

CITY OF HAGERSTOWN, MARYLAND

STATUS & INFORMATION REPORT NO. 44 FOR 2018



November 9, 2018

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

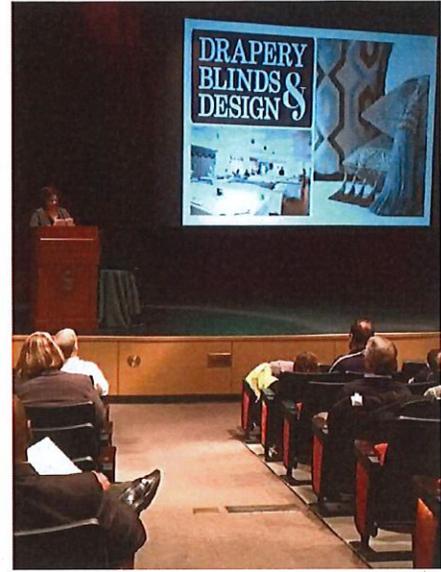
NOVEMBER 2018

For additional information and a complete list of City events, please visit our Calendar of Events on the City's website at <http://www.hagerstownmd.org/calendar.aspx>

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2 5pm North/South Gridiron Classic	3 6am-12pm Harvest @ The City Market
4	5	6 3:15pm Executive Session 4pm Work Session	7	8 4pm Board of Traffic & Parking 4:30pm Historic District Commission Meeting	9	10
11	12 HOLIDAY CITY OFFICES CLOSED	13 11:30am Boards & Commissions Luncheon @ Academy Theater 4pm Work Session	14 7pm Hagerstown Planning Commission Meeting	15	16 5pm City Tree Lighting @ City Center	17 12-4pm The Turkey Cup @ The Greens at Hamilton Run
18	19	20 3:30pm "The Little Light of Mine" Mural Dedication @ University Plaza 4pm Work Session	21	22 HOLIDAY CITY OFFICES CLOSED	23 HOLIDAY CITY OFFICES CLOSED	24
25	26	27 7pm Regular Session	28	29	30 6-9pm City Park Lighting	

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

Hub City Business Competition: Staff assisted with the production of the 3rd Annual Hub City Business Competition on Thursday. This competition is hosted by the Entrepreneur Council of Washington County which DCED is a partner. Nine entrepreneurs pitched their businesses with First Place going to C&O Taco. Previous year's winners have been Pura Vida and Pediatric Movement Center who have since gone on to open brick and mortar stores.



Burobox:

- Staff worked with SBDC who hosted a "Navigating eMaryland Marketplace" workshop at the BuroBox on Wednesday.
- Staff, in collaboration with the SBDC, hosted a workshop at the BuroBox on Friday for businesses to get ready for Small Business Saturday.



Main Street: The Main Street Leadership Team met for their monthly meeting and the Christkindl Markt Planning Group also met this week to continue to prepare for the event on December 1st.

Open for Business: Staff worked on coordinating a video-take of a group of downtown businesses for the *Open for Business* video.



Business Development: Members of the Mayor & Council, City staff and DCED guests attended the Annual Economic Summit sponsored by the Washington County Chamber of Commerce at Fountain Head Country Club. Anirban Basu spoke to approximately 250 people.

Events: Upcoming events include:

- **Veteran's Day Program** | Sunday, November 11 at 11 a.m. | Washington County Courthouse
A ceremony commemorating the 100th anniversary of the Armistice ending WWI. Laying of wreaths at the **Korean War Memorial**, the **Medal of Honor Triangle**, and **Memorial Boulevard**, follows the 11 a.m. program.

- **City Center Tree Lighting** | Friday, November 16, 5-8 p.m.
Welcome Santa to downtown Hagerstown to usher in the holiday season, get in the spirit with great music from local school bands, sing along with young carolers, and enjoy the festive lighting of the tree.

NEW this year – FREE horse-drawn wagon rides! Plus photos with Santa and a Santa's workshop area for kids. Performers include North Hagerstown High School Band, South Hagerstown High School Brass Ensemble, Girls Inc. Choir, Barbara Ingram School for the Arts Chorus, City Ballet School, Western Heights Middle School Band. Enjoy popcorn from Otterbein Church, candy canes from Columbia Bank, and hot chocolate from Bulls & Bears. The evening will be hosted by the illustrious Lou Scally. Sound provided by Ryan Smetzer.

- **Farmers Market:** Free donuts and coffee for veterans this Saturday, November 10.

FIRE DEPARTMENT

FIRE DEPARTMENT CALLS FOR ASSISTANCE			
House Fires	0	Community Risk Reduction	67
Building Fires	0	Public Service	3
Medical Assistance	18	Personal Injury Collision	8
Assist other Fire Departments	7	Fuel/Hazard Spills	1
Automatic Fire Alarms	1	Gas Leaks	3
Investigation: Malicious/False Alarms	0	Investigation: Carbon Monoxide Incident	0
Downed Power Lines	1	Dumpster/Outside Fires	1

PARKS & ENGINEERING

ENGINEERING DIVISION

1. **Pavement Condition Survey.** We received the results of our pavement condition survey yesterday and it is good news! The consultant used their inspection vehicle to drive every street in Hagerstown and collected pavement distress. They compiled the data and the overall network's "*Pavement Condition Index*" (PCI) number is "76" (100 is brand new asphalt and 0 is terrible). The consultant said this is one of the highest values they have seen for a street network and often jurisdictions are satisfied with PCI values in the 60's. Our PCI in 2013 was 77 but due to inadequate funding from roughly 2010 to 2016 it dropped to 69 in 2016. Recent investments of Highway User Revenue and the requirement to make utilities mill and pave the streets they do extensive work in are definitely paying off.

We plan to present the findings to Mayor and Council in December along with a list of streets for paving in 2019 and 2020 (based on the data collected).

2. **Electronics Recycling.** Staff assisted Waste Management this past Saturday to operate the annual electronics recycling event at Municipal Stadium. This year we only collected about one trailer full of items so it's time to rethink this event. One idea is to have an event next Fall that also includes paper shredding along with a drop off of old air conditioners and humidifiers.



3. **Contracts Out to Bid.**
 - Construct Sidewalk Accessibility Ramps for work in 2019
 - Right of Way Beautification Under West Antietam Street Railroad Overpasses
 - Deck Reconstruction – Rear 40 North Potomac Street

4. **Engineering Statistics**

TRAFFIC ISSUES		
Description	Week of 11/4/18	Calendar Year 2018 TOTALS
Traffic complaints received	2	154
Work Orders completed	0	108
Traffic counts completed	2	28

CONSTRUCTION PROJECTS		
Description	Week of 11/4/18	Calendar Year 2018 TOTALS
Projects advertised for bids	1	15
RFP's Advertised	0	4
Projects under construction	9	9
Projects completed	0	3

PARKS DIVISION

1. **Hager House.** We were thrilled to have a very special guest pop in for a surprise visit at the end of October! This is Jim Heiskell (photo below), descendant of Benjamin Heiskell, namesake and fabricator of the original "Little Heiskell," circa 1769, the legendary weather vane which stood atop the clock tower of City Hall for over 111 years! Mr. Jim Heiskell is pictured here with the original artifact's temporary stand-in replica. Mr. Jim Heiskell was extremely moved that our City has remembered his ancestor's contribution in such a profound way, and we are elated to have received his visit along with several of his family members!



2. **Community Garden.** The Association of plot holders held their fall meeting this past Saturday with about 20 people in attendance. The gardeners discussed the past growing season and ways to improve the garden. Applications for next year will be available for returning gardeners immediately.
3. **Fairgrounds Park Softball Dugouts.** The softball association set all roofs Saturday and the welder is about completed. They are finishing painting the roofs this week. They will install the roofs in April.



4. **City Park.** Work continues on the new dog walking trail. We are also preparing the area in the south end of the park for the replacement play equipment.
5. **Potterfield Pool.** Construction continues as we remove all the old lockers and prepare for a holding tank in the basement.
6. **Winterization.** We are winterizing the irrigation systems at Municipal Stadium, University Plaza and the Cultural Trail.

PLANNING & CODE ADMINISTRATION

Zoning Certificates Issued:

- 19411 Cortland Drive – Cortland Mansion, LLC – event center for weddings, birthday parties, corporate events, holiday parties, etc.; on-site catering only.

Planning Commission: The Planning Commission will be considering these items on November 14:

- Quit Claim Request: Portion of Alley 5-35 (between 4 West Magnolia and 1301 Potomac Avenues) – tabled from the October 31 meeting to give the property owners additional time to formulate more of a clear understanding of work proposed to be completed within the quit claim area.
- 180 and 186 South Edgewood Drive – Bricker Realty One, LLC –final plat.
- 580 Pangborn Boulevard - EMSOURCE Group Companies – fence permit waiver requests.
- McCleary Hill – revision to approve development plan regarding location/design of trash enclosures.

Weekly Activity Report: October 29–November 2, 2018

PERMITS								
TYPE	NUMBER OF NEW APPLICATIONS							NUMBER ISSUED
Building	7	Residential -	1	Commercial -	4	Other -	2	3
Electric	7	Residential -	2	Commercial -	5	Other -	0	7
Plumbing	15	Residential -	10	Commercial -	3	Other -	2	15
Mechanical	5	Residential -	5	Commercial -	0	Other -	0	5
Engineering Dept.	2							2
TOTAL	36		18		12		4	32
Est. Value of Issued Building Permit Projects:				FY18 Fiscal Year Totals:				
Residential				\$ 2,800.00				\$ 2,347,693.00
Commercial				\$ 16,240.00				\$ 13,606,244.00
Apartment				\$ 30,000.00				\$ 1,236,649.00
Sign				\$ 0.00				\$ 45,403.00
TOTAL				\$ 49,040.00				\$ 17,235,989.00
RENTAL LICENSING PROGRAM YEAR: JULY 1, 2018 – JUNE 30, 2019								
						PROPERTIES		UNITS
Registrations received week of Oct. 29 – Nov. 2						21		54
New applications issued week of Oct. 29 – Nov. 2						2		2
Total 2018-2019 registered (includes additions and subtractions since 5/2/18)						3,504		9,074
Percentage of rental license renewals that have registered as of May 2, 2018						97.5%		97.5%

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	\$ 4,100
Weekly adjustment/credits	\$ 225

INSPECTIONS

TYPE	NUMBER CONDUCTED
Building	24
Electrical	52
Plumbing	38
Mechanical	11
Safety	26
Neighborhood Vitality	19
Quality of Life	4
Preventive Maintenance	18
Planning & Zoning	1

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:	1,278	Field Interviews:	8
Arrests/Warrants Served:	23	Moving Violations:	36
Domestic Violence Calls:	25	Safety Repair Orders:	7
DUI Arrests:	2	Warnings:	54
Reports Filed:	127		

REPORTS

10/01/18: Officer Fuqua was dispatched to Noland Drive for a report of a burglary. The victim stated when she returned home from a trip on 9/30/18 she discovered someone had gained access into her residence. The suspects stole multiple electronic items and US currency. The victim was positive the doors were secured before leaving on the trip. The stolen items are valued at a total of \$1,493. The investigation is on-going.

10/02/18: Officer Mikash responded to the south parking lot of the City Park for a theft from a vehicle report. The victim advised that the passenger side front window had been broken out of the vehicle. The vehicle is described as a 2006 Mazda with Maryland tags. The victim's black backpack was stolen which contained her driver's license and bank cards. The officer will attempt to locate a surveillance camera that captured the incident. The Hagerstown area is experiencing other theft reports with similar details. There are no additional details on this case.

11/04/18: Officer Daveler and Officer Patterson were dispatched to Still Cuttin Barber Shop on West Franklin Street for an undesirable male. An employee stated a white male came into the business wanting his beard trimmed. The employee seated the male and could smell an alcoholic beverage upon his person. The male became more irate as his beard was being trimmed. He began to curse and used derogatory language towards the employees and customers. The employee stated he owed \$10 for the trim but he only gave \$5 and then requested the \$5 back. The employee gave the money back to him due to the scene he was causing in the shop. The police were called and the officers discovered there was an active warrant for the male. The male resisted arrest but was eventually transported to Central Booking where he continued his aggressive behavior. There are no additional details available.

11/05/18: Officer Patterson responded to the lobby of the Hagerstown Police Department for a reported theft. The victim stated that she was moving from Jonathan Street to Mulberry Avenue and asked two black males from the community to assist her. After the males left her residence, she discovered several items missing including her medications, some clothing items, baseball cards and US currency. She did not know their full names and unsure of their addresses. The officer will attempt to locate witnesses or a surveillance camera that captured the males leaving the residence with the missing items.

PRESS RELEASES

UPDATE: On 11/7/18, Detectives were actively watching several locations for wanted suspect Raymond Duke Trotman. Trotman was wanted in connections with the 09/11/17 murder of 19 year old Desean Que McNair. The Hagerstown City Police Department was being assisted by the Pennsylvania State Police, The Franklin County Drug Task Force, United States Marshall’s Service, Greencastle Police Department and The Washington County Sheriff’s Office. At 7 p.m. Trotman was observed in Greencastle, Pennsylvania. Officers attempted to take Trotman into custody and he fled in the vehicle he was driving. Pennsylvania State Police pursued Trotman into Maryland. After crossing into Maryland, Deputies from the Washington County Sheriff’s Office, Troopers from the Maryland State Police, and Officers from Hagerstown City Police assisted Pennsylvania State Police in the police pursuit. The pursuit ended with Trotman crashing his vehicle in the 13000 block of Maugansville Road in Maugansville, Maryland. Trotman was taken into custody at the scene of the crash. Once in custody it was learned that Trotman had his 3 year old daughter in the vehicle during the pursuit. She was not injured. Trotman was taken to Meritus Medical Center for minor injuries where he was treated and released to police. The 3 year was transported as a precautionary measure and was then released to her mother. Further charges will be forthcoming against Trotman regarding the pursuit. Trotman was transported to the Washington County Detention Center and served an arrest warrant charging him with 1st and 2nd Degree Murder, 1st and 2nd Degree Assault, Reckless Endangerment, Handgun on Person and other related firearm violations. He is currently being held without bond at The Washington County Detention Center.

The Hagerstown Police Department would like to thank the following agencies for the assistance they provided: the United States Marshall Service, Pennsylvania State Police (Chambersburg Barrick), Franklin County Drug Task Force, Washington County Sheriff’s Department, Greencastle Police Department and Maryland State Police.

PUBLIC WORKS

CHART NO. 1 – GENERAL PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	183	181
	University District Deck	380	380
Number of Patrons Using Decks	A & E Deck	1580	1219
	University District Deck	1806	1781
Number of Citations Issued	(Includes Warnings)	260	224
Number of Cars Booted		0	0
Late Payment Notifications		46	68
Peak Occupancy (%)	A & E Deck	100% Fri 2PM – 6PM	68% Tue @ Noon
	University District Deck	60% Tue @ 2PM	55% Tue @ Noon

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

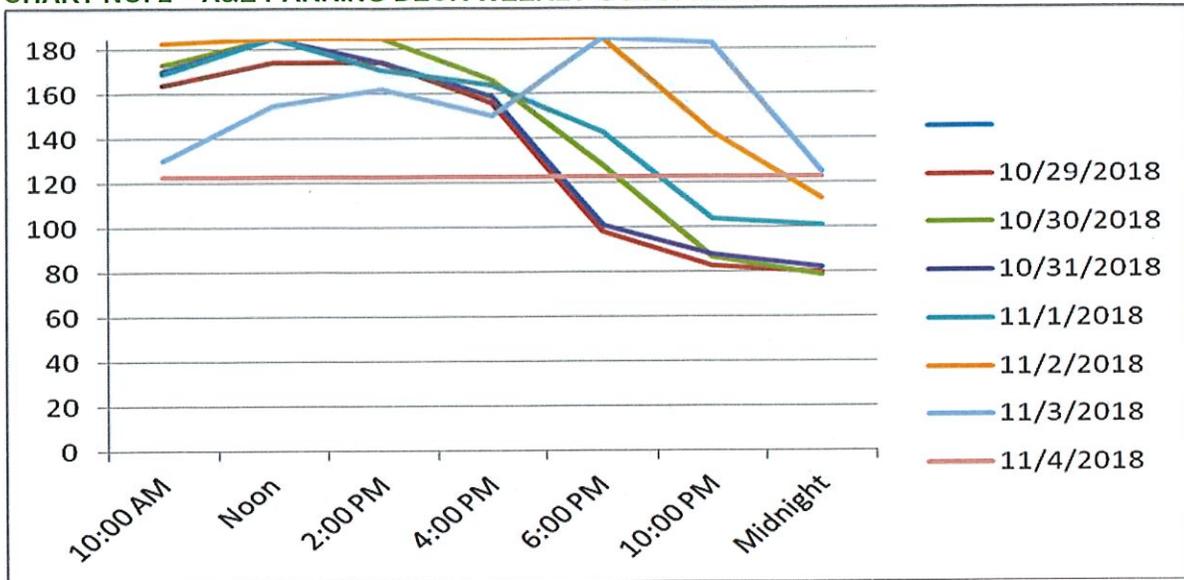
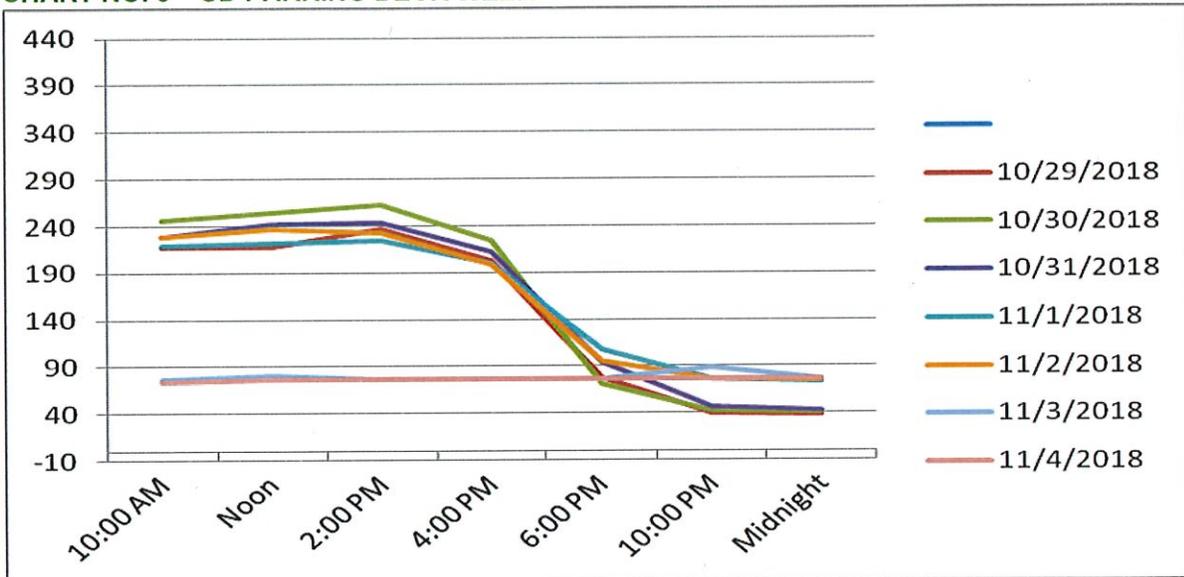


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	1
Fire	0	1
Human Resources	0	0
Light	3	1
Parks & Engineering	1	1
Police	9	6
Public Works	2	9
Wastewater	2	5
Water	3	1
Weekly Totals	20	25
Yearly Total	1072	

AFTER HOUR CALL BACKS

- 11/1/18 @ 7:45 p.m.: A lot of broken glass in the intersection of Franklin and Potomac Streets. The street sweeper brought in to clean up the area.

SPECIAL EVENTS

- Christmas Tree Lighting in the Square Friday, November 16th
- Tree Lighting in City Park on Friday, November 30th
- Christkindl Market in University Plaza Saturday, December 1st
- Hollyfest on Saturday, December 1st
- Donut Drop on Monday, December 31st

STREET SWEEPING DATA

Month 2018	Number of Miles of Streets Swept
January	899
February	712
March	560
April	590
May	975
June	100
July	1181
August	732
September	754
November	1098
Total Miles Swept for 2018	9202

¹AFTER HOURS CALL BACK DATA

	Issues for 2018	October	September
Street Issue	Tree in street	1	2
Parking System	AE and UD Deck issues	2	
Traffic Signal	Signals on flash	2	2
Traffic Signs	Parade postings removed	2	
Building Maintenance			1
Fleet Maintenance			
Weather Related			1
Misc.			1
Total		7	7
Total Call Backs 2018		82	

¹After-hours call out data includes contact with Public Works typically by Washington County Emergency Management. The issues can vary from debris in the street (tree or tree limbs, glass, etc.), traffic signal operations (signal goes into flash operation), traffic signs (call outs are usually only for STOP or YIELD signs), parking system issues (gates at either deck malfunction, equipment malfunctions, etc) to fleet maintenance issues. Field personnel may or may not be contacted depending upon the issue.

BULK TRASH COLLECTIONS

Month 2018	Number of Collections
January	10
February	16
March	32
April	24
May	19
June	32
July	30
August	28
September	30
October	23
Total Bulk Trash Collections for 2018	244

PROPERTY ABATEMENTS COMPLETED

Month for 2018	Number of Property Abatements
January	2
February	9
March	8
April	10
May	52
June	55
July	59
August	91
September	62
October	17
Total Abatements by PW for 2018	365

TECHNOLOGY & SUPPORT SERVICES

COMMUNICATIONS DIVISION

This Week's Headlines & Media Releases:

- Christkindl Gets Green Light to Serve Alcohol
- Family Farm & Home Cuts Ribbon for Hagerstown Store
- Hagerstown Mayor's Social Media Post Prompts Debate About Migrant Caravan
- Tax Incentive Could Boost Investment in Hagerstown, Washington County
- City Council Concentrates on Hagerstown's Negative Image
- Press Release: Opportunity Zone Program
- Traffic Advisory: Madison Avenue
- Traffic Advisory: Jonathan Street
- Traffic Advisory: Update to Madison Avenue

This Week's Video Projects:

- "Open for Business" Video shooting
- "Small Business Saturday" Promo

Channel 25 Hub City Now Programming:

- Mayor & City Council Special & Regular Session
- Hagerstown Greens at Hamilton Run :30 Spot
- Giga Hub City Video
- City Park Lighting :30 Spot
- Holiday Events :30 Spot
- The Fit Room :30 Spot
- Cultural Trail "Features" :30 Spot
- Act Now PSA

- Mayor & City Council Meeting—Thursday at 7 p.m., Saturday at 9 a.m., and Sunday at 9 a.m. & 3 p.m.
- MTA Commuter Connection

City Website:

- www.hagerstownmd.org attracted 8,511 user visits for the week of Oct. 29-Nov. 4
- The most popular top entrances (the first page users accessed on the website):

Home Page	2,095
Utility Billing Page	797
Calendar Page	502
Police Page	191
Trash/Recycling Page	159
Jobs Page	136
Firefighters Page	120
Parks & Recreation Page	118
Election Page	85
Hager House Page	76
- Top Searches:
 - “True”
 - “Trick or treat”
 - “Jobs”
 - “Citizen self service – pay fees”
 - “Pay bill”

UTILITIES

ELECTRIC DIVISION

Service Calls:

- Fri. 11/2
 - 621 Frederick Street - partial outage; tree branches rubbed triplex wires causing outage. Time Out: 16.1-17.5
 - 165 Summit Avenue - blinking lights; the connectors were in need of replacement. Time Out: 18.0-20.7
- Sat. 11/3
 - 55 Sycamore Street - Miss Utility emergency locate for Columbia Gas to make repairs. Time Out: 7.6-8.0
 - 312 West Wilson Blvd. - partial outage; large tree branch pulled down the neutral conductor. Time Out: 8.6-10.0
 - 37 North Mulberry Street- total outage; the customer’s main breaker was tripped. Time Out: 14.9-15.2
- Sun. 11/4
 - 104 North Cleveland Avenue - total outage; bird caused transformer fuse to operate. Time Out: 7.3-8.2
 - 919 West Washington Street- partial outage; wire was broken at pole. Time Out: 14.2 - 15.1

Engineering

- Multiple permits were reviewed and approved, service upgrades prepared, and underground locate requests were completed.

Administration

- Staff reviewed the first few sections of the Lineworker's Grounding Manual to relate to comply with the recent revisions to the HLD safety manual.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, October 31, 2018	7.19	0.00
Thursday, November 1, 2018	7.28	1.33
Friday, November 2, 2018	9.58	0.00
Saturday, November 3, 2018	10.53	0.00
Sunday, November 4, 2018	9.40	0.00
Monday, November 5, 2018	12.79	0.77
Tuesday, November 6, 2018	15.27	0.52
Weekly – Avg. Flow / Total Rainfall	10.29	2.62
Oct – Avg. Flow/Total Rainfall	9.08	1.21
Nov – Avg. Flow/Total Rainfall	10.81	2.62

Miscellaneous

- Replaced solenoid valve and pressure switch on #1 RAS pump.
- Replaced Flygt MiniCas module on BNR mixer #10.
- Replaced pneumatic actuator on PSA Oxygen Skid valve #5.
- Installed wiring to feed temporary tank and mixer needed for the GBT operation.
- Worked with Synagro on starting up of the temporary GBT.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	11	1,569'		
Flushing	10	6,883'		

Miscellaneous

- Sewer backup, 811 The Terrace, CCTV'd line again from the street to the cleanout at sidewalk, all is clear. Collection System Superintendent explained to owner again that the problem is on the private, homeowners plumber had left behind a 3' section of terracotta pipe which is allowing the root intrusion. Owner was advised to contact a plumber and make the repair.
- Sewer backup, 154 West North Street, problem on the private side.
- Sewer backup, 339 West Washington Street, problem on the private side.
- Odor complaint, 17700 Garland Groh Avenue, problem on the private side, flushed mainline as a precaution.
- Missing manhole lid, 18216 Hurricane Court, found problem to be loose water meter vault lid, contacted Water Department Distribution Superintendent.

- Completed hanging new LED lights in the pump shop.
- Dropped enzyme bags at various Pump Stations and trouble spots in the system.
- General pump shop repair work.
- CCTV in final section of Nittany Lion Boulevard.
- Pump Station #3 project, excavated hillside around wet well, removed existing wet well sections, ventilator and muffin monster. Concreted and prepped remaining section to accept new wet well sections scheduled to be set next week. Excavated for new manhole to remove dog leg in current configuration and to improve velocity in pipe to eliminate what has been a high maintenance area historically.

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	4	6
YTD 2018	47	88	3	3	3	99	243

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

Engineering

- Staff met with representatives of an existing commercial business to discuss alternatives for acquiring wastewater service.

Laboratory

- Analyzed drinking water samples for simple nutrients.
- Began trials with alternative, EPA-approved method for analyzing Total Phosphorous.
- Exchanged DI mixed bed tank with Culligan.
- Met with staff to observe and discuss Volvo's new wastewater flow measurement utilizing pump run times.
- Advised Pretreatment Coordinator of City code regarding the discharge of unpolluted waters to the City's collection system.
- Prepared reagents for Lachat operation.
- Process and regulatory testing was routine for the week.

WATER DIVISION

Plant Flows - System Demand (MGD)

Date	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
11/01/18	10.53		10.53
11/02/18	10.40		10.40
11/03/18	9.89		9.89
11/04/18	10.28		10.28
11/05/18	10.20		10.20
11/06/18	10.35		10.35
11/07/18	10.23		10.23
Average			10.26

Water Production at R. C. Willson

- R.C. Willson – Staff continue to work with contractors on the tank mixing and screen replacement project.
- 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 5.2 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 water main break on Woodside Drive.

Laboratory

- Collected distribution samples for monitoring for nitrification.
- Requested PO and bottle order for DBPs sampling.
- Notified consecutives of our upcoming 4th Quarter DBP Sampling.
- Completed monthly bacteria report for the City's supply.
- Completed monthly bacteria report for the Town of Smithsburg.
- Process and regulatory testing was routine for the week.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	1	-
Preliminary Plats	-	-
Grading Plan	-	-
Final Plat	-	-
Building Permits	18	9
Development Plan	-	-

- Staff met with the Planning and Code Administration Director and staff, the Utilities Director and the Water Operations Manager to discuss an additional amendment to the Water and Wastewater Policy to accommodate water service for a proposed essential public use.
- Staff collaborated with a fire protection company representative and the Long Meadow Volunteer Fire Department in a maximum fire flow test for a proposed commercial development west of Pennsylvania Avenue.



Respectfully submitted,

 Valerie A. Means
 City Administrator