

# CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 36 FOR 2018



September 14, 2018

To Mayor Bruchey and Members of the City Council:

## UPCOMING MEETINGS

### SEPTEMBER 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
					Washington Goes Purple August 30 - September 30	1 12-3pm Washington Goes Purple Recovery Walk – Downtown (beginning at Bridge of Life)
2	3 <b>HOLIDAY 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 4pm 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:

- DCED staff attended an IEDC web seminar that focused on Economic Development websites of the future.
- DCED staff attended the Chamber of Commerce's "Eggs and Issues" event and the guest speaker was HCC President Jim Klauber.

**Main Street:** Main Street Business Relations work group held their monthly meeting. Items discussed included business awards, visits with other similar demographic Main Street communities, business focus groups, and ambassador visits.

**Arts & Entertainment District:** Arts and Entertainment Management board met for their monthly meeting. Guest speaker, Steven Skerritt-Davis, Program Director with the Maryland State Arts Council spoke about Arts & Entertainment districts.

**Business Workshops:** Three business workshops are scheduled for BuroBox in September and October. September 18 is *How to Start a Nonprofit*, October 16 is *How to Recruit, Manage & Maintain Volunteers*, and October 18 is *HR102 A Small Business Guide to Managing Employees*.

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

- *Washington Goes Purple Interfaith Prayer Walk – a Washington Goes Purple event*  
Saturday, September 15 | Starts at University Plaza at 9 a.m.  
Organized and hosted by Veritas United Church of Christ in partnership with *Hagerstown Area Religious Coalition, Washington County Interfaith Coalition and Washington Goes Purple*.  
<https://www.veritashagerstown.com/purplefaith>
- *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
  - 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 through 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 the following link:  
<https://www.hagerstownmd.org/DocumentCenter/View/7148/HollyFest-Application-2018?bidId=>

## FIRE DEPARTMENT

### FIRE DEPARTMENT CALLS FOR ASSISTANCE

House Fires	1	Community Risk Reduction	55
Cooking Fires	2	Public Service	5
Medical Assistance	22	Personal Injury Collision	10
Assist other Fire Departments	26	Elevator Service Call	1
Automatic Fire Alarms	10	Gas Leaks	1
Investigation: Malicious/False Alarms	1	Water Problems/Flooding Conditions	11
Victim Assistance/Extrication	1	Dumpster/Outside Fires	1

**House Fire – Noland Drive:** Hagerstown Firefighters responded to 1060C Noland Drive at 12:30 a.m. Monday, September 10, 2018 for a reported house fire. Flames could be seen from the second floor windows when firefighters arrived. A lamp that fell between a bed and a pile of clothing caused the fire that severely damaged the second floor of the home. A working smoke alarm alerted the occupants of the home enabling them to safely escape the blaze.

**Update: Hyde Park Apartments Fire:** The cause of a fire that displaced about 30 people last month was determined to have been started by a bathroom exhaust fan. The fan was above an apartment on the third floor. The apartment was unoccupied which caused the fire to go undetected as it spread in the attic area. All occupants of the building were able to safely evacuate the building thanks to working smoke alarms and people outside the building noticing the fire.

## PLANNING & CODE ADMINISTRATION

### Zoning Certificates Issued:

- 1580K Wesel Boulevard – Silk Thai – restaurant.

**Board of Zoning Appeals:** The BZA heard one case on September 12 for confirmation of a nonconforming use at 200-202 West Howard Street and 747 Maryland Avenue. Based on the testimony and evidence presented at the hearing, the Board denied the request to confirm the nonconforming three residential units and one commercial unit. Nonconforming uses expire if left vacant for a period of two years or more and the preponderance of the evidence considered at the meeting showed that the building had been unoccupied for as many as seven years.

**Weekly Activity Report:** September 4–7, 2018

PERMITS								
TYPE	NUMBER OF NEW APPLICATIONS						NUMBER ISSUED	
Building	3	Residential -	1	Commercial -	0	Other -	2	10
Electric	13	Residential -	9	Commercial -	4	Other -	0	14
Plumbing	7	Residential -	5	Commercial -	0	Other -	2	7
Mechanical	3	Residential -	3	Commercial -	0	Other -	0	3
Engineering Dept.	1							2
<b>TOTAL</b>	<b>27</b>		<b>18</b>		<b>4</b>		<b>4</b>	<b>36</b>
<b>Est. Value of Issued Building Permit Projects:</b>					<b>FY18 Fiscal Year Totals:</b>			
Residential				\$ 247,700.00				\$ 2,003,747.00
Commercial				\$ 12,472.00				\$ 11,486,504.00
Apartment				\$ 116,360.00				\$ 1,043,200.00
Sign				\$ 0.00				\$ 8,343.00
<b>TOTAL</b>				<b>\$ 376,532.00</b>				<b>\$ 14,541,794.00</b>
<b>Projects of Interest</b>								
- Construct single family home at 324 Hollymead Terrace - \$208,000								
- Interior demolition due to fire damage at 1419 Kensington Drive - \$115,360								

RENTAL LICENSING PROGRAM YEAR: JULY 1, 2018 – JUNE 30, 2019		
	<u>PROPERTIES</u>	<u>UNITS</u>
Registrations received week of Sept. 4 – Sept. 7	13	19
New applications issued week of Sept. 4 – Sept. 7	3	3
Total 2018-2019 registered (includes additions and subtractions since 5/2/18)	3,371	8,809
Percentage of rental license renewals that have registered as of May 2, 2018	90.0%	92.8%
<b>Notes:</b> The 2018-2019 rental license renewals for 9,489 units in 3,747 properties were mailed on May 2, 2018.		
<b><u>PAYMENT</u></b>		
Weekly payment received	\$ 1,525	
Weekly adjustment/credits	\$ 825	
<b><u>INSPECTIONS</u></b>		
<b><u>TYPE</u></b>	<b><u>NUMBER CONDUCTED</u></b>	
Building	21	
Electrical	31	
Plumbing	16	
Mechanical	8	
Safety	34	
Neighborhood Vitality	45	
Quality of Life	4	
Preventive Maintenance	15	
Planning & Zoning	1	
<b>INSPECTIONS KEY:</b>		
<b><u>Categories of Conditions</u></b>		
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:	1,425	Field Interviews:	20
Arrests/Warrants Served:	26	Moving Violations:	35
Domestic Violence Calls:	22	Safety Repair Orders:	0
DUI Arrests:	5	Warnings:	40
Reports Filed:	139		

## REPORTS

**09/06/18:** Officer Brady responded to Sheetz located on Eastern Boulevard for a reported theft in progress. Dispatched advised that a black male with a beard and wearing a blue baseball cap attempted to steal cigarettes from behind the counter. The officer recalled taking a theft report from Sheetz on East Washington Street with the same type of incident and same description of the suspect. The officer quickly conducted a database check and downloaded a photo of the suspect from the Washington Street Sheetz incident. When the officer arrived he observed a black male matching the database photo. At that point the suspect fled and a foot chase ensued. The suspect was detained in the area of Professional Drive and Eastern Boulevard. During the incident the suspect did damage to the cash register and assaulted the cashier. He was transported to Central Booking and charged with Attempted Theft, Assault 2<sup>nd</sup> Degree and Malicious Destruction of Property.

**09/07/18:** Officer Brady was dispatched to the area of John Street for the report of a male and female arguing in the street causing a public disturbance. The two arguing individuals were in a previous relationship and have now parted but they have a daughter in common. The male arrived at the home of his daughter however the mother of the child would not their daughter to leave with him. The male admitted he had been drinking alcoholic beverages before arriving at the home. Additionally the male was upset that the mother of his child was permitting an individual to live in the home that he did not believe was a good influence on his daughter. The officer ordered the couple to end the argument and leave the area. The officer then cleared the scene. A short time later, calls came in to Dispatch that the male came back to the area and was now continuing the argument in the street. The officer responded a second time and the male was transported to Central Booking and charged with Disorderly Conduct.

**09/08/18:** Officer Young responded to Guilford Avenue for a theft from a motor vehicle. The officer could not find any damage done to the vehicle. The victim stated that apparently she forgot to secure the vehicle for the night. Some unknown person had gone through her glove box and items were missing from the vehicle. There were no fingerprints and no witnesses.

**09/09/18:** Officer Campbell was dispatched to North Cannon Avenue for a report of a motor vehicle accident. While officers were on scene there was a strong odor of marijuana coming from the "at fault" vehicle. The driver admitted that he had just smoked marijuana in the vehicle. However, a search of the vehicle yielded more than marijuana. The officers discovered what appeared to be Spice or K2 and a white substance that appeared to be a powdered cocaine. The drugs were submitted to the Western Maryland Crime Lab for testing. The male driver of the "at fault" vehicle was transported to Central Booking. At this time, he is being charged with one count of a Controlled Dangerous Substance, Not Marijuana.

**09/10/18:** Officer Kimmel responded to Frederick Street for a burglary. The victim advised that he left his home around 4:30 p.m. on Friday, September 7, 2018 and returned on September 9, 2018. When he arrived home he realized someone had been in his residence. After assessing the situation he observed a cut window screen in a window on the first floor. He stated the total value of missing tools comes to \$700. The victim stated he checked local pawn shops but did not find his tools. There are no suspects at this time.

## OTHER NEWS/INFORMATION

**Successful Drug Take-Back:** The Hagerstown Police Department teamed up with the Washington County Health Department and Councilwoman Emily Keller to do their first ever walking prescription drug take-back on September 8<sup>th</sup>. The drug take-back was formed as an effort to reduce the amount of unused and unwanted prescription drugs in the community. These drugs often end up in the wrong hands, particularly drugs from those folks that are unable to make it to the police station to properly dispose of them. Utilizing calls for service data, the Hagerstown Police Department decided to host the walking drug take-back in a four block radial downtown area. After only an hour on foot, the group secured over 20 pounds of prescription drugs! A special thank you to all involved in this worthwhile endeavor.



## PUBLIC WORKS

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

		Current Week	Previous Week
<b>Number of Permit Holders</b>	A & E Deck	182	179
	University District Deck	382	392
<b>Number of Patrons Using Decks</b>	A & E Deck	1170	1143
	University District Deck	1547	1840
<b>Number of Citations Issued</b>	(Includes Warnings)	277	234
<b>Number of Cars Booted</b>		2	3
<b>Late Payment Notifications</b>		21	62
<b>Peak Occupancy (%)</b>	A & E Deck	69%	55%
		Fri @ Noon	Tue @ Noon
	University District Deck	55%	57%
		Wed @ 2PM	Tue @ Noon

Free Parking on Labor Day Holiday, Monday, September 3, 2018

### CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
<b>DCED</b>	1	1
<b>Fire</b>	1	1
<b>Human Resources</b>	0	0
<b>Light</b>	1	4
<b>Parks &amp; Engineering</b>	0	2
<b>Police</b>	10	9
<b>Public Works</b>	7	8
<b>Wastewater</b>	3	2
<b>Water</b>	1	2
<b>Weekly Totals</b>	24	29
<b>Yearly Total</b>	872	

**AFTER HOUR CALL BACKS**

- 09/03/2018 @ 8:54 AM: Call received from 911 that front doors at 14 N. Potomac St. (EHC) were unlocked. Automated programming was checked and confirmed that doors should have been locked. Several online adjustments were necessary until doors were secure.
- 09/06/2018 @ 11:00 PM: Signal at Summit and Baltimore was hit and went into flash. Conflict monitor was reset and signal went back into operation. Repairs to damaged signal head were made the following day.
- 09/09/2018 @ 4:45 PM: Call from WPC for a flooded basement at 249 Belview. Heavy rains possibly overwhelmed the property's French drains. Debris was cleared off the top of drain near this address.
- 09/09/2018 @ 5:30 PM: Signal at Franklin and Mulberry on flash. Conflict monitor was reset and signal went back into operation.

**SPECIAL EVENTS**

Next up:

- Porchfest on South Prospect Street - Saturday, September 15<sup>th</sup>
- Friday Night Wind Down - Friday, September 21<sup>st</sup>
- Bester Community of Hope Block Party - Saturday September 22<sup>nd</sup>
- Friday Night Wind Down - Friday, September 28<sup>th</sup>
- Thunder in the Square - Friday, September 28<sup>th</sup>
- Korean War Memorial Remembrance - Saturday, October 6<sup>th</sup>
- Mummings Parade - Saturday, October 27<sup>th</sup>

**TECHNOLOGY & SUPPORT SERVICES**

**COMMUNICATIONS DIVISION**

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

- No Hitches in new Pickup, Drop-off Plan for BISFA
- Is Hagerstown Poised to Keep up with Future Parking Demands?
- Electromet Expanding in Hagerstown
- Hagerstown to Seek Interest in Indoor Sports Complex
- Hagerstown, County Leaders Recognize Lives Lost 17 Years ago in 9/11 Attacks
- Traffic Advisory: West Memorial Blvd. Closure
- Press Release: Electromet Expansion
- Press Release: City Phone System Issues
- Press Release: City Phone System Operational Again

**This Week's Video Projects:**

- Mayor & Council Meeting—Special & Work Session

- Script Writing for Taste of the Arts Commercial
- Post Production for Fit Room Commercial

**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, 303 user visits for the week of Sept. 3-9
- The most popular top entrances (the first page users accessed on the website):
  - o Home Page 2,115
  - o Utility Billing Page 725
  - o Trash Collection Page 248
  - o Jobs Page 228
  - o Police Page 204
  - o Potterfield Pool Page 141
  - o Parks & Recreation Page 121
  - o Fire Page 88
  - o Utilities Page 87
  - o Trash/Recycling Page 84
- Top Searches:
  - o "Jobs"
  - o "True"
  - o "Pay water bill"
  - o "Careers"
  - o "Residential trash"

**UTILITIES**

**ELECTRIC DIVISION**

**Service Calls:**

- Fri. 9/7 - 804 Maryland Avenue- total outage; bird caused transformer fuse to operate. (1) 10T fuse replaced to correct problem and restore power. Time Out: 6.7-7.5
- 843 Woodland Way- wire down; tree branch tore service wires down. Line crew removed tree branch and reattached wires to correct problem. Time Out: 19.0-20.0
- 62 Belview Avenue- line belongs to Verizon Phone Company. Time Out: 20.5-21.5
- Sat. 9/8 - 1033 Woodland Way- lines down; lineman removed insulation that had fallen onto wires. Time Out: 11.7-12.2

- 159 West Washington Street- partial outage; lineman checked all HLD facilities and found no issues. Customer advised to contact electrician for needed repairs. Time Out: 17.0-18.0
- Mon. 9/10 - 1060 Noland Drive- house fire; lineman removed meter and disconnected service at request of Hagerstown Fire Department. Time Out: 2.0-3.0
- Corner of, Jonathan Street and West Washington Street- pole damaged; vehicle struck street light in accident. Lineman removed light and completed installing a replacement the following business day. Time Out: 16.2-16.7
- Tues. 9/11 - Various locations- (reconnections for non-payment). Time Out: 16.2-16.6

**Engineering**

Staff worked on the following projects:

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

**WASTEWATER DIVISION**

**Wastewater Treatment Plant at Frederick Street**

Date	Flow (mgd)	Rainfall (inches)
Wednesday, September 5, 2018	7.75	0.00
Thursday, September 6, 2018	7.67	0.00
Friday, September 7, 2018	9.16	1.53
Saturday, September 8, 2018	11.19	0.69
Sunday, September 9, 2018	26.34	2.64
Monday, September 10, 2018	30.75	0.22
Tuesday, September 11, 2018	24.15	0.01
Weekly – Avg. Flow / Total Rainfall	16.72	5.09
Sept – Avg. Flow/Total Rainfall	13.51	5.09

**Miscellaneous**

- Replaced wiring on BNR control valve sump pump.
- Assisted AR&E with replacing MCC buckets, motor starters and controls for OAB mixer upgrade.
- Started replacing control wiring and floats on emergency storm water pumps.
- Continued control wiring for new polymer skid.
- Removed obstruction from 6M discharge piping and replace sheared pin.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

**Wastewater Collection**

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	19	311'	60'	9
Flushing	10	12,092'		

**Collection System Maintenance Task**

- Grinder pump call, 1633/1635 Woodlands Run, cleared debris from impeller.
- Grinder pump call, 478 Fair Meadows Boulevard, reset smart switch.
- Sewer back up, 819 Woodland Way, problem on the private side.
- General Pump Shop repair work.
- Repaired #2 pump at Pump Station 6.
- CCTV work for Northern Pipeline (Columbia Gas) on Virginia Avenue.
- Began 24 HR by-pass operations due to rain causing higher than usual flows.
- 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	0	2	0	0	0	2	4
YTD 2018	41	81	1	3	3	70	199

\* 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.
- The Collection System Rehabilitation contract is approximately 30% complete.

**Laboratory**

- Collected upstream and downstream samples from Antietam Creek.
- Replaced DI mixed bed tanks.
- Renewed Lachat service contract.
- 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
09/06/18	10.96		10.96
09/07/18	9.87		9.87
09/08/18	9.15		9.15
09/09/18	9.49		9.49
09/10/18	9.95		9.95
09/11/18	9.98		9.98
09/12/18	10.46		10.46
Average			9.98

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

- R.C. Willson –Replaced the Ammonia exhaust fan.
- Pump Stations –Storm preparation is being completed by staff.
- 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 4.1 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.
- Repairs were made to a service line leak on Pangborn Boulevard.

**Laboratory**

- Submitted 2017 CCR certification to MDE.
- Completed 3<sup>rd</sup> quarter DBPs report.
- Reported TOC removal to Water Production Superintendent.
- Confirmed reporting requirements with MDE Water Supply Program.
- Reported lagoon discharge results to Water Production Superintendent for the month of August.
- Completed triennial lab inspection with MDE Laboratory Certification Officer.
- Revised media sterility check SOP.
- Revised DI water sterility check SOP.
- 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	1
Preliminary Plats	1	-
Grading Plan	-	-
Final Plat	2	1
Building Permits	14	8
Development Plan	-	-

- Staff attended a development review meeting at the County Planning Office.



Respectfully submitted,  
*Valerie A. Means*  
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 City Administrator