

CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 4 FOR 2019



January 25, 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: The Bowman Hospitality Grand Opening took place on Tuesday, January 22, 2019. Mayor Bruchey attended the ribbon cutting which celebrated the merger of Bulls & Bears, 28 South, and the Schindel-Rohrer Ballroom, now all under the management of Jay Zuspan.

Events: Staff coordinated logistics meetings for upcoming events including St. Patrick's Day Run Fest and Imagine Hagerstown.

City Farmers Market: Stop by *Sweet Times at the Market* on February 9th from 6 a.m. to 12 p.m. The vendors are planning some unique gifts for your Valentine. Specials include:

- CINNAMOMMY - Strawberry Cheesecake Flavor Cinnamon Rolls
- Stop Buy 'N See - Pickled Eggs and Heart-Shaped Cakes
- Crystal's Exotic Candles & Gifts - Buy One, Get Half Off the Second
- Mothers and Daughters Crafts - Gift baskets with candy, wine glasses, and a stuffed animal.
- Jeff and Debi's Grill at City Market - Red Velvet Pancakes
- Cub Scout Pack 103 - new stick flavors.
- Buttercreme Bakery - miniature heart-shaped cakes.
- Buzz Worthy Apiary - gift bags with honey and beeswax products.
- Hess' Homemade - 14% off ANYTHING at their stand + free knitted giveaway with every purchase.
- My Wood Shop - 10% off chair caning; free bottle of butcher block oil with every purchase of a butcher block or cutting board (while supplies last).
- Visit other market vendors with unique merchandise.

FIRE DEPARTMENT

FIRE DEPARTMENT CALLS FOR ASSISTANCE			
Cooking Fires	2	Community Risk Reduction	27
Building Fires	0	Public Service	2
Medical Assistance	32	Personal Injury Collision	10
Assist other Fire Departments	8	Fuel/Hazard Spills	1
Auto. Fire Alarms/Smoke Alarm Activation	12	Gas Leaks	3
Smoke/Odor Removal	2	Electrical Hazard	1
Water/Steam Leak	1	Dumpster/Outside Fires	2

PARKS & ENGINEERING

ENGINEERING DIVISION

1. **Board of Traffic & Parking discussion included:**
 - Alley 4-45A: Held discussion with property owners and tenants and think we have a plan that could be workable for everyone to allow making this a pedestrian alley.
 - Belview Avenue at Irvin Avenue: Completed Multi-stop warrant analysis and found that this intersection does not meet any warrants to be converted to 4-way stop. We will seek others options to slow traffic
 - Fridinger Avenue: Request to make one-way with parking on both sides was withdrawn since Planning will send letters to property owners to ask them to use their off-street parking.
2. **Bids.** Advertised contract to replace carpet in Stadium clubhouse locker room.

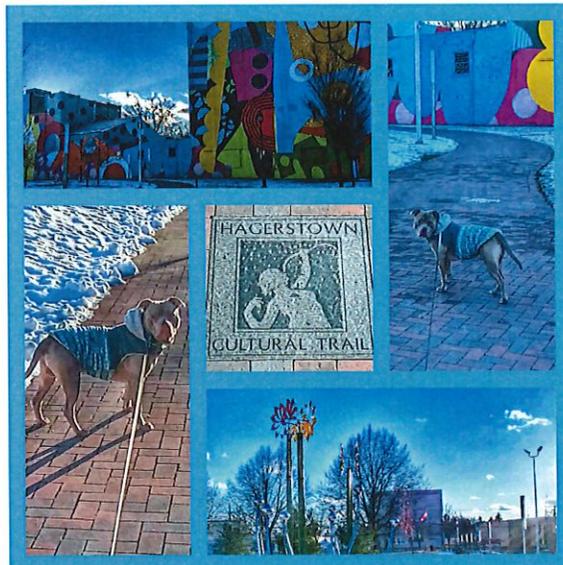
3. **Traffic Complaint.** Completed traffic counts at Memorial Boulevard/Maryland Avenue/Reynolds Avenue to review options to prevent cut-thru traffic in the adjacent private property.
4. **Engineering Statistics**

TRAFFIC ISSUES		
Description	Week of 1/20/19	Calendar Year 2019 TOTALS
Traffic complaints received	8	18
Work Orders completed	5	10
Traffic counts completed	3	6
CONSTRUCTION PROJECTS		
Description	Week of 1/20/19	Calendar Year 2019 TOTALS
Projects advertised for bids	0	0
RFP's Advertised	1	1
Projects under construction	9	9
Projects completed	0	

PARKS DIVISION

1. **Hager House Exhibit Planning Retreat.** On Friday, January 25th, staff will attend an all day workshop at the Hager House to develop recommendations for improved visitor experiences through exhibit rehabilitation and/or new multi-media exhibit development. The workshop will be facilitated by David Guiney, Interpretive Direction LLC, Visitor experience planning and interpretive media for heritage sites.
2. **2019 Hub City 100 Miler.** So far 1,250 have registered for the 6th Annual Hub City 100 Miler program. Registration will remain open through January 31st, and City Employees are sponsored by the City's wellness program! City employees may register at: https://apm.activecommunities.com/hagerstownparksandrec/Activity_Search/3234.

Below is a photo received from one of our 100 Milers enjoying the Cultural Trail with his dog.



3. **2019 Event and Program Planning.** Staff is finalizing event dates and planning for 2019. New this year includes a partnership with Bester Community of Hope to host an event Potterfield Pool and expand City Park Fall Fest. A new partnership has been formed with the Monarch Alliance and Discovery Center to develop a Butterfly Parade along the Cultural Trail.
4. **City Park.** We are in the process of updating the lights and fixtures in the City Park restrooms near the Band Shell. Work also continues on the new dog walking path.

PLANNING & CODE ADMINISTRATION

Planning Commission: The Planning Commission is scheduled to review these matters on January 30:

- PenMar Regional Association of Realtors – Input on Proposed Temporary Sign Changes to the Land Management Code.
- Bylaws Review.
- Land Management Code Amendments.

Weekly Activity Report: January 14–18, 2019

PERMITS								
TYPE	NUMBER OF NEW APPLICATIONS							NUMBER ISSUED
Building	6	Residential -	4	Commercial -	0	Other -	2	9
Electric	10	Residential -	2	Commercial -	6	Other -	2	10
Plumbing	8	Residential -	6	Commercial -	1	Other -	1	8
Mechanical	3	Residential -	1	Commercial -	1	Other -	1	3
Engineering Dept.	3							3
TOTAL	30		13		8		6	33
Est. Value of Issued Building Permit Projects:					FY19 Fiscal Year Totals:			
Residential				\$ 8,100.00				\$ 4,391,978.00
Commercial				\$ 139,500.00				\$ 23,139,956.00
Apartment				\$ 0.00				\$ 1,867,149.00
Sign				\$ 14,375.00				\$ 104,578.00
TOTAL				\$ 161,975.00				\$ 29,503,661.00
Projects of Interest								
- Phase 2: Demolition of existing floor slab, door frames, doors, etc. - \$125,000								
RENTAL LICENSING PROGRAM YEAR: JULY 1, 2018 – JUNE 30, 2019								
						PROPERTIES		UNITS
Registrations received week of Jan. 14 – Jan. 18						3		3
New applications issued week of Jan. 14 – Jan. 18						5		5
Total 2018-2019 registered (includes additions and subtractions since 5/2/18)						3,595		9,200
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 5/2/18.								
PAYMENT								
Weekly payment received		\$ 250						
Weekly adjustment/credits		\$ 375						
INSPECTIONS								
TYPE	NUMBER CONDUCTED							
Building	29							
Electrical	29							
Plumbing	21							
Mechanical	16							
Safety	26							
Neighborhood Vitality	26							
Quality of Life	1							
Preventive Maintenance	15							
Planning & Zoning	2							

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:	1,193	Field Interviews:	21
Arrests/Warrants Served:	19	Moving Violations:	38
Domestic Violence Calls:	25	Safety Repair Orders:	4
DUI Arrests:	1	Warnings:	77
Reports Filed:	137		

REPORTS

01/17/19: Officer Koontz responded to West Church Street for a burglary in progress. The victim advised that a male forced his way into her apartment. The victim stated that she heard glass breaking from her living room area. She went to the living room to find a male had entered her residence through the broken living room window. The male appeared startled when he found the residence to be occupied and he immediately fled the apartment. He is described as a black male, approximately 6' 1" tall and 180 pounds. He had a small mustache and acne on his face. There were no witnesses to the incident and there is no further information at this time.

01/17/19: Officer Brady was dispatched to Potomac Avenue for a reported burglary. The victim stated he returned to his residence to find the front door unlocked. He was certain the door had been secured before leaving for work around 12 p.m. The victim noticed that items were out of place on the dining room table and his television was missing from his bedroom. He also discovered the jar where he would toss his change was now empty. There are no suspects at this time and no further information is available.

01/18/19: Officer Campbell made contact with a victim that came to Police Headquarters to report the theft of two bicycles from her front porch. These bicycles belonged to her grandsons and were secured to the porch. The victim has surveillance cameras fixed to her residence which captured the theft taking place. The cameras clearly show three juvenile males on the porch and two of the juveniles riding off with a bike. The value of the two bicycles is approximately \$400. The officer will attempt to identify the juvenile males using the camera footage. No further details are available at this time.

01/19/19: Officer Moczydlowsky was dispatched to Friendly's Bar on West Franklin Street for a reported overdose. CRS had already arrived to the scene and had administered naran to the individual. The male was then transported to Meritus Medical Center for further treatment. CRS advised Officer Moczydlowsky that they found the victim unconscious inside a red Pontiac Grand Am which was parked in the parking lot of the Friendly's Bar. The victim stated the last thing he remembered was walking to his car to snort heroin and then he woke up in an ambulance. This case is being forwarded to the Narcotic Task Force and Agent Rutkowski will be handling the case.

01/22/19: Officer Todaro responded to South Mulberry Street for a reported disturbance. The victim was seated on the front porch when the officer arrived. The victim, who was visibly shaken, advised the officer that her boyfriend of three years had assaulted her and threw her from the residence. The officer attempted to make contact with the suspect but he would not open the door. After numerous attempts to make contact with the suspect, the duty sergeant granted permission to force entry the apartment. The apartment was in disarray and broken glass was evident in the living room. The suspect was transported to Central Booning and charged with Assault 2nd Degree. It should be noted it was discovered the suspect also had an outstanding warrant out of Frederick County Sheriff's Office. The warrant was served.

PRESS RELEASES

On 01/17/19 at 9:56 p.m., officers responded to the area of 1075 D Sherman Avenue for a report of an assault in progress. Upon arrival officers located a 21 year old Williamsport man suffering from a stab wound to the chest. The victim was transported to Meritus Medical Center where he remains in critical condition. Upon investigation officers were advised that the victim was stabbed by 29 year old Lyndsey Earlene Itnyre of Williamsport, Maryland. It was learned the victim and Itnyre engaged in a verbal argument that turned physical and ended with Itnyre brandishing a knife and stabbing the victim in the chest. Lyndsey Earlene Itnyre was located at her residence and was taken into custody without incident. Itnyre was transported to The Washington County Detention Center and is charged with the following: 2nd Degree Attempted Murder, 1st and 2nd Degree Assault and Reckless Endangerment.

OTHER NEWS/INFORMATION

Congratulations to Officer Hunter McKinley and Officer Jason Batistig. Officer Hunter McKinley and Officer Jason Batistig have been selected as Officers of the Month for December 2018. Officer McKinley has been employed by the City of Hagerstown for approximately 2 years, and Officer Batistig has been employed for 21 years. Both are assigned to the Patrol Division.

In December 2018, Officer McKinley observed a vehicle matching the description of a suspect vehicle involved in a bank robbery which had just occurred in Pennsylvania. As Officer McKinley began to follow the vehicle, the driver quickly pulled over into a parking space. The driver then exited the vehicle and fled on foot with Officer McKinley in pursuit.

Officer Batistig and other officers arrived in the area shortly after Officer McKinley started chasing the suspect on foot. Officer Batistig observed a male running in an alley who matched the suspect's description. Officer Batistig began to chase the male on foot and eventually got close enough to deploy his Taser which caused the male to fall to the ground. After a brief scuffle, the male was taken into custody.

Because of Officer McKinley's keen observation skills in locating the vehicle and Officer Batistig's instrumental efforts in taking the male into custody, Officer Hunter McKinley and Officer Jason Batistig have been selected as the Hagerstown Police Department Officers of the Month for December 2018. The Hagerstown Police Department is proud to have dedicated officers such as Officer McKinley and Officer Batistig as some of its own and congratulates them 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	191	189
	University District Deck	377	376
Number of Patrons Using Decks	A & E Deck	1394	1499
	University District Deck	1622	1531
Number of Citations Issued	(Includes Warnings)	63	262
Number of Cars Booted		0	0
Late Payment Notifications		63	76
Peak Occupancy (%)	A & E Deck	72%	73%
		Tue @ 10 AM	Fri @ Noon
Peak Occupancy (%)	University District Deck	56%	56%
		Tue @ 10 AM	Tue @ 2 PM

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

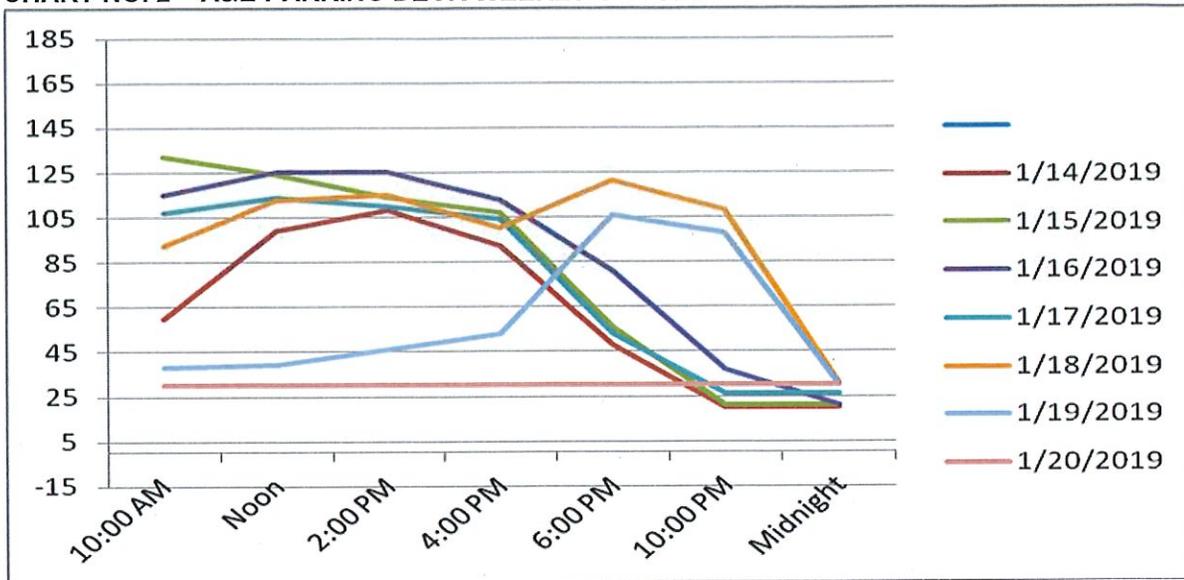
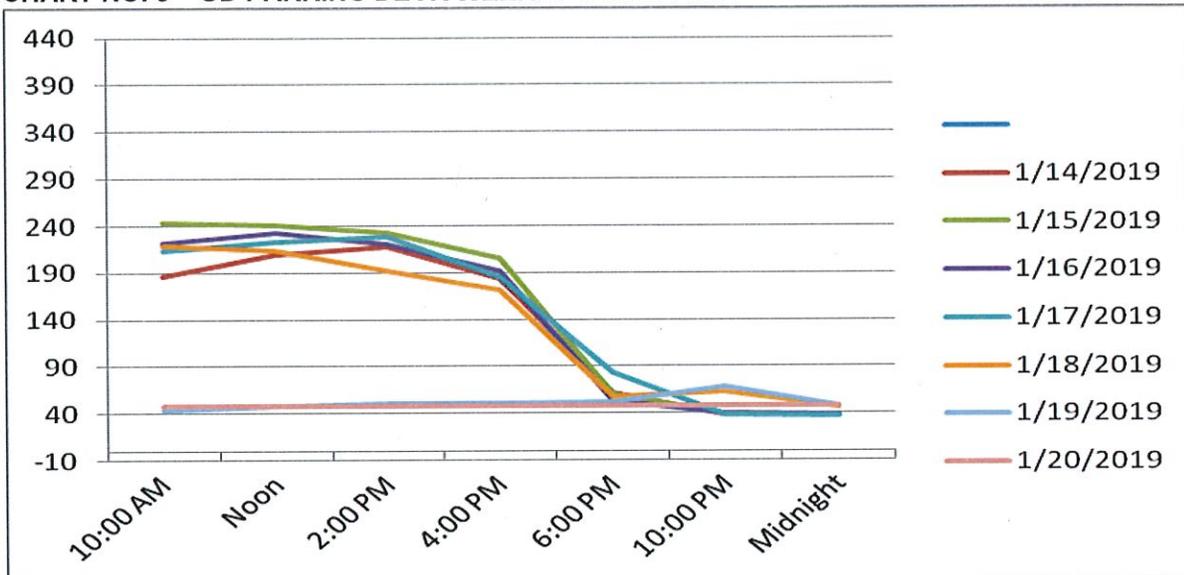


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	2
Fire	0	1
Human Resources	0	0
Light	1	1
Parks & Engineering	0	0
Police	10	9
Public Works	3	5
Wastewater	2	1
Water	4	6
Weekly Totals	20	25
Yearly Total	61	

AFTER HOUR CALL BACKS

- 1/20/2019 @ 3:30 p.m.: Signal on flash at Salem Avenue and Burhans Boulevard. Staff responded finding a technical issue and placing the intersection back into operation.

- 1/20/2019 @ 4 p.m.: Emergency Services stated that the Baltimore Street hill at Prospect Street was icy and an accident had occurred. The very steep hill made it difficult to salt and therefore the street was closed at Prospect Street.
- 1/20/2019 @ 5:30 p.m.: Mitchell Avenue underpass was reported to be ice covered. A truck was dispatched to salt the street.
- 1/20/2019 @ 7:50 p.m.: Icy road conditions reported at South Potomac Street and Baltimore Street. A truck was dispatched to salt the street.
- 1/20/2019 @ 11:45 p.m.: The traffic signal again went into flash at Salem Avenue and Burhans Boulevard. Staff responded once more to make other repairs and return the signal to normal operations.

SNOW/ICE/RAIN STORM. A winter storm hit late Saturday afternoon. The storm began as mix precipitation, turning to all snow and eventually to all rain. Snow fell for the first two hours of the storm dropping 2-4" of snow. The rains created slushy streets that were easily pushed off. The forecast was for single digit temperatures on Sunday so the water/slush had to be removed before turning to ice. A second crew was brought in Sunday the 20th to clear the sidewalks before they, too, froze into ice.

TECHNOLOGY & SUPPORT SERVICES

COMMUNICATIONS DIVISION

This Week's Headlines & Media Releases:

- Means Out as Hagerstown City Administrator
- Decision to Replace Means as City Administrator Was Not Unanimous
- Washington County Tables Decision on Hagerstown Annexation
- A Community in Step – Hagerstown Launches 100 Miler
- Former City Councilman Ira Kauffman Had Many Facets
- Antietam, WDVM Remain at Stalemate
- Hagerstown Makes Spiker's Appointment as Interim Administrator Official
- Reach, Hagerstown Creating Job Opportunities for the Homeless
- Press Release: City Administrator's Contract Not Renewe
- Press Release: City Names New Director of Utilities

This Week's Video Projects:

- Mayor & City Council Work Session
- "This Little Light of Mine" Mural Video
- "Rivulet" Sculpture Video
- Documentation of Hub City 100 Miler (Video Shoot)
- "State of the City" Video Discussion

Channel 25 Hub City Now Programming:

- "See Something, Send Something" App Video
- "Open For Business" Video
- "Council WRap" Segment
- The Fit Room :30 Spot
- Mayor & City Council Meeting—Thursday at 7pm, Saturday at 9am, and Sunday at 9am & 3pm
- MTA Commuter Connection

City Website:

- www.hagerstownmd.org attracted 8,738 user visits for the week of January 14-20
- The most popular top entrances (the first page users accessed on the website):
 - Home Page 1,915
 - Hub City 100-Miler Page 789
 - Utility Billing Page 708
 - Police Page 237
 - Jobs Page 196
 - Collection Zones-Schedules Page 132
 - Parks & Recreation Page 128
 - Firefighters Page 100
 - Formcenter Page 79
 - Bids Page 75
- Top Searches:
 - "True"
 - "Jobs"
 - "Job openings"
 - "Online billing payment"
 - "Pay bill"

UTILITIES

ELECTRIC DIVISION

Service Calls:

- Fri. 1/18
 - 918 West Franklin Street- pole damaged; vehicle struck street light pole #88 in accident. Time Out: 1.7-3.2
 - 34 Madison Avenue- reconnection of service at the pole for Commercial office. Time Out: 16.5-17.5
- Sun. 1/20
 - Baltimore Street and South Prospect Street- pole damaged; HLD facilities were undamaged. Time Out: 16.0-17.0
- Mon. 1/21
 - 218 Summit Avenue- total outage; bird caused transformer fuse to operate. Time Out: 10.3-11.6
 - 1042 Brinker Drive #302- total outage; the customer's main breaker was tripped. Time Out: 12.5-13.3
- Tues. 1/22
 - 159 West Washington Street- Miss Utility locate; emergency locate for Columbia Gas to make repairs. Time Out: 18.7-19.4

Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- HLD engineering staff submitted multiple construction sketches for Distribution.
- Engineering staff supported HLD construction activities for the Urban Improvement Project.
- HLD engineering staff investigated and evaluated a voltage complaint to determine if HLD facilities were the root cause.
- HLD engineering staff evaluated questionable poles found during the Feeder Inspection Program and created jobs for replacement for the poles found to be defective.

Administration

- The Hagerstown Light Department Staff would like to congratulate both Mike Spiker and Nancy Hausrath in their new roles. Thanks to successional planning, the quick transition was nearly seamless. Welcome, Nancy to your new reporting location.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, January 16, 2019	8.93	0.01
Thursday, January 17, 2019	8.86	0.00
Friday, January 18, 2019	8.65	0.03
Saturday, January 19, 2019	8.85	0.02
Sunday, January 20, 2019	16.56	0.00
Monday, January 21, 2019	13.11	0.00
Tuesday, January 22, 2019	11.69	0.00
Weekly – Avg. Flow / Total Rainfall	10.95	0.06
Jan – Avg. Flow/Total Rainfall	11.20	0.92

Miscellaneous

- Removed all (70) air lifts from the Parkson Sand Filters, cleaned screens, inspected and reinstalled.
- Repaired broken liquid level controller on cooling tower.
- Replaced electric motors on unit heaters in the polymer room.
- Calibrated LEL panels on OAB deck.
- Replaced solenoid valves and calibrated pressure switches on effluent pumps.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

Wastewater Collection

SSSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	9	213'	41'	3
Flushing	12	6,920'		

Collection System Maintenance Task

- Sewer back up, 201 West Howard Street, problem on the private side.
- Sewer back up, 351 East Antietam Street, problem on the private side.
- Grinder pump call, 11110 Eastwood Drive, reset smart switch
- Grinder pump call, 11010 Parkwood Drive, reset smart switch.
- Snow removal at the WWTP as well as from Frederick Street sidewalks.
- Assisted Public works with snow removal.
- Unit 594, repairs completed to bucket and teeth.
- Surveyed manholes in District #14.
- General Pump shop repair work.
- Dropped enzyme bags at various lift stations and trouble spots in the system.

Administration

Wastewater Division – Customer Call Log Summary 2018/2019							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	0	2	0	0	0	2	4
YTD 2019	2	7	0	0	0	6	15

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

Engineering

- Staff met with the Director of Utilities and other Utilities staff regarding details of the City Administrator and Utilities Director changes and facilitating a smooth transition.
- Staff met with a prospective auto maintenance business owner regarding water and sewer service for a Beaver Creek Road parcel.
- Collections pipeline rehabilitation is progressing with preliminary investigation of pipeline conditions in the Londontowne area.

Laboratory

- Continued cross-training lab personnel on Lachat operation.
- 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>
01/17/19	9.23		9.23
01/18/19	9.36		9.36
01/19/19	9.37		9.37
01/20/19	9.25		9.25
01/21/19	9.70		9.70
01/22/19	10.02		10.02
01/23/19	9.58		9.58
Average			9.50

Water Production at R. C. Willson

- R.C. Willson – Repaired the backwash filter on blower #1.
- R.C. Willson – Repaired the actuator screen chamber.
- 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 13.6 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

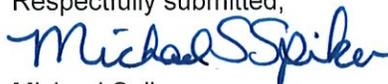
- Cross-training continues with lab personnel on the Lachat operation.
- Collected composite sample from lagoon discharge.
- Process and regulatory testing was routine for the week.

Engineering

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

- Staff met with the Director of Utilities and other Utilities staff regarding details of the City Administrator and Utilities Director changes and facilitating a smooth transition.
- Staff met with a fire protection company representative to discuss fire service alternatives and flow testing for two commercial developments.
- Staff met with a prospective auto maintenance business owner regarding water and sewer service for a Beaver Creek Road parcel.



Respectfully submitted,

 Michael Spiker
 Interim City Administrator