

**Laboratory**

- Ordered new organisms for making culture controls in response to MDE Lab Certification inspection.
- Collected samples from Hellane and Rockwillow to assist troubleshooting in-line analyzer.
- Reviewed Standard Methods for culture requirements.
- Reviewed EPA Lab Certification Manual for culture requirements.
- Collected TSS and Aluminum sample from lagoon discharge.
- Process and regulatory testing was routine for the week.

**Engineering**

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	1	-
Preliminary Plats	-	1
Grading Plan	-	-
Final Plat	-	3
Building Permits	12	1
Development Plan	-	-

- Staff met with a Distribution supervisor on several residential meter locations.
- Staff attended a Wellness Committee meeting at Human Resources.
- Staff met with a consultant to discuss final revisions for a commercial site plan.
- Utilities staff attended a workshop with representatives of County agencies to discuss water and wastewater allocation management.



Respectfully submitted,

Valerie A. Means  
City Administrator

# Multiple Facilities

## Monthly Calendar For September 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						<b>1</b> (ID#69) 9a-10a Mind & Body: Tai Chi for Balance & Movement (July-Aug) -- 5968 (ID#69) 10a-11a Zumba Toning #6147 (ID#69) 11a-12p Zumba #6143 (ID#69) 4p-9p Kamara rental- birthday party
<b>2</b> (ID#69) 8a-9a Hip Hop Soul #6155 (ID#69) 4p-8p Monique Broadus- birthday party	<b>3</b> (ID#69) 5:45p-7p Yoga For Weight Loss - returning student #5956	<b>4</b> (ID#69) 7p-8p Zumba #6139	<b>5</b> (ID#69) 5:45p-7p Yoga For Weight Loss - returning student #5956	<b>6</b> (ID#69) 7p-8p Zumba Toning #6151	<b>7</b>	<b>8</b> (ID#69) 10a-11a Zumba Toning #6147 (ID#69) 11a-12p Zumba #6143
<b>9</b> (ID#69) 8a-9a Hip Hop Soul #6155	<b>10</b> (ID#69) 9a-10a Tai Chi (Sept.10- Oct.20) #6096 (ID#69) 5:45p-7p Yoga For Weight Loss - returning student #5956	<b>11</b> (ID#69) 7p-8p Zumba #6139	<b>12</b> (ID#69) 5:45p-7p Yoga For Weight Loss - returning student #5956	<b>13</b> (ID#69) 7p-8p Zumba Toning #6151	<b>14</b> (ID#69) 5:30p-6:30p Art of Self Defense #6110 (ID#69) 6:45p-8p Aikido for Teens and Adults #6106	<b>15</b> (ID#69) 9a-10a Tai Chi (Sept.10- Oct.20) #6096 (ID#69) 10a-11a Zumba Toning #6147 (ID#69) 11a-12p Zumba #6143
<b>16</b> (ID#69) 8a-9a Hip Hop Soul #6155	<b>17</b> (ID#69) 9a-10a Tai Chi (Sept.10- Oct.20) #6096 (ID#69) 5:45p-7p Yoga For Weight Loss - returning student #5956	<b>18</b> (ID#69) 9a-11:30a Living Well with Hypertension #6093 (ID#69) 7p-8p Zumba #6139	<b>19</b> (ID#69) 5:45p-7p Yoga For Weight Loss - returning student #5956	<b>20</b> (ID#69) 7p-8p Zumba Toning #6151	<b>21</b> (ID#69) 10a-12p CPR and First Aid #6159 (ID#69) 5:30p-6:30p Art of Self Defense #6110 (ID#69) 6:45p-8p Aikido for Teens and Adults #6106	<b>22</b> (ID#69) 9a-10a Tai Chi (Sept.10- Oct.20) #6096 (ID#69) 10a-11a Zumba Toning #6147 (ID#69) 11a-12p Zumba #6143
<b>23</b> (ID#69) 8a-9a Hip Hop Soul #6155	<b>24</b> (ID#69) 9a-10a Tai Chi (Sept.10- Oct.20) #6096 (ID#69) 5:45p-7p Yoga For Weight Loss - returning student #5956	<b>25</b> (ID#69) 7p-8p Zumba #6139	<b>26</b> (ID#69) 5:45p-7p Yoga For Weight Loss - returning student #5956	<b>27</b> (ID#69) 7p-8p Zumba Toning #6151	<b>28</b> (ID#69) 5:30p-6:30p Art of Self Defense #6110 (ID#69) 6:45p-8p Aikido for Teens and Adults #6106	<b>29</b> (ID#69) 9a-10a Tai Chi (Sept.10- Oct.20) #6096 (ID#69) 10a-11a Zumba Toning #6147 (ID#69) 11a-12p Zumba #6143
<b>30</b> (ID#69) 8a-9a Hip Hop Soul #6155						