

# CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 19 FOR 2019



May 10, 2019

To Mayor Bruchey and Members of the City Council:

## UPCOMING MEETINGS

### MAY 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	2	3	4
5	6	7 4pm Work Session	8 4pm Planning Commission Meeting	9 4pm Board of Traffic & Parking Meeting  4pm Hagerstown Historic District Commission Meeting	10	11
12	13	14 3pm Executive Session  4pm Work Session	15	16	17	18
19	20	21 4pm Work Session	22	23 4pm Hagerstown Historic District Commission Meeting	24	25
26	27 <b>HOLIDAY</b> <b>CITY OFFICES</b> <b>CLOSED</b>	28 7pm Regular Session	29 7pm Planning Commission Meeting	30	31	

## DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

1. **Main Street**
  - Main Street Hagerstown is hosting the Downtown Clean-up and Green-up event this Saturday, May 11<sup>th</sup>. Help plant flowers and clean up downtown Hagerstown and learn more about the Adopt-a-Block Program! Coffee, donuts and juice will be served at 10 a.m. with the clean-up starting at 11 a.m. Please make sure to RSVP at: <https://www.signupgenius.com/go/5080E49ACA828A6FB6-downtown>

- The Business Seminar Series continued at Burobox. This week marketing experts at HighRock presented *Mastering Digital Marketing*. Several local business owners and startup businesses attended. The next seminars will be this Monday, May 13 entitled *Business Succession Planning* and Friday, May 17 *Building Your Brand*. For more information, please visit @HagerstownMainStreet on Facebook.
- 2. **Pop Up Trivia Night:** Bulls & Bears Pub and Eatery Hagerstown will be hosting Pop-Up Trivia night at 6:30 p.m. on Tuesday, May 14<sup>th</sup>! Bring your appetites for food, beer, and knowledge.
- 3. **Grand Opening:** The grand opening of the new location of Bester Community of Hope, located at 356 Mill Street, was held on May 9<sup>th</sup>! Bester Community of Hope is an initiative of San Mar, focused on prevention with a place-based strategy for positive outcomes for the children and families located in the Bester Elementary School neighborhood. The new location combines formers offices at Elgin Station and another Mill Street site into a single, larger space to streamline and enhance our services.
- 4. **Events:** The Logistics Committee reviewed the Tour of Washington County Downtown Criterium Race which will be held June 14, 2019.

**PARKS & ENGINEERING**

**ENGINEERING DIVISION**

1. **Haven Road Safe Routes to School.** We received five bids, with the lowest being \$536,501 by Concrete Central, LLC. This bid amount is within the budget amount with the State funding (80%) and the City funding (20%). We will be preparing a bid analysis and sending the “Concurrence in Award” submittal to State for their review and approval. We expect to ask Mayor & Council to approve contingent on SHA approval.
2. **Board of Traffic & Parking.** The Board will discuss the following:
  - Converting North Cannon Avenue to one-way northbound
  - Speeding on West Howard Street
  - Parking meters at 2 South Potomac Street
3. **Engineering Statistics**

TRAFFIC ISSUES		
Description	Week of 5/5/19	Calendar Year 2019 TOTALS
Traffic complaints received	0	63
Work Orders completed	2	45
Traffic counts completed	2	30
CONSTRUCTION PROJECTS		
Description	Week of 5/5/19	Calendar Year 2019 TOTALS
Projects advertised for bids	1	8
RFP's Advertised	0	4
Projects under construction	9	9
Projects completed	0	3

## PARKS DIVISION

1. **Hager House Events.** Below are photos the 280<sup>th</sup> Anniversary of the Jonathan Hager House Museum, as well as, the return of the Mt. Aetna Cannon and Little Heiskell on May 4, 2019



2. **Vandalism.** Below are photos of park vandalism which occurred this week. Unfortunately vandalism at our parks occurs on a regular basis. One picture is a fire which was started in Wheaton Park restrooms using paper towels. The other picture was taken at Greenawalt Park where a 5"+ caliper tree was destroyed (a similar occurrence took place at City Park as well). We appreciate our Parks staffs efforts in cleaning up the vandalism quickly.



3. **Parks work this week included:**
  - Work continues on the roof of the purple concession stand at the Municipal Stadium.
  - We are turning the fountains back on in our parks.
  - Installation of the new play equipment in City Park continues (about 10% complete).
  - Finished grading and seeding Thomas Kennedy Park.

## PLANNING & CODE ADMINISTRATION

1. **Zoning Certificates Issued:**
  - 625 North Prospect Street – Hub Scrap Metals, LLC – metal recycling transfer yard.
  - 910 Dual Highway – Los Cabos, Inc. – Mexican/seafood restaurant.
  - 2 South Potomac Street – Cannon Coffee, LLC – coffee shop.

2. **New Development Cases:**
- 1323 Salem Avenue – Salem Avenue Elementary School – site plan for three portable classroom buildings.
3. **Planning Commission:** The Planning Commission reviewed these matters on May 8:
- Washington County Board of County Commissioners – 37 Jonathan Street – The Planning Commission approved a site plan for a parking lot.
  - Malik Mehboob – 700 Potomac Avenue – The minor site plan for gas pumps and canopy was withdrawn by the applicant pending plan revisions when the Planning Commission made it clear it was unlikely to approve the site plan as submitted.
  - Consultation for Replat of Five Lots at Hager’s Crossing – The Planning Commission permitted staff to process the proposed minor replat of five lots provided the small forest conservation easement area is released for the area to be added to the lots.
  - 2018 Comprehensive Rezoning – Staff and commission members concluded their discussions on properties proposed for rezoning. The public review meeting (hearing) will be planned for the June 26 Planning Commission meeting.

**Weekly Activity Report:** April 29–May 3, 2019

<b>PERMITS</b>								
<b><u>TYPE</u></b>	<b><u>NUMBER OF NEW APPLICATIONS</u></b>							<b><u>NUMBER ISSUED</u></b>
Building	7	Residential -	2	Commercial -	5	Other -	0	12
Electric	15	Residential -	6	Commercial -	9	Other -	0	15
Plumbing	13	Residential -	9	Commercial -	3	Other -	1	12
Mechanical	5	Residential -	3	Commercial -	2	Other -	0	5
Engineering Dept.	15							8
<b>TOTAL</b>	55		20		19		1	52
<b><u>Est. Value of Issued Building Permit Projects:</u></b>					<b><u>FY19 Fiscal Year Totals:</u></b>			
Residential				\$ 116,450.00				\$ 6,712,760.00
Commercial				\$ 101,200.00				\$ 47,774,208.00
Apartment				\$ 0.00				\$ 2,837,749.00
Sign				\$ 17,360.00				\$ 235,731.00
<b>TOTAL</b>				<b>\$ 235,010.00</b>				<b>\$ 57,560,448.00</b>
<b><u>Projects of Interest</u></b>								
- Remodel and redesign interior of property on first and second floors at 80 Woodland Way - \$90,000								
- Interior demolition of structure at 28 East Baltimore Street - \$50,000								
<b><u>RENTAL LICENSING PROGRAM YEAR: JULY 1, 2018 – JUNE 30, 2019</u></b>								
					<b><u>PROPERTIES</u></b>			<b><u>UNITS</u></b>
Registrations received week of Apr. 29 – May 3					Renewals sent			Renewals sent
New applications issued week of Apr. 29 – May 3					--			--
Total 2018-2019 registered (includes additions and subtractions since 5/2/18)					3,715			9,297
Percentage of rental license renewals that have registered for the 2018-2019 license year					99.5%			99.5%
<b><u>Notes:</u></b> The 2019-2020 rental license renewals for 9,609 units in 3,807 properties were mailed on May 3, 2019.								
<b><u>PAYMENT</u></b>								
Weekly payment received		\$ 0						
Weekly adjustment/credits		\$ 0						

INSPECTIONS	
<u>TYPE</u>	<u>NUMBER CONDUCTED</u>
Building	50
Electrical	47
Plumbing	19
Mechanical	20
Safety	7
Neighborhood Vitality	119
Quality of Life	0
Preventive Maintenance	12
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:	1,222	Field Interviews:	40
Arrests/Warrants Served:	24	Moving Violations:	22
Domestic Violence Calls:	33	Safety Repair Orders:	03
DUI Arrests:	08	Warnings:	40
Reports Filed:	184		

**REPORTS**

**05/02/19:** Officer White was dispatched to Weis Market located on Shank Farm Way for an attempted strong arm robbery. When the officer arrived at the scene the suspect had already fled the area. An employee stated that as she had arrived at work and exited her vehicle, a white male riding a bike approached her and stated he was going to take her purse. The male grabbed the purse but the employee held on tightly and the male was unable to get the purse away from her. The male then rode away on the bike towards the direction of Cortland Manor. He was described as a white male, in his 20's, approximately 6'0 feet tall, with a goatee. The officer reviewed the video and was able to identify the suspect who is a known shoplifter at Weis Market. The officer will be filing charges on the suspect.

**05/03/19:** Officer Culp was on patrol in the area of North Potomac Street when he observed a small group of individuals gathering in front of M&T Bank. The officer stopped and saw a black male standing at the ATM with substantial facial injuries. The officer requested an ambulance and then spoke with two witnesses who told the officer the suspect had left the scene and was traveling through the Central Lot. The witnesses further stated that the two males were in a verbal argument over a cut in line for the ATM machine. Officer White will request a copy the video from the bank. The victim sustained injury to his right eye socket and may require surgery. Officer Oates was able to locate the suspect in the area of North Locust Street and charges will be forth coming.

**05/04/19:** Officer Brady responded to Hamilton Boulevard for a reported malicious destruction of property. The victim stated she parked her vehicle near Cypress Street approximately 11 p.m. on May 3. When she returned to the vehicle on May 4, she noticed the front passenger side window was smashed. There was glass on the inside of the vehicle, the glove box was open, and the items which were inside the gloves box had been scattered across the front seat. The victim stated there was no property stolen. It will cost approximately \$300 - \$400 to replace the window. No suspect information is available at this time.

**05/05/19:** Officer Zupan was dispatched to Walmart on Garland Groh Boulevard for the report of a counterfeit bill attempted to be used by a customer. Dispatched advised the suspect had left the scene, with his counterfeit bill, and was traveling in a black SUV and headed towards Salem Avenue. Officer Patterson observed the described vehicle and activated his emergency lights and pulled over the SUV. The suspect stated the \$100 bill was given to him by a family friend that owed him money. He was unaware the bill was counterfeit. The loss prevention staff at Walmart stated they were looking into an incident that had previously occurred and may have also involved the same suspect. The staff stated they would file for charges after further investigation was done within their department. No further information.

**05/06/19:** Officers were dispatched to West Washington Street for a burglary. A caller advised there were individuals staying in a vacant property which was under the care of Valley Properties. Officers arrived and found the building was unlocked even though the property appeared to be vacant. The officers conducted a search of the property and discovered two subjects sitting on the floor in a back room. The two subjects were identified and they stated they were trying to get out of the rain. A maintenance employee from Valley Properties arrived to secure the building. The individuals were placed under arrest and transported to Central Booking.

**05/08/19:** Officers C. Kelley and Mikash responded to West Wilson Boulevard to assist EMS with a possible overdose. Upon arrival they located a female in a chair who was unconscious but breathing. Officer C. Kelley began treating the female with Narcan. The female regained consciousness and was transported to Meritus Medical Center for further evaluation. The Narcotics Task Force was notified of the overdose and Agent Rutkowski will handle the follow-up with the case.

**OTHER NEWS/INFORMATION**

**New Patrol SUV's Are On The Way:** Eight new patrol vehicles are currently being outfitted, with two scheduled for delivery in approximately a week. All eight vehicles are new Ford Explorer SUV Police Interceptors. HPD purchased the new vehicles through last year's budget and they represent a strong effort to upgrade the patrol fleet.

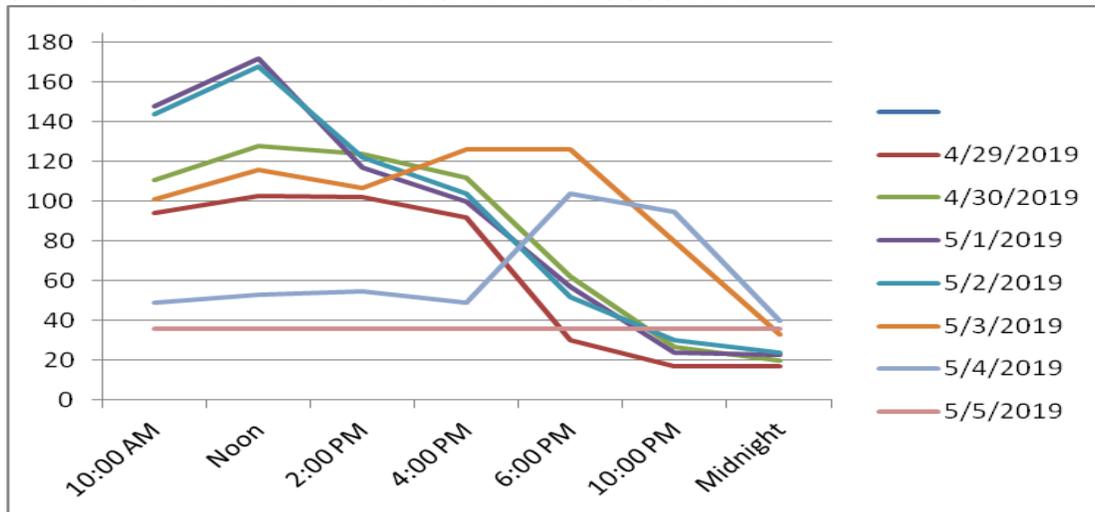
**Uniform and Equipment Upgrades:** HPD is currently looking to improve their protective vests for increased comfort and reducing back-stress while improving protection. Each patrol squad will test a Molle-vest component system which offers greater comfort because of reduced weight and flexible materials. HPD is also going to the new SX™ Ballistic Panel armor which is the thinnest, lightest and one of the strongest ballistic panels available.

**PUBLIC WORKS**

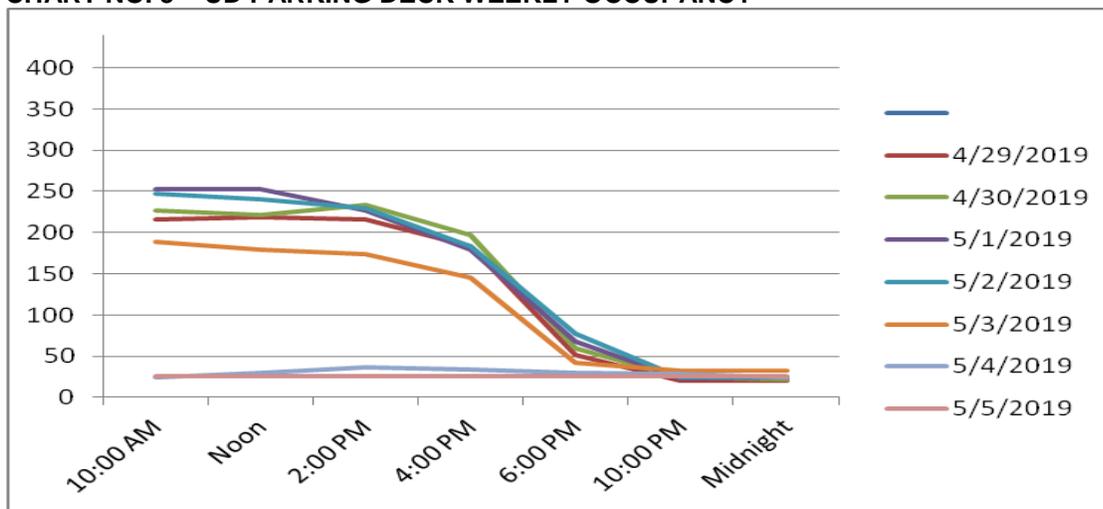
**CHART NO. 1 – GENERAL PARKING SYSTEM DATA**

		<b>Current Week</b>	<b>Previous Week</b>
<b>Number of Permit Holders</b>	A & E Deck	177	194
	University District Deck	381	379
<b>Number of Student Permits</b>	Central, Market, Rochester Lots	30	22
<b>Number of Patrons Using Decks</b>	A & E Deck	1735	1731
	University District Deck	1895	1944
<b>Number of Citations Issued</b>	(Includes Warnings)	30	253
<b>Late Payment Notifications</b>		35	27
<b>Peak Occupancy (%)</b>	A & E Deck	93%	78%
		Wed @ Noon	Thu @ Noon
<b>Peak Occupancy (%)</b>	University District Deck	58%	55%
		Wed @ 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	2	1
Fire	1	0
Human Resources	0	0
Light	4	1
Parks & Engineering	3	4
Police	12	11
Public Works	5	10
Wastewater	1	0
Water	4	2
<b>Weekly Totals</b>	<b>32</b>	<b>29</b>
<b>Yearly Total</b>	<b>419</b>	

**AFTER HOUR CALL BACKS**

- Thursday, May 2, 2019 @ 5 p.m.: Traffic signals at Eastern Boulevard and Professional Court were on flash operations. Staff called in to remedy the issue.
- Friday, May 3, 2019 @ 7:45 p.m.: Traffic signal at Locust Street and East Avenue was reported as “dead” with no lights showing. Staff called in to make repairs.

- Saturday, May 4, 2019 @ 2:20 p.m.: Traffic signals at Locust Street and Prospect Street were found to be on flash causing traffic issues. Staff again called in to make repairs and return signal to normal operations.
- Sunday, May 5, 2019 @ 5:15 p.m.: Sinkhole reported at 230 West Side Avenue. A 27" deep hole had formed in the middle of the street as result of a temporary trench that washed out. The trench was part of a Columbia Gas operation. The gas company was contacted and they made the street repair.

**<sup>1</sup>AFTER HOURS CALL BACK DATA**

	<b>Issues for 2019</b>	<b>April</b>	<b>March</b>
<b>Street Issue</b>	Tree in street	1	
<b>Parking System</b>			
<b>Traffic Signal</b>	On flash	1	
<b>Traffic Signs</b>			
<b>Building Maintenance</b>	Secure 335 Jonathan, trouble alarm	2	
<b>Fleet Maintenance</b>	Fuel island failure	1	
<b>Weather Related</b>	Icy street		
<b>Misc.</b>			
<b>Total</b>		5	0
<b>Total Call Backs 2019</b>		23	

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

**STREET SWEEPING DATA**

<b>Month 2019</b>	<b>Number of Miles of Streets Swept</b>
January	509
February	423
March	430
April	1094
<b>Total Miles Swept for 2019</b>	2456

**BULK TRASH COLLECTIONS**

<b>Month 2019</b>	<b>Number of Collections</b>
January	21
February	25
March	22
April	38
<b>Total Bulk Trash Collections for 2019</b>	106

**PROPERTY ABATEMENTS COMPLETED**

<b>Month for 2019</b>	<b>Number of Property Abatements</b>
January	16
February	5
March	3
April	26
<b>Total Abatements by PW for 2019</b>	50

## TECHNOLOGY & SUPPORT SERVICES

### COMMUNICATIONS DIVISION

#### **This Week's Headlines & Media Releases:**

- Hagerstown Officials Wrestle with Ways to Demolish Buildings
- Spedden Defends Tourism Bureau as Jefferson Continues Criticism
- As UIP Progresses, Downtown Hagerstown Investments Multiply
- If We Build It, Will They Come?
- Gastropub Opens Restaurant, Art Gallery in Downtown Hagerstown
- Mt. Aetna Cannon Comes Home to Hager House
- Hagerstown to Hold Hearings Tuesday on Tax Rate, Proposed FY20 Budget
- Latest Hagerstown Stadium Study to be Presented Tuesday
- Hagerstown Agrees to Halt Demo of Jonathan Street Building Pending Engineer's Assessment
- Study Prefers Baltimore Street Site for New Hagerstown Suns Stadium
- Press Release: Kennedy Sculpture Unveiling
- Press Release: HCS 25<sup>th</sup> Anniversary
- Press Release: Chief Lohr Appointed to National Council
- Press Release: Museum Ramble
- Traffic Advisory: Antietam Street - May 13

#### **This Week's Video Projects:**

- Mayor & City Council Special & Work Sessions
- Tax Rate & Budget Public Hearings
- "Imagine Hagerstown" Post Production

#### **Channel 25 Hub City Now Programming:**

- PCAD Informational Session Video
- "Imagine Hagerstown" :30 Teaser Spots
- "State of the City" Video
- "State of the City" Event Video
- "Open For Business" Video
- "Parks Fitness Challenge" :30 Spot
- "Fantastical Garden – Alison Sigethy" Video
- "Action Now – Washington Goes Purple" Videos

- Hagerstown Greens :30 Spot
- Bird Watching in City Park :30 Spot
- Mayor & City Council Meeting: Thursday at 7 p.m., Saturday at 9 a.m., and Sunday at 9 a.m. & 3 p.m.
- MTA Commuter Connection

**City Website:**

- [www.hagerstownmd.org](http://www.hagerstownmd.org) attracted 9,651 user visits for the week of April 29-May 5, 2019
- The most popular top entrances (the first page users accessed on the website):
  - Home Page 2,320
  - Utility Billing Page 908
  - Police Page 275
  - Jobs Page 199
  - Parks & Recreation Page 184
  - Parks Fitness Challenge Page 168
  - Potterfield Pool Page 143
  - Fire Page 136
  - Firefighters Page 113
  - Electric Division Page 111
  - City Park Train Hub 111
- Top Searches:
  - "True"
  - "Jobs"
  - "Online billing payment – Munis link"
  - "Human resources"
  - "Procurement"

**UTILITIES DEPARTMENT**

**ELECTRIC DIVISION**

**Service Calls**

- Fri. 5/3
  - 4 Willard Street: Reconnect service for new customer. Time Out: 17.3-18.5
  - Various locations, North End of Hagerstown: Total outages; lightning strike caused feeder to lock-out. Time Out: 21.1-22.2
- Sat. 5/4
  - Rear, 425 North Mulberry Street: Total outage; the transformer fuse was replaced. Time Out: 6.1-6.8
  - 74 East Antietam Street: Fire; Hagerstown Fire Department requested that we disconnect service and remove meter. Time Out: 16.3-17.6
- Sun.5/5
  - 1822 Meridian Drive: Miss Utility locate; emergency locate for Columbia Gas to make repairs. Time Out: 0.4-1.4
  - 862 View Street: House fire; Hagerstown Fire Department requested that HLD disconnect service and remove meter. Time Out: 17.4-18.2

## **Engineering**

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- Relay settings for HLD over-current protection devices have been developed.
- Engineering staff responded to multiple requests for electric service changes.
- Staff applied herbicide to HLD rights-of-way to prevent intrusion of vegetation into energized facilities.
- Engineering and Distribution staff met with contractors working on behalf of the Schmankerl Stube to plan for utility electric service upgrades to the building.

## **WASTEWATER DIVISION**

### **Wastewater Treatment Plant at Frederick Street**

<b>Date</b>	<b>Flow (mgd)</b>	<b>Rainfall (inches)</b>
Wednesday, May 1, 2019	7.96	0.31
Thursday, May 2, 2019	7.96	0.00
Friday, May 3, 2019	9.60	1.32
Saturday, May 4, 2019	12.31	0.14
Sunday, May 5, 2019	21.59	1.56
Monday, May 6, 2019	21.26	0.03
Tuesday, May 7, 2019	17.74	0.00
Weekly – Avg. Flow / Total Rainfall	14.06	3.36
May – Avg. Flow/Total Rainfall	14.06	3.36

### **Miscellaneous**

- Replaced explosion proof emergency lights and power packs in methanol building.
- Replaced belt and bearings on #3 Pista Grit blower.
- Replaced solenoid valves on DO probe air blast.
- Replaced lamp and desiccant pack then calibrated UV transmittance analyzer in ENR control room.
- Cleaned DO probes on OAB deck.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

### **Wastewater Collection**

#### **SSES Weekly Progress**

<b>Activity</b>	<b>Districts</b>	<b>L. F. main</b>	<b>Feet of lateral</b>	<b># inspected</b>
CCTV Inspections	1,4	332'	186'	2
Flushing	17	11,676'		

### **Collection System Maintenance Task**

- Sewer backup, 1413 Pennsylvania Avenue (PNC bank), CCTV'd, problem is on the private side.
- Sewer backup, 241 Mealy Parkway, CCTV'd, found problem on private side.

- Grinder pump call, 11003 Parkwood Drive, pulled and replaced pump.
- Mowed grass at WWTP and all pumping stations, sprayed for weeds around WWTP, Barn and Collections building.
- Working on SCADA system for Pump Station #6 and #15.
- Pump Station #5, installed new starters for both pumps.
- Excavated and repaired lateral then installed temporary patch at 1302 North Potomac Street.
- Excavated and repaired lateral then installed temporary patch at 1400 North Potomac Street.
- Excavated and repaired lateral then installed temporary patch at 370 Virginia Avenue.
- General pump shop repair work.
- Dropped enzyme bags at various lift stations and trouble spots in the system.

**Administration**

<b>Wastewater Division – Customer Call Log Summary 2018/2019</b>							
<b>Type</b>	<b>Blockages</b>	<b>Grinder Pumps</b>	<b>Odor Complaints</b>	<b>Flushing</b>	<b>WW Pump Station</b>	<b>Other</b>	<b>Totals</b>
Weekly	1	0	0	1	0	1	3
<b>YTD 2019</b>	<b>19</b>	<b>22</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>32</b>	<b>76</b>

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

**Engineering**

- Staff met with the Planning and Code Administration Director, Utilities Director and Wastewater Operations Manager for presentation of the Pump Station # 9/Doub Farm Study.
- Staff attended a Utilities Department Staff meeting with the Utilities Director.
- Staff attended a Plan Review Committee meeting at City Planning.
- Staff met with the Wastewater Treatment Plant Maintenance Supervisor regarding site lighting status and projected improvements.

**Laboratory**

- Continued cross-training lab personnel on Lachat operation.
- Met with staff to discuss Industrial Pretreatment sampling requirements.
- Began training new lab personnel.
- Collected Industrial Pretreatment sample from Volvo.
- Exchanged DI water system mixed-bed tanks.
- 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>
05/02/19	10.07		10.07
05/03/19	10.00		10.00
05/04/19	9.25		9.25
05/05/19	9.81		9.81
05/06/19	10.14		10.14
05/07/19	10.30		10.30
05/08/19	9.95		9.95
Average			9.94

**Water Production at R. C. Willson**

- R.C. Willson and Pump Stations–Staff worked on facility maintenance and routine preventative maintenance.
- R.C. Willson and PS4–Working with contractor on pump replacement.
- PS2–Repaired the communication module.

**Water Production at Breichner/Edgemont Reservoir.** The Edgemont Reservoir pool elevation is currently at 18.1 feet. Site evaluation continues per the contract with Hazen and Triad. City staff and Hazen and Sawyer continue to work with MDE Dam Safety on the final Dam Evaluation Report, Emergency Action Plans, and the design criteria and project schedule. The project continues to be on schedule.

**Water Distribution**

- Distribution crews are working throughout the system performing customer service work and new meter installations as needed.
- Crews continue to replace residential meters throughout the water service area.
- The meter testing program and flushing program are in progress.

**Laboratory**

- Continued cross-training lab personnel on Lachat operation.
- Collected composite samples from lagoon discharge.
- Submitted monthly bacteria report to Water Production Superintendent.
- Process and regulatory testing was routine for the week.

**Engineering**

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	3	2
Preliminary Plats	-	-
Grading Plan	-	-
Final Plat	-	-
Simplified Plat	2	-
Building Permits	18	7
Replat	-	-

- Staff attended a Utilities Department Staff meeting with the Utilities Director.
- Staff attended a Plan Review Committee meeting at City Planning.
- Staff met with a consultant regarding final approval for a commercial development.
- Staff met with a consultant for final approval of an institutional redevelopment project.



Respectfully submitted,



Scott A. Nicewarner  
City Administrator