



City of Hagerstown, Maryland Status & Information Report No. 19 for 2012

May 11, 2012

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

MAY 2012						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 3pm Joint Meeting wCounty Commissioners 4pm Work Session	2	3	4	5
6	7	8 4pm Work Session 7pm Budget Hearing	9	10 8am- 2pm Maymart @ Public Square	11	12
13	14	15 4pm Work Session	16	17	18	19
20	21	22 7pm Regular Session	23	24	25	26
27	28	29 T.B.D.	30	31 5pm Western MD Blues Fest @ University Plaza		

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

BUSINESS & COMMUNITY RELATIONS DIVISION

1. **Grand Openings:** Our next grand openings will be on May 22. The Supreme Buffet will be at 11AM and the Hagerstown Children's Theater/Walking Performing Arts at 6PM.
2. **A&E District - Beauty and the Beast** - Barbara Ingram presented Beauty and the Beast at the Maryland Theatre over the last two weekends and over 6,000 were in attendance.
3. **Maymart:** Maymart was held on Thursday, May 10 from 8 a.m. to 2 p.m. Vendors were on the Square as well as other activities including entertainment. It was a successful event.
4. **Taste of the Arts:** Twelve sites are lined up for the Taste of the Arts Event which will be held on May 17 from 5 p.m. to 8 p.m. in City Center. Proceeds will benefit the Washington County Arts Council, the Barbara Ingram School for the Arts and the Maryland Theatre. Tickets are on sale at the Maryland Theatre.
5. **Western Maryland Blues Fest:** Western Maryland Blues Fest will be held on May 31, June 1, 2 and 3. Staff is working on all aspects of the event. The program for the event will go to print on May 10th.

6. **Tour of Washington County/Bike Night:** Two events will be going to Mayor and City Council for formal street closure approval. One is the Tour of Washington County on June 15, and the other Bike Night on July 6. The wheels are turning in Hagerstown.
7. **FUNDRAISING:**
 - The Western Maryland Blues Fest has now raised over \$80,000 to date.
 - A fundraising campaign for the 150th First Call Weekend being held at the City Park on June 16 and 17 has begun. We are looking for funds for a water tank and for the SS Hunley exhibit.
8. **CITY MARKET:** May 12th – Celebrating Mother's at the Market – 150 mini-flower arrangements are being given to Mothers' beginning 8 a.m. and one lucky Mom will receive a free basketful of goodies.
9. **Some of this Week's Headlines and Media Releases:**
 - "Ride With the Candidates" on Saturday
 - Stimulate Your Senses With a Taste of the Arts!
 - Alley Will Be Named in Honor of Lou Scally
 - Hagerstown Celebrates National Bike Month
 - Traffic Advisory: East Antietam Street
 - Celebrate Spring With Maymart in City Center!
10. **E-casts:**
 - Offer Specials and Coupons at City Center Events!
11. **Hub City on 6:**
 - Watch the Ripken Design presentation to Mayor and Council Mondays and Wednesdays at 7:00 p.m. and Saturdays at noon.
 - Watch Citizens Comments about the multi-use center from the April 24th meeting on Sundays, Tuesdays and Thursdays at 6:00 p.m.
 - Watch the City Newsroom at the top of every hour. This week's news stories include:
 - Get Your Passports for a Taste of the Arts!
 - Preview of the 17th Annual Western Maryland Blues Fest
 - City Engineer: City Can Handle Parking and Traffic for Multi-Use Center
 - Comptroller Throws Support Behind Multi-Use Facility Project
 - Tips From Patrol: Officer Mikash
 - In production:
 - Golf Course Clubhouse Grand Re-Opening
 - Boy Scout Camporee at City Park
12. **WEBSITES**
 - The updated City website continues to receive positive feedback from both citizens and staff members. Check out all the changes at www.hagerstownmd.org.
 - The results of Ripken Design's Financial Feasibility Study are available on the City website, including an executive summary and a full report as well as the PowerPoint presentation that was made at the joint session on April 17th. The same links can also be found on the Hagerstown Advance site and www.supportdowntownhagerstown.com

- Western Maryland Blues Fest website is updated with performer bios, videos and ticket information - www.blues-fest.org
- A community group has created a website to support downtown initiatives and a multi-use center. City staff will be contributing government information on related topics – www.supportdowntownhagerstown.com

PLANNING & CODE ADMINISTRATION DIVISION

1. **Zoning Certificates Issued For New Businesses:**
 - 846 West Washington Street - C & R Yard Sale - retail sales of secondhand items
2. **Planning Commission:** The commission met on May 9 to consider the following items:
 - Site plan for Bester Elementary School Rebuild
 - Recommendation to Mayor and City Council on the proposed East First Street rezoning
 - Distribution of Public Review Draft of the Land Management Code
3. **Western Maryland Local Government Exchange:** Over 50 local government representatives attended the 2012 Western Maryland Local Government Exchange in Hagerstown on May 4th. Highlights of the day included Richard Griffin's presentation on the impact of the Carroll Creek project on Downtown Frederick and a dynamic panel on the impact on rural Maryland of the septic bill and the TMDL requirements for the Bay. Of note in Mr. Griffin's presentation was how long it took for the Carroll Creek public project to gestate and then the impact of the private sector investment that was generated by the public project. The septic bill session provided the best theater of the day. The panel included Senator Brinkley (an opponent of the septic bill who sat on the State task force for the bill), Dru Schmidt-Perkins from 1000 Friends of Maryland (who support/lead-the-charge on environment bills), Jim George from Maryland Department of the Environment (who had to develop the regulations behind the bill), and Shannon Moore from Frederick County's Sustainability and Environmental Resources Office (whose organization would have to implement the bill's requirements). A spirited exchange ensued between the panel members and the audience on this contentious topic. Alex Rohrbaugh served on the planning committee for this year's Exchange.
4. **Code Administration Weekly Activity Report:** Apr 30 – May 4, 2012

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	6	Residential -	5	Commercial -	1	Other -	0	10
Electrical	6	Residential -	3	Commercial -	3	Other -	0	7
Plumbing	16	Residential -	13	Commercial -	3	Other -	0	16
Mechanical	5	Residential -	4	Commercial -	1	Other -	0	5
Engineering Dept.	9							27
TOTAL	42		25		8		0	65
<u>Estimated Value of Weekly Issued Building Permit Projects:</u>					<u>Fiscal Year-To-Date Totals:</u>			
Residential	\$ 24,269.00				\$ 5,781,268.00			
Commercial	\$ 193,000.00				\$ 18,997,116.00			
Apartment	\$ 21,500.00				\$ 282,021.00			
Sign	\$ 0.00				\$ 364,565.00			
TOTAL	\$ 238,769.00				\$ 25,427,970.00			
Building permit(s) of interest issued this week:								
Tenant fit-out for medical office at 246 Eastern Boulevard - \$178,000								

RENTAL LICENSES		
NUMBER	FACILITIES	UNITS
Registrations Received	4	4
New Applications Issued	5	5
Total Registered Since 7/1/11	3151	8513
% of Those Invoiced	99.9	99.9
Notes: The 2011-2012 rental license renewals for 8355 units in 3053 facilities were mailed at the end of June 2011. This represents the percentage of those applications returned as of 5/4/12.		
PAYMENT		
Total Payments Received	\$ 200	
Adjustments	\$ 0	
INSPECTIONS		
TYPE	NUMBER CONDUCTED	
Building	41	
Electrical	50	
Plumbing	36	
Mechanical	12	
Safety	72	
Neighborhood Vitality	60	
Quality of Life	19	
Preventive Maintenance	4	
Notes: Please note that exterior inspections of properties registered in the rental licensing program are NOT included in this total. Exterior rental licensing inspections for this program year are completed.		
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 Example: Weeds, trash, debris, junk vehicles, deterioration of a structure.	
Quality of Life	Conditions which negatively impact occupants. Example: Damaged surfaces, damages elements, missing screens	
Preventive Maintenance	Conditions which are technical violations and need addressed to prevent deterioration. Example: Mortar deterioration, clogged gutters, minor rotting wood	

DEPARTMENT OF PARKS & ENGINEERING

1. **Recycling data is only getting better** The week of April 23rd, the participation rate was 43%. Last week it was 52%. We looked at the participation for the first two weeks together and were really impressed to see it was 61% (this would include those people that only put out one time in the two week period)! For various reasons, some people do not put their cart out every week. Recycling tonnages are also up....under the old "two bin" program they averaged under 20 tons per week. The week of April 23rd we collected 43 tons and last week it went higher to 50 tons.
2. **Eastern/Jefferson Traffic Signal** We constantly receive complaints about delays (in every direction) at this State-owned but City-maintained signal. This week we increased the cycle length from 90 seconds to 120 seconds to provide more green time. This will help but since the whole Eastern Boulevard corridor is tied to this signal, there will be more delay coming off the signalized side streets.
3. **APWA** Rodney was asked to be a presenter at the mid-Atlantic meeting of the American Public Works Association regarding our bicycle program and the efforts made by the City over the past three years. Apparently, other communities are asking about our program.

POLICE DEPARTMENT

1. STATS

Calls for Service:	1,807	CDS Arrest:	2
Criminal Arrest/Warrants:	21	DUI Arrests:	2
Moving Violations:	62	Search Warrants Executed:	0
Safety Repair Orders:	14	Field Interviews:	18
Warnings:	54	Parking Tickets:	25

2. REPORTS

- **05/05/12:** Officer T. Kelly was dispatched to the front lobby of the Hagerstown Police Department regarding the report of a theft from a motor vehicle in front of 230 Summit Avenue. The officer discovered the van's sliding door was ajar and the driver side and passenger side doors were both closed and unlocked. The victim was sure he locked the van when he parked it, but could not remember if he locked the rear sliding door. No reported damage. No further information is available at this time.

3. OTHER NEWS/INFORMATION:

- Officer Robert Van Dyke has been selected as the Officer of the Month for March 2012. Officer Van Dyke has been employed by the City of Hagerstown for just over six months and is currently assigned to the Uniform Patrol Division's Baker Platoon.

Officer Van Dyke was nominated for his alert, proactive policing prowess. On the evening of March 26, 2012, at 11:10 p.m., Officer Van Dyke initiated a traffic stop on a vehicle for not prominently displaying a front registration plate. As the vehicle parked, two occupants exited the vehicle and fled the scene. The driver and another passenger remained in the vehicle. Officer Van Dyke stayed with the vehicle and its remaining occupants. Officers later observed a loaded handgun and a ski mask in the vehicle. The handgun was eventually discovered to have been reported as stolen. One of the occupants that fled from the vehicle was later located and identified. Officer Van Dyke's actions may have prevented a more sinister crime from being committed involving the stolen handgun and the ski mask.

The Hagerstown Police Department is proud to have dedicated officers such as Officer Van Dyke as one of its own and congratulates him for a job well done.

PUBLIC WORKS

1. **Signal Timing Changes on Eastern Boulevard:** Traffic complaints continue to be heard regarding the drivers on Jefferson Boulevard (east and westbound) turning onto Eastern Boulevard. The majority of traffic flow time is given to Eastern Boulevard only allowing a minimal amount of time for traffic to move from Jefferson onto Eastern. Multiple changes to the signal times have been tried but continue to fall short of expectations. Engineering, Public Works, and consultant Sabra Wang, have implemented a new approach along the Eastern Boulevard corridor. Longer cycle times have been programmed along Eastern Boulevard giving drivers more travel time and increasing the wait time along the side streets including Jefferson. However, when the traffic moves off the side streets, they also receive more time to enter onto Eastern. These longer cycle times are longer than anywhere within the City so drivers may notice a difference. Preliminary results look very hopeful with these new traffic cycle times.
2. **Repairs to Clock in Square:** Repairs were made to the clock in the Square that is located near R. Bruce Carson Jewelers. Years of exposure to the weather has caused some seams to crack and parts of the decorative leafing to break. The broken pieces were welded onto the clock and the worst of the seams closed. The clock will be given a new coat of paint later this summer.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

1. **Problem Areas.** Recent call-outs included:
 - Fri. 5/4 - Various locations- (reconnections for non-payment). Time Out: 21.5-22.0
 - Sat. 5/5 - Various locations- (reconnections for non-payment). Time Out: 13.0-13.6
 - 420 Mechanic Street- pole damaged; lineman verified pole was secure for now with follow up repairs to be completed at a later date. Time Out: 18.2-18.4
 - Mon. 5/7 - 514 West Franklin Street- total outage; bird caused transformer fuse to operate; (1) 10T fuse replaced to correct problem and restore power. Time Out: 16.2-17.2
 - Tues. 5/8 - Various locations- (reconnections for non-payment). Time Out: 19.0-19.5
 - Wed. 5/9 - West Antietam Street (behind Verizon building) -pole damaged; guy pole was struck during police pursuit of a vehicle; Lineman found no damage to pole; however, a bulb from the street light was replaced. Time Out: 2.2-2.7

2. **Distribution** Recent activity included:
 - Metering Department received no high bill complaints this week.
 - Line crews have started annual feeder inspections for Wesel Substation.
 - Line crews continue trimming trees in various residential locations.
 - Line crews have been assisting the Engineering Department with re-vamping and other maintenance related to the Carroll Heights project.
 - Line crews performed various service upgrades and meter installations.
 - Continued with pole inspections and re-tagging throughout the City.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
8	0	3	0

3. **Engineering** Staff worked on the following projects:
 - The Staff Engineer performed updates to the HLD Safety Manual, and continued drafting the HLD Grounding Manual and Switching Guidelines for HLD operations.
 - As specified by Engineering staff, HLD crews began maintenance of pad-mounted facilities to allow access in times of emergency.
 - Engineering staff reviewed stockroom inventory levels and released bids for material replenishment.
 - Engineering staff reviewed jobs and proposals from firms doing electrical work within the City.
 - Staff performed additions and corrections in HLD's electric GIS model.
4. **Administration:**
 - City staff has elected to perform installation of all new hardware associated with the Two-Way VHF radio upgrade for FCC compliance. Where staff is comfortable with vehicle installations, we are unfamiliar with proper base antenna and cable installations on lattice structures and wood poles. HLD staff has volunteered to perform this installation. Engineering staff is

reviewing proper procedures for cable preparation, surge protection, and grounding. These procedures are similar to our underground cable preparation practices that lineworkers are familiar with.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, May 02, 2012	7.07	0.07
Thursday, May 03, 2012	6.98	0.21
Friday, May 04, 2012	6.96	0.00
Saturday, May 05, 2012	6.53	0.00
Sunday, May 06, 2012	6.62	0.00
Monday, May 07, 2012	6.66	0.00
Tuesday, May 08, 2012	6.94	0.24
Weekly Average/Total	6.82	0.52
Monthly Average/Total	6.87	0.78
Yearly Average/Total	7.43	9.17

Wastewater Treatment Plant

- The WWTP continues to operate within its permitted parameters. The facility's April 2012 Discharge Monitoring Report (DMR) has been completed and forwarded to EPA and MDE using the NetDMR on-line service. This is the 49th consecutive month without permit violation.
- AR&E started installing replacement mechanical seal on the # 2 OPS Return Activated Sludge pump (RAS).
- AR&E installed new Variable Frequency Drive on the # 3 Nitrified Recycle pump motor.
- Maintenance replaced the motor on the Effluent sample pump.
- May 3, 2012 the Activated Sludge Pump Station Return Activated Sludge pump # 1 Variable Frequency Drive failed, AR&E is already working on a quote of a replacement.
- Fidelity representative was on site to perform preventive maintenance of the Headworks Backup Generator.
- AC&T was into top off fuel for both emergency generators, in the WWTP, there will be a second trip required due to the amount of fuel needed.
- There have been two issues with the contractor working at the MELP 54" lining project, some of the concrete forms were dropped into the main, both were stopped by the plant bar screen, neither incident caused any permanent damage. The general contractor has been notified.

Wastewater Collection System

Activity	Districts	L. F. main	Feet of lateral	# Inspected
CCTV Inspection	5	1,109	124	16
Flushing	1, 2,33	3,917		
Point of Repairs		# of Repairs	Reason	L.F. of Repairs
Lateral Only	5	1	Roots	6
Main & Lateral	5	1	Hole in pipe, cracked	11

Collection System Maintenance Task

Pump Station

- Exercised emergency generators.
- Pump Failure at station #1 on pump # 1, also replaced broken I hook.
- SCADA Control work being updated at stations # 8 and # 19.
- Cleaned raw sewage seal filters at stations # 6 and # 8.
- Dropped Bio-Bags throughout infrastructure to control FOG. (Fats, Oil & Grease)

Grinder

- Replaced grinder at 1504 Kensington Drive and 20001 Box Wood
- Pulled the pump # 284 from 1539 Kensington Drive and replaced it with pump # 340.

Miscellaneous

- Cleaning grit from 54-inch main interceptor at MELP building, this will allow the general contractor install the plug for the bypass pumping.
- Posted residential area near 84 Dewey Avenue for main and service connection repairs.
- Picked up 526, 512 and 528 from CMG for B maintenance.
- Took unit 527 to CMG for oil leak repair and unit 599 for DOT inspection.
- Downloaded flow data a Newgate and Meritus.

Administration

Wastewater Division – Customer Call Log Summary 2012							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	2	4	0	0	0	1	7
YTD	25	22	8	5	2	29	91

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

- Staff attended Mayor & Council work session to review Utility Division budgets for FY 13.
- MELP – 54" lining project is on schedule, bypass pumping has been installed and some of the pip has been cleaned by City staff, lining is scheduled to begin Thursday May 31, if the liner is delivered by May 30, if the delivery is delayed installation will begin the week of June 4th.

Engineering

- Staff attended a Local Emergency Planning Committee (LEPC) meeting at the Washington County Sherriff Department.
- Staff attended a plan review meeting at the Washington County Planning Office.
- Staff met with representatives of Columbia Gas regarding their proposed installation of a main on Devonshire Road.

Wastewater Laboratory

- The lab is continuing to perform testing on DMR-QA samples required annually by our permit. Once the analyses are completed the results will be sent to the provider.

- Samples were collected for the final quarterly round of WET testing of the effluent for the present permit. We received results from equipment blanks only so far. The rest will take a month or so.
- 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>
5/3/12	11.89		11.89
5/4/12	11.63		11.63
5/5/12	11.80		11.80
5/6/12	11.31		11.31
5/7/12	11.47		11.47
5/8/12	11.69		11.69
5/9/12	11.63 (est)		11.63 (est)
Average			11.63

Water Production at RC Willson

Operations

- Completing routine PMs.
- Performing tests at the stations.

Maintenance

- R C Willson - Performing routine PMs.
- Tanks - Assisted draining of the Henson Hortonsphere.

Instrumentation

- Tanks - Working on electrical and signal upgrades.
- Tanks - Assisted draining of the Henson Hortonsphere.

Water Production at Breichner

- The Edgemont Reservoir is currently at -8.4'; the bypass and the hydrant are closed.

Water Distribution

- Distribution crews are working throughout the system performing customer service duties and working on meter testing and any repairs needed. We are working on changing over services on Jefferson Boulevard to a larger main and abandoning an old 2" main. We repaired a service on Oak Hill Avenue.

Laboratory

- Quarterly thm/haa samples were collected at the USEPA regulated DBP Stage 1 and Stage 2 sites.
- Certification forms are being filled out for annual recertification of our potable water testing lab.
- The Consumer Confidence Report was printed and is ready to be distributed.

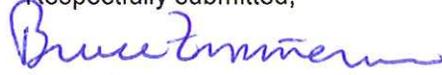
Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plan	1	
Replat		1
Building Permit	5	8

- Staff attended a Local Emergency Planning Committee (LEPC) meeting at the Washington County Sheriff's Department.
- Staff attended a development review meeting at the Washington County Planning Office.
- Staff met with a representative of Columbia Gas regarding the installation of a proposed main on Devonshire Road.

- Staff attended a design review meeting for the Willson Phase IV Plant Improvements.
- Staff met with representatives of Hazen and Sawyer for a Willson Phase IV Plant Improvements progress meeting.
- Staff met with the Distribution Superintendent regarding details of a main relocation proposed as part of the Southern Boulevard project.

Respectfully submitted,



Bruce Zimmerman
City Administrator