



City of Hagerstown, Maryland Status & Information Report No. 21 for 2012

May 25, 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 HOLIDAY CITY OFFICES CLOSED	29	30	31 5pm Western MD Blues Fest @ University Plaza		

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

BUSINESS & COMMUNITY RELATIONS DIVISION

1. **Grand Openings:** The City hosted two grand openings this week. One for Supreme Buffet at 545 Dual Highway, and the other for Hagerstown Children's Theater/Walking Performing Arts at the Academy Theatre.
2. **Taste of the Arts:** The Taste of the Arts Event was held on May 17 from 5 p.m. to 8 p.m. in City Center. 123 people attended the event. Proceeds benefited the Washington County Arts Council, the Barbara Ingram School for the Arts and the Maryland Theatre. Each agency received \$820. It was a very successful event and a nice evening in the City Center.
3. **Western Maryland Blues Fest:** Western Maryland Blues Fest will be held on May 31, June 1, 2 and 3. Staff are working on all aspects of the event. The program for the event will be distributed through the Herald Mail on May 27. Tickets are selling well and the fundraising goal is very close to being met. The Community Affairs staff wrote a press release this week and did many interviews

4. **Faire Off The Square:** The second Faire Off The Square will be held this Saturday from 9 a.m. to 2 p.m. This event is growing and now has 12 vendors. The Humane Society of Washington County is the beneficiary this month. The Downtown Alliance is doing a great job.

5. **Upcoming Events**
 - June 7th - Market Faire Begins - 10 a.m. to 2 p.m.
 - June 8th- Wind Down Fridays Begins - 6 p.m. to 9 p.m.
 - June 15 - Tour of Washington County - 5:30 p.m.
 - June 16 - Fishin' Frenzy - 2 p.m.
 - June 16 and June 17 - First Call Weekend - City Park
 - June 30 - Faire Off The Square - 9 a.m. to 2 p.m. - Benefits Girls, Inc.
 - July 6 - City Center Bike Night
 - June 17 - June 24 - Miss Maryland Pageant

6. **Volunteers:** Volunteers are signing up for the blues fest and the 150th First Call Weekend Event at City Park. We are gearing up for this large event.

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:**
 - We are preparing for a new vendor to move into Historic City Farmers' Market on June 9th. Her name is Cindy and she creates a variety of sweet treats.
 - Staff is working on the next event at Market, Celebrating Dad at Market, set for June 16th beginning at 7 a.m.
 - Staff is also working on the 229th celebration for the Market Birthday event that will place in August - the goal - a Happy Birthday Party!

9. **Some of this Week's Headlines and Media Releases**
 - Potterfield Pool Re-Opening for Memorial Day Weekend
 - House Fire Burns for Hours, One Woman Injured
 - Mayor: City Leaders Taking a Careful and Comprehensive Approach to Multi-Use Center Project
 - 17th Annual Western Maryland Blues Fest: Family Fun and Entertainment in One!
 - Supreme Buffet Celebrates Grand Opening
 - Barricade Situation Ends Peacefully, Suspect in Custody
 - Walker Performing Arts Celebrates New Home at Academy Theater
 - Traffic Advisory: East Antietam Street
 - Traffic Advisory: Blues Fest Road Closures

10. **E-casts**
- City Center Business Alert: Offer Specials for Blues Fest Visitors!
 - Faire Off the Square: This Saturday, May 26th!
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:
 - Walker Performing Arts Celebrates New Home at Academy Theater
 - The Greens at Hamilton Run: A New Golf Experience
 - Grand Opening for Supreme Buffet
 - 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
 - HFD Helping You Prevent Fires: Bob Petrunak
 - In production:
 - Multi-Use Center Site Selection
 - Preview of 150th First Call Weekend events
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 supportdowntownhagerstown site.
 - 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:**
- 1583 Potomac Avenue - Joel Hege t/a JB's Country Kitchen, LLC
 - 1031 Valleybrook Drive - Valleybrook Varieties, LLC - online sales of antiques and collectibles
 - 17850 Garland Groh Boulevard - American Promotional Events, t/a TNT Fireworks - temporary sales of fireworks (June 20 through July 5, 2012)

2. **New Development Cases:**
 - 330 East Washington Street - McDonald's - revised site plan to add dual drive-thru lanes
3. **Planning Commission:** The Planning Commission will consider the following on May 30:
 - Public review meeting on comprehensive amendments to the Land Management Code
 - Review of Sketch Plan for Proposed AutoZone Retail Auto Parts Store on the Dual Highway (Aldi's shopping center parking lot)
4. **Maryland Department of Planning Meeting:** The Planning Director will attend MDP's special meeting for local planning directors on May 24th in Crownsville to discuss code revisions to the Land Use article of the State Code and guidelines for locally implementing the septic bill.
5. **Neighborhood Meeting at American Legion:** The Planning Director attended Engineering's neighborhood meeting at the American Legion on May 23rd on the topic of quit claiming a portion of the paper right-of-way at the end of Woodland Way and vacating lot lines for several lots behind The Terrace.
6. **Staff Receives County Award:** On Tuesday, Kathy Maher and Steve Bockmiller accepted the Washington County Commissioners' "John Frye Award for Advocacy of Historic Preservation" for their efforts over the last several years to promote the City's heritage tourism resources; mostly focusing on the historic marker program that has resulted in the installation of nearly 50 interpretive panels around the City.
7. **Code Administration Weekly Activity Report:** May 14 – May 18, 2012

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>						<u>NUMBER ISSUED</u>	
Building	9	Residential -	8	Commercial -	1	Other -	0	8
Electrical	12	Residential -	7	Commercial -	4	Other -	1	12
Plumbing	13	Residential -	9	Commercial -	4	Other -	0	13
Mechanical	7	Residential -	2	Commercial -	4	Other -	1	7
Engineering Dept.	12							10
TOTAL	53		26		13		2	50
Estimated Value of Weekly Issued Building Permit Projects:					Fiscal Year-To-Date Totals:			
Residential				\$ 10,300.00				\$ 5,858,368.00
Commercial				\$ 1,000.00				\$ 19,356,016.00
Apartment				\$ 0.00				\$ 352,021.00
Sign				\$ 2,000.00				\$ 384,065.00
TOTAL				\$ 13,300.00				\$ 25,953,470.00
Building permit(s) of interest issued this week:								
RENTAL LICENSES								
<u>NUMBER</u>	<u>FACILITIES</u>			<u>UNITS</u>				
Registrations Received	0			0				
New Applications Issued	0			0				
Total Registered Since 7/1/11	3156			8518				
% 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 5/18/12.								
PAYMENT								
Total Payments Received	\$ 0							
Adjustments	\$ 0							

INSPECTIONS	
TYPE	NUMBER CONDUCTED
Building	37
Electrical	44
Plumbing	26
Mechanical	10
Safety	35
Neighborhood Vitality	79
Quality of Life	6
Preventive Maintenance	2
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 have been completed.	
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

DEPARTMENT OF PARKS & ENGINEERING

1. **Spring Recreation Summary**

Spring Events	Participants	Location	Day of the Week
Adult Outdoor Basketball	118	Fairgrounds Park	Sunday
Adult Kickball	57	Hager Park/Fairgrounds Park	Monday
Dodgeball	68	City Park	Tuesday
4v4 Flag Football	35	Pangborn Park	Wednesday
Community Yard Sale	72 vendors	Fairgrounds Park	Saturday, April 14

2. **Potterfield Pool** – Final inspection is today. Barring any unforeseen circumstances, the Potterfield Pool will open for the season this weekend, May 26, 27 & 28, 12:30pm – 5:30pm. (Starting June 2, the pool will be open Tuesday thru Sunday, 12:30pm – 5:30pm, closed on non-holiday Mondays except for night swims and other specials.)
3. **Golf Tournament** – Chris Henry, our golf pro, is putting together a 2-day tournament scheduled for Saturday & Sunday, June 23 & 24, to be played at The Greens at Hamilton Run. The \$65 entry fee includes golf, cart and lunch both days. Cash prizes will be based on the number of participants. This tournament is limited to 72 participants so make sure you sign up ASAP. (The deadline to sign up is June 20.) Call the Pro Shop at 301-733-8630 for more information.
4. **Municipal Stadium** – We are repainting the steel barrier free ramps with non-skid paint. Requested by the Suns, we are also installing a rubber surface on the bottom of the 1st base dugout.

5. **Upcoming Events in City Parks**

- May 27 – City Park Band Shell - UCF Outreach Ministries, 12-4 p.m.
- May 31 – University Plaza – Blues Fest, 5-7 p.m.
- June 2 – City Park Band Shell – Legacy Youth Concert, 3-6 p.m.
- June 3 – City Park Band Shell – Blues Fest, 12-5 p.m.
- June 3 – Wheaton Park Band Shell – UCF Outreach Ministries, 2–6 p.m.
- June 6 – City Park Band Shell – Gospel Concert, 7-9 p.m.
- June 7 – University Plaza – Jazz Night, 6:30-9 p.m.
- June 10 – City Park Band Shell - UCF Outreach Ministries, 12-4 p.m.
- June 10 – City Park Band Shell - Hagerstown Municipal Band, 7:30–8:30 p.m.
- June 13 – City Park Band Shell – Gospel Concert, 7-9 p.m.
- June 14 – University Plaza – Jazz Night, 6:30pm

POLICE DEPARTMENT

1. **STATS**

Calls for Service:	1,791	CDS Arrest:	6
Criminal Arrest/Warrants:	22	DUI Arrests:	1
Moving Violations:	39	Search Warrants Executed:	0
Safety Repair Orders:	13	Field Interviews:	39
Warnings:	25	Parking Tickets:	17

2. **REPORTS:**

- **05/18/12:** Officer Yonkers was dispatched to the rear of 251 Summit Avenue for a reported burglary to a garage. The victim stated that an unknown person had entered her garage. There is a large garage door that opens out and there is a smaller entrance door behind the larger door. The victim had just entered the garage that morning and placed a tool box there and locked and left the area. When the victim entered the garage later that day a toolbox was turned over and tools were on the floor. It was discovered that other items were taken. The area was dusted for prints. There are no suspects at this time.
- **05/19/12:** Officer Bobetich was dispatched to Walmart at 17850 Garland Groh Boulevard for a theft report. Jesse Hurd, in loss prevention, stated that he had a subject that had just stolen a television and a pellet gun. Hurd advised the suspect attempted to conceal the items under a blanket and walked out the front door. The greeter attempted to stop the subject, but he pulled the cart out of her hands and ran out the door. The two items had a total value of \$312.00. The suspect is described as a white male, approximately 25-30 years old, 6 feet tall, weighing 180-200 lbs, brown shaved hair and a goatee. He was wearing a white t-shirt with an action figure printed on right side, khaki shorts and white sneakers. No further information is available at this time.
- **05/22/12:** Officer Flanagan responded to 716 Guilford Avenue for a reported malicious destruction of property. The victim stated that sometime between Sunday and Tuesday the destruction occurred. An unknown suspect apparently poured rock salt into her vehicle's gas tank. There were still a few small pieces of rock salt around the neck of the gas port which indicates the salt may have been placed inside the fuel tank. It will not be known until the vehicle is taken to the mechanics to be verified. There are no suspects at this time.

PUBLIC WORKS

1. **Signal Upgrade at Potomac & Howard Streets:** Staff is finishing up the final upgrades on the traffic signals at the intersection of South Potomac and Howard Streets. Two major issues existed. The first issue was that the signals were only 8 inches in diameter. The new signal heads will incorporate 12 inch diameter heads making the signal lights more visible. The other issue is that the signals were located on the corners of the intersection reducing the signal lights visibility to drivers. The new signal heads will be hung over the intersection increasing their visibility.
2. **Blues Fest Parking:** Set up will begin on Thursday, May 31st in the Central Lot for this year's Blues-Fest. Please remember that if you normally park in the Central Lot, you will have to park in the Market House Lot on **Thursday the 31st** and **Friday the 1st of June**. If you have a pass to the parking deck you may park there as usual. If you need to come to City Hall on either of those days, please utilize the Market Lot.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

1. **Problem Areas.** Recent call-outs included:
 - Fri. 5/18 - Various locations- (reconnections for non-payment). Time Out: 17.5-18.1
 - 400 Block, McDowell Avenue- total outage; bird caused transformer fuse to operate. One 10T fuse was replaced to restore power. Time Out: 19.8-20.6
 - Sat. 5/19 - 900 Block, Oak Street- total outage; lineworker found a faulty transformer. One 50KVA transformer was replaced to correct problem. Time Out: 17.7-20.5
 - Wed. 5/23 - 1135 Haven Road- pole damaged; vehicle struck light pole in accident. Lineworker made temporary repairs to the pole until replacement was completed the following business day. Time Out: 1.8-2.5
 - Corner of Nottingham Road and West Franklin Street- pole damaged; vehicle struck utility pole in accident. Temporary repairs were made to the pole until replacement was completed the following business day. Time Out: 5.5-7.0
 - 116 North Cannon Avenue- reconnected two services from earlier house fire once Fire Department had cleared the scene. Time Out: 16.0-17.5
 - Rear of 221 Summit Avenue- lines down; large tree branch fell on a Verizon Phone wire tearing it loose from residence. Customer directed to Verizon for repairs. Time Out: 18.7-19.4
2. **Distribution** Recent activity included:
 - Metering Department received no high bill complaints this week.
 - Line crews continue annual feeder inspections for Wesel Substation.
 - Line crews continue trimming trees in various residential locations.
 - Line crews performed various service upgrades and meter installations.
 - Continued with pole inspections and re-tagging throughout the City of Hagerstown.
 - Crews began underground cable replacement in the rear of Armstrong and Harwood.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
7	0	4	0

3. **Engineering** Staff worked on the following projects:

- The Staff Engineer reviewed Arc Flash ratings for Flame Resistant clothing required for HLD lines personnel. Also reviewed were specifications for traffic control during utility work along routes throughout the City. These findings will assist us with updates and enhancements to our safety procedures. HLD began the first week of meetings to review our operating and safety procedures. We will be meeting weekly over the next few months to review all aspects related to daily work.
- The Staff Engineer met with City Engineering and Washington County Public Schools to discuss electric utility rights-of-way in regards to the new Bester Elementary School.
- Engineering staff reviewed multiple site plans submitted for upcoming work being done in the City.
- Staff performed additions and corrections in HLD's electric GIS model.

4. **Administration:**

- Staff has been preparing responses to inquiries on our two-way VHF high-band radio RFP that is presently posted for public bid. There are some unforeseen issues we may need to sort out prior to purchase. Staff will regroup and make a final decision on how to move forward by the end of this week.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, May 16, 2012	7.44	0.00
Thursday, May 17, 2012	7.13	0.00
Friday, May 18, 2012	6.86	0.00
Saturday, May 19, 2012	6.58	0.00
Sunday, May 20, 2012	6.61	0.00
Monday, May 21, 2012	8.16	1.53
Tuesday, May 22, 2012	8.55	0.85
Weekly Average/Total	7.33	2.38
Monthly Average/Total	7.01	4.19
Yearly Average/Total	7.42	12.94

Wastewater Treatment Plant

- The WWTP continues to operate within its permitted parameters. Although heavy rains this week have elevated the plant flows to our highest daily treatment for the year. On May 23, flows were 10.11 MGD. There has been 2.74 inches of rain that has fallen on our service area during the last three days.
- Collections system started preparation for the filling of the old equalization tanks.

- A representative from Atlas Copco was in to start repair on the # 1 oxygen compressor. The repair was covered under warranty the work is completed and the unit is back in service. The estimated cost of the repair would have been \$80,000.00

Wastewater Collection System

Activity	Districts	L. F. main	Feet of lateral	# Inspected
CCTV Inspection	5,11	1,123	0	0
Flushing	1,14,35,37,38	12,713		
Point Repairs		# of Repairs	Reason	L.F. of Repairs
Lateral Only	6	1	Roots	19
Manholes	1,6	2	I & I	

Collection System Maintenance Task

Pump Station

- Pump failure of pump # 1 at pump station # 1, cleaned both pumps.
- Overload on # 2 pump at pump station # 25, reset thermals.
- Cleaned wet well at Potomac Ridge for A.R. & E.
- Unit 527 had B maintenance.
- Replaced PLC at pump station # 8.
- Exercised emergency generators.
- Dropped Bio-Bags throughout infrastructure to control FOG (Fats, Oil & Grease), and chlorinated wet wells to control odor.

Grinder

- Grinder pump call 11210 Parkwood replaced pump Core.
- Replaced grinder pump at 1644 Woodlands Run
- Replaced Pigtails on grinder pump at 1504 Kensington.
- Replaced discharge assembly at 20000 Boxwood Circle
- Instructed owner at 20102 Teakwood Drive on what the electrician would need to install a pump alarm.

Manhole

- Manhole 01021 Hamilton Run had I&I issues used blower to dry bench and applied epoxy to seal leaks.
- Installed a no-rise conversion in manhole 06072 Fridinger Avenue.
- Found infiltration in manhole 07070 Mulberry and East Washington Street will put on schedule for repair.

Miscellaneous

- Sewer calls: 112 Randolph Avenue and 101 Doub Way both checked and problem on the homeowners. 229 Alexander Street the mainline was flushed.
- Downloaded Newgate and Meritus flow data and exercised emergency generators.

Administration

Wastewater Division – Customer Call Log Summary 2012							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	0	2	0	0	0	0	2
YTD	26	26	8	5	2	29	96

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

- Citywide Collection System Rehabilitation Project - 54 inch main under MELP facility is being cleaned by TRB, a sub contractor to Miller Pipeline, the liner is still schedule to begin installation on May 31, 2012.
- Local Limit Study RFP's (2) have been received, staff will evaluate prior to opening cost proposals.
- Staff is meeting with representatives to discuss the closing and shutdown procedures for the pre-treatment facility at Unilever – Good Humor.

Engineering

- Staff attended a development review meeting at the County Planning Office.
- Staff met with a Board of Education representative, Light Division and Engineering Dept. staff regarding easements and right of way use relative to the proposed Bester School Replacement.
- Staff met with a commercial developer regarding site plans, redevelopment and expansion projects and construction work.
- Staff attended trenching and shoring training at the Hagerstown Fire Department.

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.
- 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>
5/17/12	12.07		12.07
5/18/12	11.99		11.99
5/19/12	12.10		12.10
5/20/12	12.01		12.01
5/21/12	11.88		11.88
5/22/12	11.89		11.89
5/23/12	12.14		12.14
Average			12.01

Water Production at RC Willson

Operations:

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

Maintenance:

- RCW – Performing routine PMs.

Instrumentation:

- RCW – Working on SCADA upgrades.
- TANKS – Working on electrical and signal upgrades.

Water Distribution

- Distribution crews are working throughout the system performing customer service as needed and are working on large meters (testing & repairs). Crews continue work on Devonshire Road preparing for an upcoming gas project. Crews began work this week to install the lake aeration equipment at Edgemont Reservoir. Mowing of all tank and pump station sites as well as other miscellaneous site work will continue.

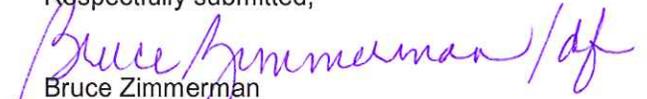
Laboratory

- The third USEPA Unregulated Contaminant Monitoring Rule (UCMR3) is being scheduled and testing will be quarterly for a one year period sometime between 2013 and 2015. 21 parameters to be tested are organics and some heavy metals including Chromium 6.
- Certification forms for annual recertification of our potable water testing lab were completed and sent to our lab administrator at MDE.
- The Consumer Confidence Reports were delivered to Presort for bill stuffing. Other copies are being distributed to library branches, post offices, and large multiple housing units throughout the distribution system.

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- Staff met with a commercial developer regarding site plans, redevelopment and construction issues. Staff attended trenching and shoring training at the Hagerstown Fire Department

Respectfully submitted,


Bruce Zimmerman
City Administrator