

CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 2 FOR 2019



January 11, 2019

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

JANUARY 2019

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 HOLIDAY CITY OFFICES CLOSED	2	3	4	5
6	7	8 3pm Executive Session 4pm Work Session	9 4pm Hagerstown Planning Commission Meeting	10 4pm Board of Traffic & Parking Meeting 4:30pm Historic District Commission Meeting	11	12
13	14	15 2:30pm Executive Session 4pm Work Session	16 7pm Board of Zoning Appeals Meeting	17	18 4pm Hub City 100 Miller Kick-Off @ Fit Room at Fairgrounds Park	19
20	21 HOLIDAY CITY OFFICES CLOSED	22 4pm Work Session	23	24 4:30pm Historic District Commission Meeting	25	26
27	28	29 7pm Regular Session	30 7pm Hagerstown Planning Commission Meeting			

FIRE DEPARTMENT

FIRE DEPARTMENT CALLS FOR ASSISTANCE

House Fires	1	Community Risk Reduction	45
Building Fires	0	Public Service	4
Medical Assistance	21	Personal Injury Collision	10
Assist other Fire Departments	16	Fuel/Hazard Spills	2
Automatic Fire Alarms	6	Gas Leaks	1
Elevator Service Call	1	Investigation: Carbon Monoxide Incident	3
Electrical Fires	1	Dumpster/Outside Fires	2

Kitchen Fire – 803 Mulberry Avenue: Hagerstown Firefighters responded to 803 Mulberry Avenue at 1:20 p.m. Tuesday, January 8th for a kitchen fire. The fire was quickly extinguished but not before heavy smoke caused damage, displacing four adults and one child. The American Red Cross is assisting the family.

PARKS & ENGINEERING

ENGINEERING DIVISION

1. **Antietam Street Railroad Overpasses.** The treatments under each of the two bridges are complete. We continue to work with the Washington County Public Schools for the murals under the Franklin Street bridge.



2. **Board of Traffic & Parking.** The Board of Traffic & Parking will discuss the following at the January 10th meeting:
 - Parking on Fridinger Avenue
 - 4-way stop at intersection of Belview/Irvin
 - Request to convert Alley 4-45a to "pedestrian-only" and prohibit vehicles.
3. **Memorial Boulevard at Reynolds Avenue.** As requested by local landowner, we are completing turn counts at Memorial and Reynolds to study cut-thru traffic across private property.
4. **Engineering Statistics**

TRAFFIC ISSUES		
Description	Week of 1/6/19	Calendar Year 2019 TOTALS
Traffic complaints received	10	10
Work Orders completed	5	5
Traffic counts completed	3	3
CONSTRUCTION PROJECTS		
Description	Week of 1/6/19	Calendar Year 2019 TOTALS
Projects advertised for bids	0	0
RFP's Advertised	0	0
Projects under construction	9	9
Projects completed	0	

PARKS DIVISION

1. **Parks Construction Projects.**
 - o Building retaining wall on new "dog" trail in City Park.
 - o Working on lay out for new playground in City Park.
 - o Installed new garage door at maintenance shop in Fairgrounds Park.
 - o Stoned Funkhouser Park rental house driveway and Hamilton park access.
 - o Work continues at pool on backwash tank and new doorways.
 - o Mulched around new art sculpture on Cultural Trail.
2. **2019 Hub City 100 Miler – begins January 18th!** Registration is open and City Employees are sponsored by the Wellness Program! Employees may register at: https://apm.activecommunities.com/hagerstownparksandrec/Activity_Search/3234

PLANNING & CODE ADMINISTRATION

1. **Planning Commission:** The Planning Commission took the following action on January 9:
 - 560 Western Maryland Parkway – MCP LLC – approved the ESD Concept Plan.
 - Foggy Bottom Farm and Other Lands Annexation – recommended AT (Agricultural Transition) zoning for the Foggy Bottom Farm parcel and I-MU (Industrial Mixed-Use) zoning for the Meritus lands and Washington County's stormwater management pond. In addition, the Foggy Bottom Farm property will be annexed as a "potential landmark" since the existing farmhouse is on Washington County's historic sites inventory.
 - Antietam Creek Creek Bed Annexation – recommended AT (Agricultural Transition) zoning for this property.

2. **Weekly Activity Report:** December 31, 2018 – January 4, 2019

PERMITS								
TYPE	NUMBER OF NEW APPLICATIONS							NUMBER ISSUED
Building	8	Residential -	3	Commercial -	4	Other -	1	2
Electric	8	Residential -	4	Commercial -	4	Other -	0	7
Plumbing	9	Residential -	8	Commercial -	0	Other -	1	9
Mechanical	7	Residential -	5	Commercial -	1	Other -	1	7
Engineering Dept.	3							2
TOTAL	35		20		9		3	27
Est. Value of Issued Building Permit Projects:				FY19 Fiscal Year Totals:				
Residential				\$ 177,500.00				\$ 4,186,878.00
Commercial				\$ 0.00				\$ 22,960,591.00
Apartment				\$ 0.00				\$ 1,867,149.00
Sign				\$ 0.00				\$ 62,203.00
TOTAL				\$ 177,500.00				\$ 29,076,821.00
Projects of Interest								
- Construct two story single family dwelling with garage at 12507 Olivine Court - \$175,000								
RENTAL LICENSING PROGRAM YEAR: JULY 1, 2018 – JUNE 30, 2019								
					PROPERTIES			UNITS
Registrations received week of Dec. 31 – Jan. 4					7			7
New applications issued week of Dec. 31 – Jan. 4					3			3
Total 2018-2019 registered (includes additions and subtractions since 5/2/18)					3,584			9,188
Percentage of rental license renewals that have registered as of May 2, 2018					99.5%			99.5%
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				\$ 525				
Weekly adjustment/credits				\$ 375				
INSPECTIONS								
TYPE	NUMBER CONDUCTED							
Building	35							
Electrical	16							
Plumbing	16							
Mechanical	3							
Safety	42							
Neighborhood Vitality	22							
Quality of Life	5							
Preventive Maintenance	1							
Planning & Zoning	12							
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:	1,344	Field Interviews:	30
Arrests/Warrants Served:	23	Moving Violations:	43
Domestic Violence Calls:	31	Safety Repair Orders:	5
DUI Arrests:	1	Warnings:	78
Reports Filed:	157		

REPORTS

01/03/19: Officer Johnson responded to the China King Restaurant at 339 West Washington Street for a report of a trespasser. The officer observed a male lying on the ground next to a sign that reads "No Trespassing". The owner of the property stated that he has an active No Trespass Letter on the male. The officer did confirm the letter with HPD and the male was ordered to leave the property and not return. Several hours later HPD was dispatched back to the China King and advised the male had returned. The officer recognized the male to be intoxicated. He was placed under arrest and transported to Central Booking and appropriate charges were filed.

01/04/19: Officer McKinley was dispatched to Domino's located on North Prospect Street for a reported fraud. An employee stated she was making a pizza delivery to George Street but the resident stated he did not order any pizza. When the employee called back the phone number the person answering said he was a friend and had the pizza sent to his friend's house. He stated he was on his way with the money for the pizza. Upon arrival the friend handed a \$100 bill to the Domino's employee. She made change and returned back to Dominos. Upon arriving at Domino's she realized the bill was counterfeit. Through investigation with the phone number, the officer was able to determine a person of interest. The officer will be following up with the driver to have a photo array presented to her for the suspect's identification. No further information is available.

01/05/19: Officer Koontz responded to Washington Garden Apartments located on Security Road for a well-being check. The anonymous caller stated that two people were asleep in a 2015 Ford Escape and the engine was running. The officer approached the vehicle and found two apparent sleeping individuals. Officer Koontz knocked on the window in an effort to wake the persons. The female driver aroused somewhat but the passenger appeared to be unconscious. The passenger had a small plastic bag containing a light brown, coarse, powdery substance on his stomach. Through the officer's training he recognized this to possibly be heroin. The officer also noticed a small cut straw on the floor often used for snorting drugs. The passenger did wake up and both he and the female driver refused medical treatment. It should be noted that in the back seat was the driver's infant child. The suspected heroin was only two feet from the baby's bottle. Social Services was contacted and the child was released to the driver's parents. The driver and passenger were transported to Central Booking and charged with Possession of a Controlled Dangerous Substance and Drug paraphernalia. The driver was also charged with Neglect of a Minor. No further details are available.

01/06/19: Officer Kimmel responded to the BP Gas Station on the Dual Highway for a robbery in progress. An employee stated that a male approached the station with a handgun and attempted to enter the gas station. It should be noted that during the night the station is open but the doors are locked. The male pulled on the door handles several times and realized the doors were locked. The suspect then fled the area and went westbound on Dual Highway. The suspect was about 5'7" and wearing all black clothing, black gloves and a black mask over his face. He had a black backpack over his shoulder and carried a black handgun in his left hand. Officers checked the area but did not find anyone that matched the description of the suspect. The officer requested a copy of the station's surveillance camera. The investigation is continuing.

01/07/19: Officer Patterson was dispatched to St. Clair Street for a reported fraud. The officer was met by the manager of the St. Clair Terrace Apartment Complex. She stated she was reviewing the company's financial records and noticed some unusual purchases that appeared not to be job related. She approached the employee that ordered the items and he stated he placed these orders with Home Depot with the online service. He further explained he must have used the company's credit card by mistake. The manger recognized this to be false since he was not given a company credit card nor had access to one. The employee was fired and told the incident would be reported to the police. The employee left the property. The total of unauthorized purchases came to \$3,475.41. The officer will be conducting further investigation to see if these items have been pawned. No further details are available at this time.

OTHER NEWS/INFORMATION

Congratulations to Officer Andrey Salahov. Officer Andrey Salahov has been selected as Officer of the Month for November 2018. Officer Salahov has been employed by the City of Hagerstown for approximately four years and is currently assigned as a Community Resource Officer.

In November 2018, Officer Salahov responded to a report of a robbery involving three suspects where the victim had been "pistol whipped" with a firearm. Based on the descriptions of two of the suspects, Officer Salahov was able to identify them from previous interactions. Officer Salahov continued to investigate the incident and was able to identify the third suspect as well. Due to Officer Salahov's familiarity with the suspects and his investigative work, charges were filed on all three suspects.

In another unrelated incident in November, several houses had been struck by errant gunfire. After looking at surveillance footage of the suspected shooter, Officer Salahov was able to positively identify him through previous contacts. Charges were subsequently issued in that case as well.

Based on his work and interaction with the residents of his assigned community, Officer Salahov was able to identify the subjects involved in these two serious incidents. Because of his effort in solving these cases and his positive interaction with members of the community, Officer Andrey Salahov has been selected as the Hagerstown Police Department Officer of the Month for November 2018. The Hagerstown Police Department is proud to have dedicated officers such as Officer Salahov 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
Number of Permit Holders	A & E Deck	189	188
	University District Deck	377	376
Number of Patrons Using Decks	A & E Deck	999	461
	University District Deck	940	516
Number of Citations Issued	(Includes Warnings)	252	76
Number of Cars Booted		0	0
Late Payment Notifications		51	52
Peak Occupancy (%)	A & E Deck	85%	NA
		Thur @ Noon	
Peak Occupancy (%)	University District Deck	68%	NA
		Thur @ Noon	

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

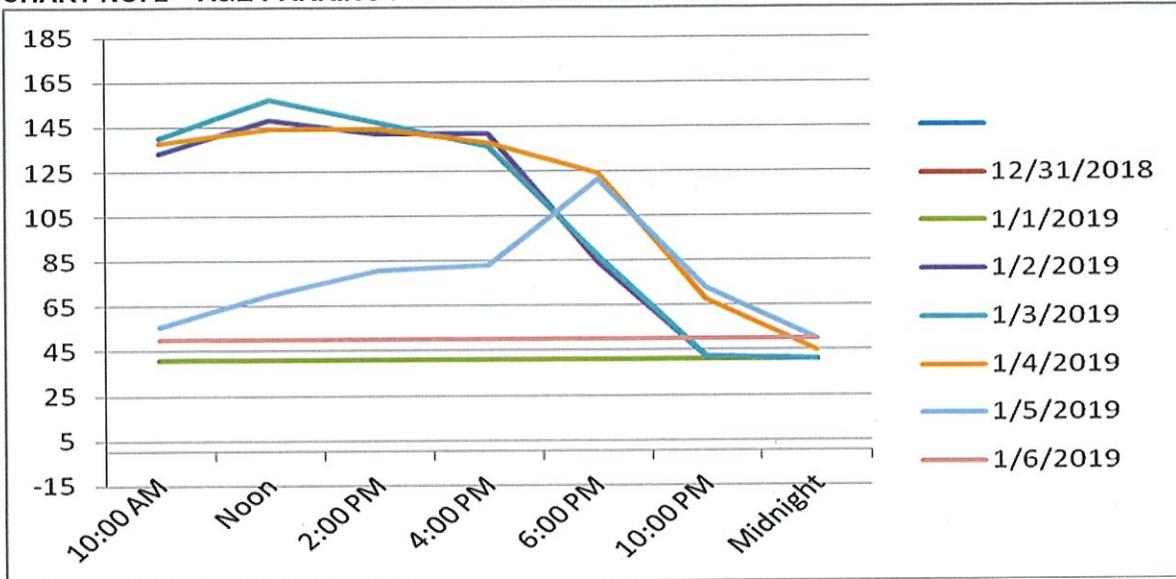
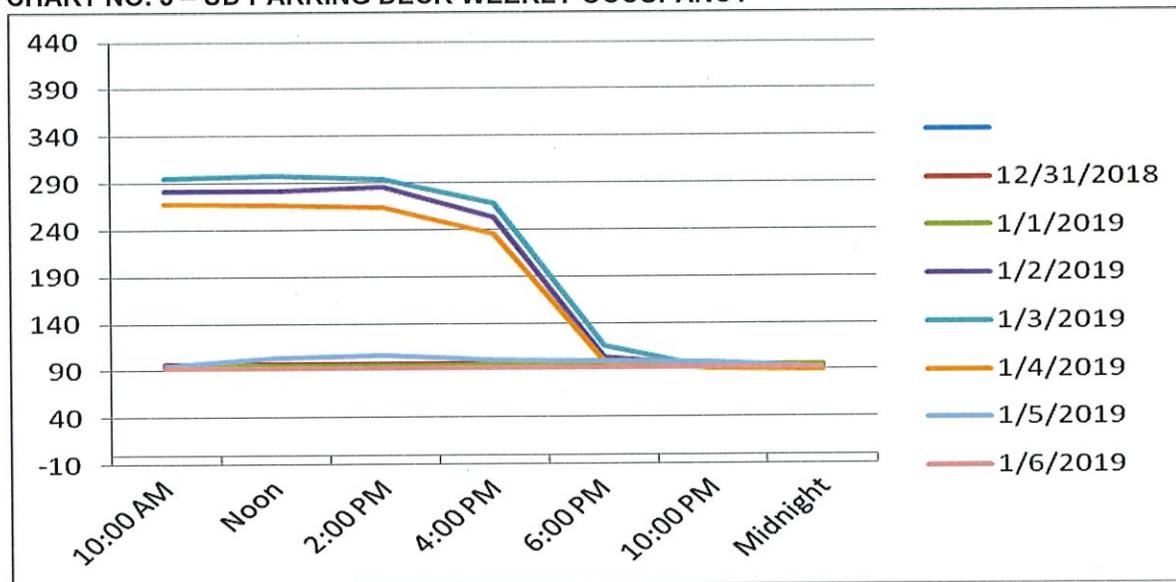


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	1	0
Fire	0	0
Human Resources	0	0
Light	1	1
Parks & Engineering	1	0
Police	6	4
Public Works	2	0
Wastewater	1	0
Water	4	2
Weekly Totals	16	7
Yearly Total	16	

After Hours Call Backs

01/01/19 @ 9:30 a.m.: The front doors to the Elizabeth Hager Center would not lock. The doors utilize electronic locks and the programming failed to secure the doors. Staff worked for one hour to modify the programming.

01/01/19 @ 9:30 a.m.: The emergency generator at Engine 3 (Fire) indicated an issue with a warning light. A mechanic was called in to investigate.

01/04/19 @ 12:30 a.m.: The Gasboy fuel system failed denying HPD the ability to obtain fuel after their midnight shift change. Staff arrived to find the system offline. The system was rebooted and operations restored.

Street Work

- Christmas tree collection began the day after the New Year holiday. City Light provided a truck and tree chipper to chip trees as they were collected. The collection will continue into the following week.
- Work continued on storm drain reconstruction in alley 2-41 just west of Madison Avenue. The warmer weather is allowing staff to continue construction projects that require pouring concrete.

Signal Work

- A two vehicle accident in January of 2018 had damaged the traffic signal pole on the northeast corner of Antietam Street and Summit Avenue. Unfortunately, replacement parts for the signal pole could not be found and the pole could not be replaced. The solution was to weld additional steel plates to the pole as a temporary measure. Staff worked with a local welder, Dan's Welding, on Friday, January 4, 2019 to make this repair. All the signals and signs were removed to relieve the stress on the pole until the steel plates were welded in place. Staff and Auxiliary Police provided traffic control since parts of Antietam and Summit were closed to traffic. Upon completion of the welding, the signal lights and signs were installed and the intersection placed back into operation.

Property Management

- Approximately two-thirds of the replacement windows have been installed in the Roslyn Building. The contractor is now waiting for the windows that will be installed in the front of the building along Franklin Street. Delivery of the windows will be towards the end of January with installation completed by mid February.
- The Maryland Occupational Safety and Health (MOSH) office is moving out of the Elizabeth Hager Center this month. MOSH has been a tenant of the City since April 1998. The space they are vacating is approximately 2,000 square feet. The space may be temporarily needed for City staff, however the City will look to rent the space in the future.

TECHNOLOGY & SUPPORT SERVICES

COMMUNICATIONS DIVISION

This Week's Headlines & Media Releases:

- WCPS, Hagerstown, CSX Work on Solution to North End Train Problem
- Hagerstown Accepting Applications for Community Garden
- Average of About 8 Drivers Cited Daily by Hagerstown Red Light Cameras in First 9 Months
- Hagerstown Council Narrows Down Names for New Arts, Music Event
- Hagerstown Council Settles on Discounted Student Parking Passes for Downtown Lots
- WDVM Asks Washington County to Help Press for Antietam Broadband Agreement

- Press Release: Community Garden Plot Applications
- Traffic Advisory: South Potomac Street

This Week's Video Projects:

- Mayor & City Council Work Session
- "This Little Light of Mine" University Plaza Mural Video post production
- "See Something, Send Something" App :30 Spot final editing

Channel 25 Hub City Now Programming:

- Hub City 100-Miler :30 Spot
- "See Something, Send Something" App Video
- "Open For Business" Video
- "Council WRap" Segment
- The Fit Room :30 Spot
- 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 8,670 user visits for the week of Dec. 31 – Jan. 6

- The most popular top entrances (the first page users accessed on the website):

Home Page	1,855
Utility Billing Page	730
Hub City 100-Miler Page	558
Collection Schedules/Zones Page	305
Christmas Tree Collection Page	224
Police Page	214
Jobs Page	173
Trash & Recycling Page	111
Firefighters Page	108
Parks & Recreation Page	97

- Top Searches:

"True"
 "Christmas Tree collection"
 "Jobs"
 "When should I set out trash/recycling/yard waste for collection?"
 "Residential trash"

UTILITIES

ELECTRIC DIVISION

Service Calls:

- Thur. 1/3 - Corner of, Summit Avenue and Baltimore Street- pole damaged; streetlight #48 was struck in vehicle accident. Time Out: 6.7-6.9
- Wed. 1/9 - 337 West Side Avenue- partial outage; line crew replaced burnt triplex to correct problem. Time Out: 16.3-17.7

Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- The Staff Engineer began drafting specifications for annual HLD substation testing and inspections.
- HLD staff continued work on revisions and enhancements the Safety and Grounding Manuals for electrical line work activities.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, January 2, 2019	13.23	0.00
Thursday, January 3, 2019	12.53	0.00
Friday, January 4, 2019	11.26	0.08
Saturday, January 5, 2019	14.13	0.38
Sunday, January 6, 2019	12.52	0.00
Monday, January 7, 2019	11.77	0.00
Tuesday, January 8, 2019	11.34	0.09
Weekly – Avg. Flow / Total Rainfall	12.40	0.55
Jan – Avg. Flow/Total Rainfall	12.51	0.55

Miscellaneous

- Ran temporary electrical line for the contractors to use during the upgrades.
- Cleaned ChemScan Unit and sample pumps.
- Dismantled MCC cabinets 3 phase wiring for Nitrate Recycle Pumps so Light Dept. could install voltage recorder.
- Rotated lower bearing in grit classifiers.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	16	1,218'		
Flushing	12	4,524'		

Collection System Maintenance Task

- Odor Complaint, 1631 Dual Highway, added Chlorine tablets at Pump Station 8.
- Grinder Pump call, 20000 Boxwood Circle, no issues found, cycled system.
- Grinder Pump call, 478 Fair Meadows Boulevard, no issue found, cycled system.
- Sewer Back up, 33 West Franklin Street, problem on the private side.
- Sewer Back up, 12914 Terrace Extended, lateral broken on our side 15' 9" from the mainline, dug up and repaired.

- General pump shop repair work.
- Added enzymes bags at various trouble spots and lift stations in the system.
- Hauled in stone for inventory.
- Installed 2 meters in District #4 MH #04025/04101 to investigate infiltration going into Pump Station 10.

Administration

Wastewater Division – Customer Call Log Summary 2018/2019							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
YTD 2018	52	112	7	3	3	115	292
Weekly	2	2	0	0	0	0	4
YTD 2019	2	2	0	0	0	0	4

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

Engineering

- The construction of the sewer main extension on Tracy's Lane for the Lidl grocery store on the Dual Highway is 80 % complete.

Laboratory

- Continued cross-training lab personnel on Lachat operation.
- Ordered supplies for the lab.
- Discussed pretreatment program with County Pretreatment Coordinator.
- 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
01/03/19	10.89		10.89
01/04/19	9.43		9.43
01/05/19	10.31		10.31
01/06/19	9.42		9.42
01/07/19	9.31		9.31
01/08/19	9.61		9.61
01/09/19	9.39		9.39
Average			9.76

Water Production at R. C. Willson

- R.C. Willson – Repaired the blower for the filter backwash.
- 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 3.6 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.

Laboratory

- Continued cross-training lab personnel on Lachat operation.
- Reviewed UCMR 4 results on CDX website.
- Completed monthly bacteria report.
- Completed 4th quarter disinfectant residual report.
- 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	-	1
Building Permits	6	7
Replat	-	2

- Staff attended a progress meeting for the Willson Plant traveling screens construction project.
- Staff met with a consultant regarding final approval of water main extension drawings for a proposed commercial site on Crayton Boulevard extended.



Respectfully submitted,
Valerie A. Means
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City Administrator