

CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 20 FOR 2019



May 17, 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 3pm Executive Session 4pm Work Session	22	23 4pm Hagerstown Historic District Commission Meeting	24	25
26	27 HOLIDAY CITY OFFICES CLOSED	28 7pm Regular Session	29 7pm Planning Commission Meeting	30	31	

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

Main Street:

- Main Street Hagerstown hosted the Downtown Cleanup and Greenup event last Saturday, May 11th. Approximately 16 volunteers helped to plant flowers and clean up downtown Hagerstown. Information about the Adopt-a-Block program was also shared with the volunteers.



- The Business Seminar Series continued at Burobox this week including the topics *Business Succession Planning* and *Building Your Brand*. The next seminar, *Trademark Basics: What Every Business Owner Should Know*, will be May 22nd at 10 a.m.. For more information please visit @HagerstownMainStreet on Facebook.

Anniversary: Hagerstown Children’s School celebrated their 25th Anniversary on Tuesday, May 14. DCED staff presented a certificate from the City of Hagerstown and Delegate Corderman also presented a citation. After the ceremony, school staff provided a tour of the inspirational learning environment.

Pop Up Trivia: The Gourmet Goat will be hosting Pop-Up Trivia on May 21st at 6:30pm. Bring your appetites for food, beverages, and knowledge.

HUD Training: Community Development staff attended a three day training event at the HUD Baltimore Field Office. The training covered compliance with the National Environmental Policy Act and HUD’s Environmental Review Procedures of 24 CFR Part 58 – Environmental Review Procedures for Entities Assuming HUD Environmental Responsibilities. The City of Hagerstown is recognized as a Responsible Entity by HUD.

Engine Room Art Space: Residents from Diakon Senior Living visited the Engine Room Art Space on May 16th to see “Soldiering On” – an exhibition of art by military veterans. Thank you to NoPo artist resident Anthony Jones for guiding the visit. The Diakon residents are inspired to possibly do their own show in 2020.



Events: Upcoming City Center events include:

- Thunder in the Square | Friday, May 31 | 6–9 p.m. at University Plaza featuring the music of The Cruisers; for information regarding the car show contact 240.417.1108
- USMH Spirit Run 5K | June 1 | Registration begins at 8 a.m. -- Visit @UniversitySpiritRun5k on Facebook for more information

- Shakespeare in the Park | June 6, 8, 9 – for details visit @MarylandEntertainmentGroup on Facebook.
- Imagine Hagerstown starts June 7

PARKS & ENGINEERING

ENGINEERING DIVISION

1. **Railroad Crossings:** Since early 2016, the City has been trying to get the Walnut and Virginia railroad crossings at Park Circle upgraded by CSX and the State Highway. Both agencies have finally agreed to do the projects and we should, hopefully, have a design review meeting at the site with them soon.
2. **Carr Street and First Street Sidewalk Contract:** Staff held a pre-bid meeting with four prospective bidders in attendance. To date, we have sold bid documents to five bidders. The bid opening will be June 4th for this CDBG funded project.
3. **Engineering Statistics**

TRAFFIC ISSUES		
Description	Week of 5/12/19	Calendar Year 2019 TOTALS
Traffic complaints received	6	69
Work Orders completed	7	52
Traffic counts completed	0	30
CONSTRUCTION PROJECTS		
Description	Week of 5/12/19	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. **University Plaza.** We are in the process of extending the concrete stage at University Plaza for the *Imagine Hagerstown* events.
2. **Potterfield Pool.** We continue to prep the pool for opening day...next Saturday May 25th!
3. **Volunteer Service**
 - Last week volunteers from Keller Williams Realty participated in their "Red Day" of service. Service activities included weeding the Hager House gardens, picking up litter out of the stream and waterways, and helping with painting outdoor items/waterproofing picnic tables at the City Park Train Hub.



- Yesterday volunteers from JLG/ Oshkosh Corporation participated in their “Good to Give Back” week of service. While at the Hager House from 9 a.m. – 2 p.m., they mulched the Hager House flower beds, picked up litter out of the stream and water ways, and helped with scrubbing down hand rails and removing old growth and leaves to beautify the site for the visitor experience.



- Each Friday volunteers from the North Hagerstown High School life skills class come for two hours to remove litter and help beautify the Park.

4. **Events:**

- When: Saturday, May 18, 2019 from 10 a.m. – 4 p.m.
Where: City Park Train Hub
What: Railroad Heritage Day!
Ride & Explore. Ticket purchase gives access to City Park Train Hub & Hagerstown Roundhouse Museum.
- When: Saturday, May 18, 2019 from 10 a.m. – 4 p.m.
Where: Jonathan Hager House Museum
Write Like a Colonial! Historical letter-writing activity included with tour.
- When: Saturday, May 18, 2019 at 10 a.m.
Where: Memorial Park
Annual Circle of Achievement induction

PLANNING & CODE ADMINISTRATION

1. **Historic District Commission:** The HDC considered these applications on May 9:
 - 50 West Washington Street – City of Hagerstown/Rodney Tissue – approved an expansion of the stage at University Plaza.
 - 4 South Potomac Street – Century Graphics Group, LLC d/b/a Sign Here – approved a projecting sign and window lettering.
 - 158 South Prospect Street – Stephen B. Sagi – rebuild rear porches (this case was tabled until the May 23 meeting).
 - 2 South Potomac Street – Cannon Coffee, LLC – approved signage.
 - 951 The Terrace – James Van Wynen – approved atrium alterations.

On May 23, the HDC will consider an application by Stephen B. Sagi to rebuild rear porches at 158 South Prospect Street (this case was tabled at the May 23rd meeting because the applicant was not present).

2. **Weekly Activity Report:** May 6–10, 2019

PERMITS								
TYPE	NUMBER OF NEW APPLICATIONS							NUMBER ISSUED
Building	12	Residential -	5	Commercial -	7	Other -	0	11
Electric	16	Residential -	9	Commercial -	7	Other -	0	16
Plumbing	10	Residential -	7	Commercial -	2	Other -	1	10
Mechanical	3	Residential -	2	Commercial -	1	Other -	0	3
Engineering Dept.	3							8
TOTAL	44		23		17		1	48
Est. Value of Issued Building Permit Projects:					FY19 Fiscal Year Totals:			
Residential	\$ 531,671.00				\$ 7,244,431.00			
Commercial	\$ 290,920.00				\$ 48,065,128.00			
Apartment	\$ 31,000.00				\$ 2,868,749.00			
Sign	\$ 0.00				\$ 235,731.00			
TOTAL	\$ 853,591.00				\$ 58,414,039.00			
Projects of Interest								
- Convert photography studio to Edward Jones business on first floor at 4 South Potomac Street - \$67,000								
- Interior remodel and drive thru for KFC at 17700 Garland Groh Boulevard - \$110,000								
- Construct single family home in Hager Crossing at 12411 Gemstone Drive - \$160,000								
- Construct two single family homes in Greenwich Park - \$240,000								
- Interior alterations for Cannon Coffee at 2 South Potomac Street - \$66,000								
RENTAL LICENSING PROGRAM YEAR: JULY 1, 2018 – JUNE 30, 2019								
					PROPERTIES	UNITS		
Registrations received week of May 6 – May 10					157	257		
New applications issued week of May 6 – May 10					0	0		
Total 2019-2020 registered (includes additions and subtractions since 5/2/19)					157	257		
Percentage of rental license renewals that have registered for the 2018-2019 license year					4.1%	2.7%		
Notes: The 2019-2020 rental license renewals for 9,609 units in 3,807 properties were mailed on May 3, 2019.								
PAYMENT								
Weekly payment received	\$ 19,200							
Weekly adjustment/credits	\$ 0							
INSPECTIONS								
TYPE	NUMBER CONDUCTED							
Building	44							
Electrical	37							
Plumbing	14							
Mechanical	17							
Safety	20							
Neighborhood Vitality	220							
Quality of Life	3							
Preventive Maintenance	4							
Planning & Zoning	1							

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:	1,594	Field Interviews:	23
Arrests/Warrants Served:	24	Moving Violations:	51
Domestic Violence Calls:	26	Safety Repair Orders:	0
DUI Arrests:	3	Warnings:	68
Reports Filed:	162		

REPORTS

5/09/19: Officer Wolfe was dispatched to Brinker Drive for the report of a burglary. The victims stated when they arrived home they noticed their sliding glass door was unlocked. They searched their apartment and discovered their two Panasonic digital cameras were missing. A safe containing important personal information was also missing. The officer conducted a search for the cameras through RAPIDS to determine if the items had been pawned, but no match was found. No further information is currently available.

5/11/19: Officer McKinley responded to Domino's Pizza located on North Prospect Street for an assault in progress. The officer observed a white male seated in front of Domino's with fresh blood on his shirt. Community Rescue Service responded to the scene and observed a three inch gash to the lower back area. The victim was transported to Meritus Medical Center for a non-life threatening injury. The victim stated he was leaving a downtown eating establishment when he and a female agreed to have sex for a determined dollar amount. The female asked for the money up front and the victim agreed. The female then asked the victim to hold her purse while she went to make a drug purchase. Approximately 45 minutes later a black male approached the victim and demanded the purse. The victim threw the purse at the black male and the items fell out. This angered the male and he then brandished a sharp edged object and stabbed the victim. The suspect then fled the area. This case has been forwarded to Detective Filges for further investigation.

5/12/19: Officer Branche was dispatched to Mitchell Avenue for a disturbance. Dispatch advised there was a female yelling for help and a neighbor called 911. As the officer entered the front door, a black male ran out the back door and fled the area. Officers were unable to locate him. The victim stated that the black male took her red Apple Iphone XR and fled. The officer used an app to track the victim's phone. The suspect was then located in a wooded area not far from the residence. The suspect was apprehended and transported to Central Booking and charged with Theft and Obstructing and Hindering a Police Officer. It should be noted the victim and suspect previously dated and have a child in common.

5/13/19: Officer Miscannon responded to St. Clair Street for a Domestic Disturbance. The victim stated she had been at the hospital visiting a friend and when she returned home she and the suspect went to the liquor store. Later that evening the two began to argue. When the victim tried to leave the residence the suspect grabbed her around the neck. The victim did not want to speak to CASA but stated she would get a protective order against the suspect. The officer provided a Domestic Violence brochure and advised of the numbers she could call if she would choose to speak with CASA.

5/14/19: Officer Crouse was dispatched to Chestnut Street for a broken window. The victim stated she heard something break and at first thought it was her son's fish tank. After investigating, she found her bedroom window had been shattered. The bedroom is located on the first floor and right off the front porch. A brick, which was on the front porch and is used for edging in the front yard, was used to damage the screen and window. The victim advised she is not having any issues with neighbors and is not sure who may have caused this incident. There are no witnesses and no suspects at this time.

OTHER NEWS/INFORMATION

Police Week. In 1962, President John F. Kennedy signed a proclamation which designated May 15th as Peace Officers Memorial Day and the week in which that date falls as Police Week. Currently, tens of thousands of law enforcement officers from around the world converge on Washington, DC to participate in a number of planned events which honor those that have paid the ultimate sacrifice.

On Wednesday, May 15, at 10 a.m., HPD held a remembrance ceremony on the south lot of Police Headquarters. Mayor Bruchey, City officials, HPD supervisors, officers, retirees and employees were present to honor those officers who had lost their lives in the line of duty.



Saluting L to R: Retired Captain Robert Voytko, Mayor Robert Bruchey and Chief Paul Kifer



L to R Honor Guards: Officer Jon Molineaux, Officer Timothy Culp and Officer Michael Alderton



Chief Kifer welcomes Mayor Bruchey to the platform.



Front Row: HPD Captains, Lieutenants, Sergeants
Remaining Rows: Detectives and Officers

PUBLIC WORKS

CHART NO. 1 – GENERAL PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	178	177
	University District Deck	382	381
Number of Student Permits	Central, Market, Rochester Lots	30	30
Number of Patrons Using Decks	A & E Deck	1793	1735
	University District Deck	1977	1895
Number of Citations Issued	(Includes Warnings)	30	30
Late Payment Notifications		28	35
Peak Occupancy (%)	A & E Deck	80% Thur @ Noon	93% Wed @ Noon
	University District Deck	61% Tue @ 2 PM	58% Wed @ 10 AM

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

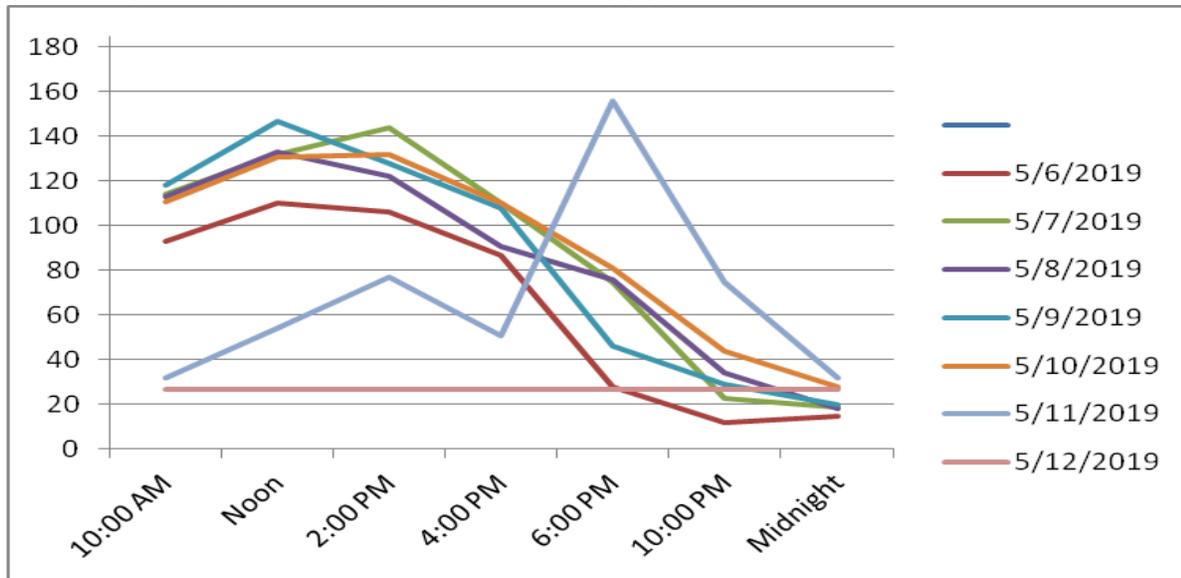
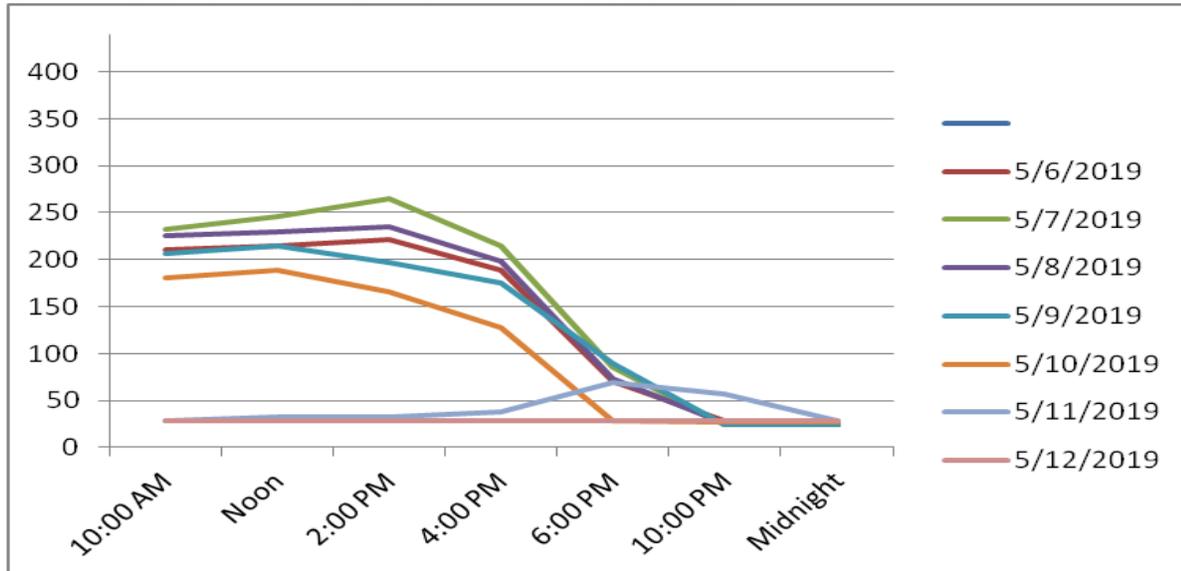


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	2
Fire	1	1
Human Resources	0	0
Light	3	4
Parks & Engineering	1	3
Police	9	12
Public Works	3	5
Wastewater	2	1
Water	5	4
Weekly Totals	24	32
Yearly Total	443	

AFTER HOUR CALL BACKS

- There were no after hour call backs during this week.

TECHNOLOGY & SUPPORT SERVICES

COMMUNICATIONS DIVISION

This Week's Headlines & Media Releases:

- Main Street Hagerstown Recognized Nationally for Third Straight Year
- Some Optimistic, Others Cautious About New Hagerstown Stadium Proposal
- Promise Walk at Fairgrounds Park Raises Money for Preeclampsia Foundation
- Developer: New Hagerstown Stadium Would Spur Other Development
- 25 Years Later Hagerstown Children's School Grows Well Beyond One Classroom
- At Halfway Mark, Hagerstown Council Encouraged as City Center Plan Progresses
- Press Release: Railroad Heritage Days
- Press Release: Circle of Achievement Induction Ceremony
- Traffic Advisory: West Antietam Street – May 10
- Traffic Advisory: West Antietam Street – May 13
- Traffic Advisory: Virginia Avenue

This Week's Video Projects:

- Mayor & City Council Special & Work Sessions
- MPT "Imagine Hagerstown"/National Cycling Championships :15 Spot
- "Imagine Hagerstown" Post Production
- Stormwater Utility Video Shooting

Channel 25 Hub City Now Programming:

- PCAD Informational Session Video
- "Imagine Hagerstown" :30 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 attracted 8,753 user visits for the week of May 6-12, 2019
- The most popular top entrances (the first page users accessed on the website):
 - Home Page 2,099
 - Utility Billing Page 800
 - Police Page 264
 - Jobs Page 197
 - Parks & Recreation Page 155
 - Potterfield Pool Page 125
 - Bids Page 117
 - Dine Downtown Page 89
 - Firefighters Page 76
 - Code Administration & Permitting Page 67
- Top Searches:
 - "True"
 - "Jobs"
 - "What bills can I pay online?"
 - "Citizen self service – pay fees"
 - "Firefighters"

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Service Calls

- Thur. 5/9 - 147 West Washington Street: Pole damaged; vehicle struck street light pole #33. Light removed temporarily until replacement was completed the next business day. Time Out: 15.7-16.5
- Sat. 5/11 - 415 West Washington Street: Lines down; lines belong to Antietam Broadband. Time Out: 15.0-15.2
- Sun. 5/12 - 1430 Hamilton Boulevard: No power; the customer's main breaker had tripped. Time Out: 7.5-8.-0

Tues. 5/14 - 441 Carrollton Avenue: Miss Utility locate; emergency locate for Columbia Gas to make repairs to a main break. Time Out: 19.0-19.5

Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- Engineering staff coordinated annual substation testing with our Contractor at HLD’s Fairgrounds Substation.
- The Staff Engineer reviewed bids for oil filled electrical equipment refurbishment.
- Engineering staff continued application of herbicides along HLD rights-of-way.
- Engineering and Administrative staff prepared and advertised bids for wood utility poles.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, May 8, 2019	14.61	0.00
Thursday, May 9, 2019	12.92	0.00
Friday, May 10, 2019	11.88	0.04
Saturday, May 11, 2019	10.67	0.06
Sunday, May 12, 2019	13.03	0.69
Monday, May 13, 2019	14.70	0.45
Tuesday, May 14, 2019	14.31	0.00
Weekly – Avg. Flow / Total Rainfall	13.16	1.24
May – Avg. Flow/Total Rainfall	13.48	4.60

Miscellaneous

- Replaced solenoid valves on #1 Pista Grit air lift.
- Replaced defective wiring, conduit and controls on Final #1 torque switch for top skimmer.
- Replaced distilled water piping in the lab.
- Replaced motor starter, contactor and thermal units on BNR mixer #3
- Disconnected motor, pump, power wiring and controls from #6 In-Plant pump so it can be pulled and repaired.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	Funkstown	1,602'	74'	10
Flushing	17	12,588'		

Collection System Maintenance Task

- Completed CCTV work requested by Town of Funkstown.
- Sewer back up, 20248 Huntington Court, flushed mainline.

- Grinder pump call, 11113 Parkwood Drive, pulled and replaced pump.
- Pump Station #3, removed wet well grating.
- Pump Station #15, set up bypass pump, pulled #2 station pump.
- Shot elevations at Robins Glenn for potential new gravity lines.
- Mowed grass at Pump Stations #17 & #26, and collections building.
- 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	2	2	0	0	0	0	4
YTD 2019	21	24	2	1	0	32	80

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

Engineering

- Staff met with a developer to discuss several prospects along the Dual Highway.

Laboratory

- Continued cross-training lab personnel on Lachat operation.
- Continued training new lab personnel.
- Reviewed new NPDES permit.
- 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>
05/09/19	10.33		10.33
05/10/19	9.55		9.55
05/11/19	9.72		9.72
05/12/19	9.20		9.20
05/13/19	10.16		10.16
05/14/19	9.99		9.99
05/15/19	10.44		10.44
<i>Average</i>			9.91

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.

Water Production at Breichner/Edgemont Reservoir. The Edgemont Reservoir pool elevation is currently at 4.9 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.
- The meter testing program and flushing program are in progress.
- Repairs were made to a water main break on Weaver Avenue.

Laboratory

- Continued cross-training lab personnel on Lachat operation.
- Collected composite samples from lagoon discharge.
- Collected Distribution samples to monitor for nitrification.
- Collected 2nd quarter DBP samples.
- Collected annual SOC samples.
- Collected composite samples from lagoon discharge.
- Process and regulatory testing was routine for the week.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	1	1
Preliminary Plats	-	-
Grading Plan	-	-
Final Plat	-	-
Simplified Plat	-	-
Building Permits	16	7
Replat	-	-

- Staff met with a developer to discuss several prospects along the Dual Highway.
- Staff met with Distribution staff regarding several meter locations and ownership of facilities.
- Staff met with a commercial project manager and consultant to discuss several water services.



Respectfully submitted,

A handwritten signature in blue ink that reads "Scott A. Nicewarner".

Scott A. Nicewarner
City Administrator