

CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 3 FOR 2019



January 18, 2019

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

<h3 style="margin: 0;">JANUARY 2019</h3> <p style="margin: 0; font-size: small;">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</p>						
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 3:30pm Executive Session 7pm Board of Zoning Appeals Meeting	17	18 4pm Hub City 100 Miler Kick-Off @ Fit Room at Fairgrounds Park	19
20	21 HOLIDAY CITY OFFICES CLOSED	22 3:45pm Executive Session 4pm Special Session 4:10pm Work Session	23	24 4:30pm Historic District Commission Meeting	25	26
27	28	29 7pm Regular Session	30 7pm Hagerstown Planning Commission Meeting			

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

Grand Opening: Now under the ownership of Bowman Hospitality and management of Chef E. Jay Zuspan, a grand opening event will be held for Bulls & Bears, 28 South, and the Schindel-Rohrer Ballroom. This event will take place on Tuesday, January 22 at 1:30 p.m. with the official ribbon cutting taking place at 38 South Potomac Street.

Business Forum: The monthly Downtown Business Owner Forums kicked off the 2019 year with a presentation by Mark Halsey, Executive Director of USMH. Several downtown businesses and property owners were present to learn more about the expansion plans for USMH. Upcoming forums include:

- February 21: Dana Jenkins, Executive Director of REACH
- March 21: Barbara Ingram School for the Arts Expansion Updates



FIRE DEPARTMENT

FIRE DEPARTMENT CALLS FOR ASSISTANCE

House Fires	0	Community Risk Reduction	35
Building Fires	2	Public Service	4
Medical Assistance	15	Personal Injury Collision	9
Assist other Fire Departments	2	Fuel/Hazard Spills	1
Automatic Fire Alarms	7	Smoke/Odor of Smoke	5
Extrication:	4	Investigation: Carbon Monoxide Incident	1
Vehicle Fires	1	Dumpster/Outside Fires	0

PARKS & ENGINEERING

ENGINEERING DIVISION

1. **Solid Waste Data.** Below is a chart that shows the impact of not recycling glass any longer. Recycling tonnage dropped by 299 tons in 2018. This is largely attributed to glass going in the trash now (which increased by 444 tons over 2017).

Year	Trash Tonnages	Recycling Tonnages	Yard Waste Tonnages
2018	11,623	2,333	1,120
2017	11,179	2,632	1,080
2016	10,810	2,523	1,025
2015	10,581	2,677	1,233
2014	10,494	2,669	1,320

PARKS DIVISION

1. **2019 Hub City 100 Miler.** The 6th Annual Hub City 100 Miler begins tomorrow, January 18, 2019! The Kick-Off will be held at Fairgrounds Park in the Fit Room from 4-6 p.m. Enjoys vendors, prizes and music and the first official mile walk at 5 p.m.! Free fitness demos will be offered Friday evening and Saturday morning in the Fit Room. For more info: <https://www.hagerstownmd.org/810/2019-Hub-City-100-Miler>

Registration will remain open through January 31st, and City Employees are sponsored by the wellness program! Employees please register now at: https://apm.activecommunities.com/hagerstownparksandrec/Activity_Search/3234

2. **Parks projects this week.**

- Work continues on the new dog trail at City Park; the retaining wall is complete.
- Work continues at the Potterfield Pool. This week, we started repairing the skimmer which required breaking up the concrete pool deck and digging a 3 ft. by 5 ft. hole in the ground. Skimmer was broken and disconnected which was a source of leaks for years.
- Snow removal

3. **Bids.** Rec staff has sent out requests for bids on the following:

- Fit Room Cleaning Services
- 100 Miler T-shirts
- 2019 Parks & Rec Guide Design (2 guides)
- 2019 Parks & Rec Guide Printing and Distribution (2 guides)
- To be sent in February – 100 Miler Medals

PLANNING & CODE ADMINISTRATION

Zoning Certificates Issued:

- 138 North Potomac Street – Beauty Palace – full-service salon and barber shop.
- 950 Dual Highway – Wendy’s – fast-food restaurant.

Historic District Commission: The HDC took the following action on January 10:

- 1-3 North Potomac Street – Chris Richardson – approved awnings for the front facades.
- 33 South Potomac Street – First Hagerstown Hose Company – approved a sign on rear façade.
- Election of Officers. The commission elected Michael Gehr as chair and Chad Crumrine as vice chair.
- Began review of the draft Design Guidelines.

These cases have been filed for the January 24 HDC meeting:

- 35 North Potomac Street – WLR Property Management – remove awning and replace “mirror glass.”
- 39 North Potomac Street – WLR Property Management – remove awning and replace “mirror glass.”
- 138 North Potomac Street – Chelsea Becton – window signage for Beauty Palace.

Board of Zoning Appeals: The BZA heard these cases on January 16:

- 229 North Potomac Street – Meghan Creamer – approved a special exception request for a cosmetology school.
- 190 South Burhans Boulevard – Harold Burkholder – approved special exception and variance requests for a proposed religious facility.

Weekly Activity Report: January 7–11, 2019

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	3	Residential -	1	Commercial -	2	Other -	0	4
Electric	11	Residential -	5	Commercial -	5	Other -	1	12
Plumbing	17	Residential -	16	Commercial -	1	Other -	0	17
Mechanical	10	Residential -	8	Commercial -	1	Other -	1	10
Engineering Dept.	6							7
TOTAL	47		30		9		2	50
Est. Value of Issued Building Permit Projects:					FY19 Fiscal Year Totals:			
Residential				\$ 197,000.00				\$ 4,383,878.00
Commercial				\$ 39,865.00				\$ 23,000,456.00
Apartment				\$ 0.00				\$ 1,867,149.00
Sign				\$ 28,000.00				\$ 90,203.00
TOTAL				\$ 264,865.00				\$ 29,341,686.00
Projects of Interest								
Construct two story single family home at 12459 Fallen Timbers Cir. - \$140,000								
RENTAL LICENSING PROGRAM YEAR: JULY 1, 2018 – JUNE 30, 2019								
					PROPERTIES			UNITS
Registrations received week of Jan. 7 – Jan. 11					8			9
New applications issued week of Jan. 7 – Jan. 11					2			2
Total 2018-2019 registered (includes additions and subtractions since 5/2/18)					3,592			9,197
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				\$ 875				
Weekly adjustment/credits				\$ 75				
INSPECTIONS								
TYPE	NUMBER CONDUCTED							
Building	54							
Electrical	30							
Plumbing	20							
Mechanical	14							
Safety	39							
Neighborhood Vitality	57							
Quality of Life	1							
Preventive Maintenance	17							
Planning & Zoning	2							
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
	<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:	1,305	Field Interviews:	17
Arrests/Warrants Served:	24	Moving Violations:	49
Domestic Violence Calls:	20	Safety Repair Orders:	2
DUI Arrests:	0	Warnings:	98
Reports Filed:	128		

REPORTS

01/10/19: Officer Brady responded to the area of North Potomac Street and Randolph Avenue for the report of an assault. The caller stated he observed a black male assault a black female. The male was described as being in his 20's, wearing a white t-shirt and blue jeans. The female was wearing a hoodie and pants. The officer made contact with both the male and female. The female stated that the male had taken her cell phone and she was trying to retrieve it. The phone was found in the front pants pocket of the male. The female further stated that the phone was purchased by the male who was her former boyfriend. The couple had been engaged in a verbal disagreement that turned physical. The male was transported to Central Booking and charged with Assault 1st Degree.

01/11/19: Officer Routhier was securing a Church Street residence for a search warrant when he heard a loud commotion outside the residence. There were approximately 10 people engaged in a loud verbal altercation. Other officers arrived and attempted to separate the parties. Officer Routhier gave multiple orders to the group to stop yelling and leave the area. Officer Routhier was familiar with four of the females who continued to yell. Once again he warned the four females to stop yelling or they would be arrested. Two of the females took the argument to the public street. All four females were placed under arrest and three were charged with Fail to Obey, Disorderly Conduct and Mutual Affray. The fourth female was charged with Fail to Obey.

01/13/19: Officer K. Hill was dispatched to Forest Street for a reported burglary. The victim advised that some unknown person had broken into her residence when she was not there. She stated she was not home between 1/10/19 after 5 p.m. and before 11 p.m. on 1/13/19. It was discovered that the window had been broken and there was a piece of wood leaning up against the window. The officer was familiar with the victim since this was not the first time the house had been burglarized. The residence actually belongs to her deceased boyfriend and she was in the process of moving out. She advised that some of her jewelry along with her flat screen Samsung television were missing. She mentioned that she allows some individuals to stay at the residence since they were friends of her deceased boyfriend. These friends were known convicted felons in the Hagerstown area. When the officer questioned why she would permit felons to stay with her, she became defensive and would not answer any more questions. The investigation will continue.

RESS RELEASES

On 01/11/19 at 4:52 p.m., officers responded to M&T Bank located at 32 North Potomac Street for a report of a robbery. Upon arrival, officers were advised that a black male entered the bank and demanded money. The suspect did not display a weapon but made mention of having one. The male suspect fled the area on foot with an undisclosed amount of U.S. Currency. He was last seen running east. A K-9 track was conducted but a suspect was not located. No one was injured during the incident. He is described as a black male, possibly in his 20's, with dreads wearing a burgundy jacket with a grey hood. HPD is seeking the public's assistance in identifying the suspect. If you have any information or may have witnessed this incident please contact Detective Dietz at 301-790-3700x253.

On 01/15/19 at 7:55 p.m., officers responded to Meritus Medical Center for a report of a 20 year old male who arrived to the Emergency Room with a gunshot wound to the face. He was later transported to R. Adams Cowley Shock Trauma and remains in stable condition. Through investigation officers were able to determine the shooting took place inside 155 Summer Street. When officers arrived to the residence to secure the scene, they found several individuals inside the residence and one who fled on foot. One individual, 30 year old Michael Anthony Degarmo of Hagerstown, was taken into custody without incident. Another subject, 21 year old Ramon Leon Breland of Hagerstown, was also arrested in connection to the incident. Officers were advised that an argument started inside the residence over drugs and money. The argument turned physical and eventually resulted in the victim being shot. A search and seizure warrant was conducted on the residence and officers located three handguns.

Michael Anthony Degarmo was transported to the Washington County Detention Center and is charged with 1st & 2nd Degree Attempted Murder, 1st & 2nd Degree Assault, Reckless Endangerment and various firearm violations. He was also arrested on an outstanding bench warrant. Ramon Leon Breland was transported to the Washington County Detention Center and is charged with Robbery, Armed Robbery, 1st Degree Assault and Reckless Endangerment. Both Degarmo and Breland are being held at the Detention Center in lieu of seeing a commissioner. The investigation is on-going.

OTHER NEWS/INFORMATION

Police Academy News. The Hagerstown Police Department will be sending four new recruits to the Frederick Police Academy in Frederick, Maryland. Ryan Booher, Ehab Mazloum, David Smith and Cody Swope will begin the Academy on Tuesday, January 22, 2019. The Academy will be in session for approximately eight months. Graduation is scheduled for August 30, 2019.

The recruits will undergo more than 1,200 hours of training in myriad topics, including police ethics, mental health, cultural diversity, communication skills, defensive tactics, search and seizure, criminal law/investigations, first aid, emergency-vehicle operations and firearms. We wish them much success as they enter the Academy and pursue a career in law enforcement.

PUBLIC WORKS

CHART NO. 1 – GENERAL PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	189	189
	University District Deck	376	377
Number of Patrons Using Decks	A & E Deck	1499	999
	University District Deck	1531	940
Number of Citations Issued	(Includes Warnings)	262	252
Number of Cars Booted		0	0
Late Payment Notifications		76	51
Peak Occupancy (%)	A & E Deck	73%	85%
		Fri @ Noon	Thur @ Noon
Peak Occupancy (%)	University District Deck	56%	68%
		Tue @ 2 PM	Thur @ Noon

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

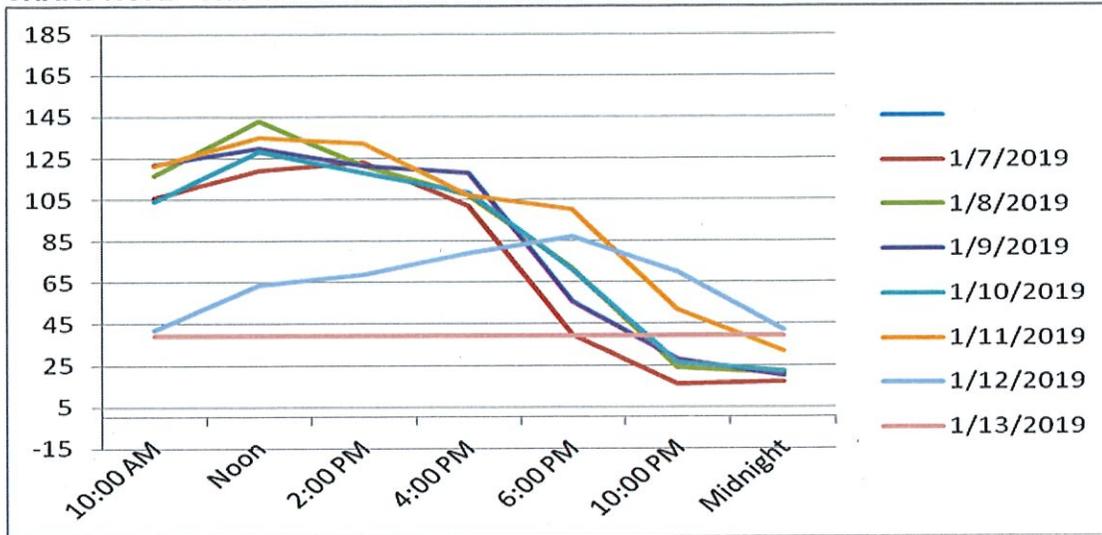
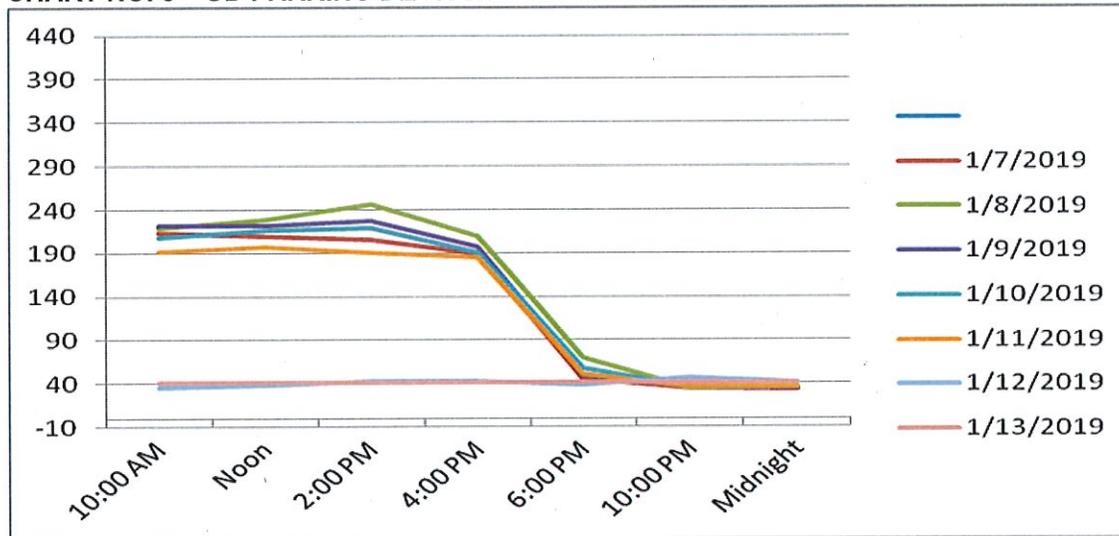


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	2	1
Fire	1	0
Human Resources	0	0
Light	1	1
Parks & Engineering	0	1
Police	9	6
Public Works	5	2
Wastewater	1	1
Water	6	4
Weekly Totals	25	16
Yearly Total	41	

AFTER HOUR CALL BACKS. No call backs were recorded for this week. However, the second major winter storm arrived on Saturday, January 12th. Around 4:30 PM, light snow began to fall as forecasted. Snow continued through the evening and morning hours dropping around 4 inches of snow. The forecast changed several times extending the storm from ending Sunday morning to ending at midnight Sunday. Another 2 to 3 inches of snow fell starting late afternoon Sunday. Crews wrapped up the snow operations by 1:30 AM Monday morning.

CHRISTMAS TREE COLLECTION. The bulk of the Christmas tree collection occurred between January 2nd and 8th. Calls continue to come in and those trees were collected. Staff will continue to collect the trees as requested.

TECHNOLOGY & SUPPORT SERVICES

COMMUNICATIONS DIVISION

This Week's Headlines & Media Releases:

- Hagerstown Plans Improvements to Medal of Honor Triangle
- Momentum Building for Paid Firefighters in Washington County
- Barbara Ingram Choir to Perform at Gubernatorial Inauguration
- Washington County Economic Development Coalition Still Working on Transition
- Main Street Hagerstown Wants to Establish a New Program to Help Beautify Downtown
- Maryland Governor Larry Hogan Sworn in to Second Term
- Press Release: 2019 Augustoberfest Dates & Logo
- Traffic Advisory: South Potomac Street
- Press Release: Hub City 100-Miler Kick-Off Event

This Week's Video Projects:

- Mayor & City Council Work Session
- "Open For Business" :30 Spot final editing
- "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 7,902 user visits for the week of January 7-13

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

• Home Page	1,752
• Utility Billing Page	702
• Hub City 100-Miler Page	684
• Police Page	219
• Jobs Page	169
• Firefighters Page	104
• Parks & Recreation Page	87
• Bids Page	73
• Christmas Tree Collection Page	63
• Dine Downtown Page	62

- Top Searches:

- "True"
- "Christmas Tree collection"
- "Jobs"
- "Water bill"
- "Online billing payment"

UTILITIES

ELECTRIC DIVISION

Service Calls:

- Fri. 1/11 - 55 East Franklin Street- total outage; customer's main breaker was found to have tripped. Time Out: 17.8-18.8
- Sat. 1/12 - 300 Northern Avenue- partial outage; squirrel caused transformer fuse to operate. Time Out: 9.9-11.3

Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- The Staff Engineer and Electric Operations Manager finalized specifications for substation class voltage regulators and submitted a bid to finance for advertisement.
- HLD engineering staff submitted multiple jobs to Distribution for construction.
- Engineering staff supported HLD construction activities for the Urban Improvement Project.
- The Staff Engineer redesigned a previously installed electric service due to changes received from the Project designers.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, January 9, 2019	10.85	0.00
Thursday, January 10, 2019	10.39	0.00
Friday, January 11, 2019	9.64	0.00
Saturday, January 12, 2019	9.23	0.00
Sunday, January 13, 2019	9.35	0.22
Monday, January 14, 2019	9.50	0.09
Tuesday, January 15, 2019	9.17	0.00
Weekly – Avg. Flow / Total Rainfall	9.73	0.31
Jan – Avg. Flow/Total Rainfall	11.32	0.86

Miscellaneous

- Replaced defective solenoids on #1 Pista Grit Unit.
- Replaced 6" check valve on high pressure utility water pump.
- Pulled Oxygen Injection pump and removed obstruction from pump intake.
- Cleaned and calibrated the ChemScan Unit.
- Snow removal.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	3,16	609'	38'	2
Flushing	12	1,433'		

Collection System Maintenance Task

- Worked on New Scada Communication Cables for Pump Stations.
- General pump shop repair work.
- Unit #527; preventative maintenance and replaced both batteries.
- Unit #528; picked up from MIT, repairs complete.
- Pump Station 2; installed new block heater on gen set.
- Pump Station 9; performed preventative maintenance on portable bypass pumps.
- Grinder Pump call; 478 Fair Meadows Boulevard, reset pump.
- Grinder Pump call; 20002 Mt Aetna Road, reset pump.
- Grinder Pump call; 20116 Teakwood Drive, reset pump.
- Sewer Backup; 1217 Sherman Avenue, problem on the private side.
- Excavated and repaired lateral at 12914 Terrace Extended.
- Dropped enzyme bags at various lift stations and trouble spots in the system.
- Moved flow meter from MH 04101 to MH 04100.

Administration

Wastewater Division – Customer Call Log Summary 2018/2019							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	0	3	0	0	0	4	7
YTD 2019	2	5	0	0	0	4	11

* 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.
- Staff attended a Plan Review Committee meeting at City Planning.

Laboratory

- Continued cross-training lab personnel on Lachat operation.
- Discussed Volvo's forecasted decrease in wastewater flow with County Pretreatment Manager.
- Completed monthly deionized water check.
- Met with MDE inspector for annual wastewater plant inspection.

- Prepared reagents for Lachat operation.
- Process and regulatory testing was routine for the week.

WATER DIVISION

Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
01/10/19	9.23		9.23
01/11/19	9.36		9.36
01/12/19	9.37		9.37
01/13/19	9.25		9.25
01/14/19	9.70		9.70
01/15/19	10.02		10.02
01/16/19	9.58		9.58
Average			9.50

Water Production at R. C. Willson

- R.C. Willson – Repaired the Sulfuric Acid pump controller.
- R.C. Willson – Repaired the heater in the valve room.
- 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 2.9 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.
- Collected composite sample from lagoon discharge.
- Reported lagoon discharge data for the month of December to Water Production Superintendent.
- Reported distribution system and point-of-entry water quality parameters for 2018 to MDE in compliance with the lead and copper rule.
- Collected samples for UCMR 4.
- 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	8	2
Replat	-	-

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

- Staff attended a Plan Review Committee meeting at City Planning.
- Staff met with a consultant regarding final approval of a commercial redevelopment site plan.



Respectfully submitted,

Michael Spiker
Interim City Administrator