

CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 36 FOR 2019



September 13, 2019

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

SEPTEMBER 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 HOLIDAY City Offices Closed	3 No M&C Meeting	4	5	6	7
8	9	10 3:30pm Executive Session 4pm Work Session 6pm Remembrance In The Park @ City Park	11 4pm Hagerstown Planning Commission Meeting	12 4pm Board of Traffic & Parking Meeting 4:30 pm Hagerstown Historic District Commission Meeting	13	14
15	16	17 3pm Executive Session 4pm Work Session	18	19	20	21 10am-4pm City Park Fall Fest 10am Monarch Butterfly Parade @ Cultural Trail
22	23	24 6pm Work Session 7pm Regular Session	25 7pm Hagerstown Planning Commission Meeting	26 4:30 pm Hagerstown Historic District Commission Meeting	27	28
29	30					

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

- Main Street:** The Clean Safe and Green Work Group coordinated a Clean-Up Event on Wednesday, September 11th in honor of National Day of Service and Remembrance. The event kicked off at 10 a.m. with coffee and donuts at the Otterbein United Methodist Church.

2. **Celebrating Business:** The Grand Opening of the Community Free Clinic's new Community Mental Health Care was held on Thursday, September 12 at 3 p.m. The location is 235 Mill Street, Suite 3.
3. **Events:** Upcoming events include:
 - Longest Table
Saturday, September 14th, 5:30-8 p.m.
 - Thunder in the Square
Friday, September 27
 - City Center Ghost Tours
Friday, October 18
 - 94th Annual Mummers Parade
Saturday, October 26

FIRE DEPARTMENT

FIRE DEPARTMENT CALLS FOR ASSISTANCE			
House Fires	0	Community Risk Reduction	58
Building Fires	0	Public Service	4
Medical Assistance	24	Personal Injury Collision	7
Assist other Fire Departments	15	Persons in Distress	2
Automatic Fire Alarms	7	Gas Leaks	2
Electrical Hazard	5	Elevator Service Call	1
Smoke Removal	1	Dumpster/Outside Fires	4

PARKS & ENGINEERING DEPARTMENT

ENGINEERING DIVISION

1. **Pavement Preservation.** Annual overlay is moving along. As of today, seven streets have been milled and overlaid, and the pavement marking contractor has started to apply pavement markings. Next week, Potomac from Northern Avenue to Franklin Street will be paved.
2. **First Street Sidewalk.** The First Street sidewalk contract will be completed this week, including median in Maryland Avenue as requested by Neighborhoods 1st. We will add landscaping in the coming weeks.
3. **Board of Traffic & Parking.** The Board will review the following issues this week:
 - Alley 2-136 damaged buildings
 - Handicap Parking Policy
 - Park Lane at Forest Drive
 - Belview Avenue parking
 - On-street metered parking
4. **UIP Update.** Staff re-started design efforts now that District Court land issues appear to be resolved. Met with City Light and Skyline for conduit design and working on grading plan and stormwater management.
5. **Stormwater Advisory Committee.** The Stormwater Advisory Committee met on Monday night and finalized decisions on several recommendations. The last meeting will be November 12th and we plan a final presentation to City Council on December 3rd.

6. **Engineering Statistics**

TRAFFIC ISSUES		
Description	Week of 9/8//19	Calendar Year 2019 TOTALS
Traffic complaints received	0	124
Work Orders completed	0	99
Traffic counts completed	1	50
CONSTRUCTION PROJECTS		
Description	Week of 9/8//19	Calendar Year 2019 TOTALS
Projects advertised for bids	0	8
RFP's Advertised	0	7
Projects under construction	9	12
Projects completed	0	3

PARKS DIVISION

1. **Remembrance In The Park Service.** Our crews provided support for the annual Remembrance In The Park event held in City Park on September 10th.
2. **Wheaton Park.** Staff began installing new “Tru-Bounce” basketball poles and backboards at Wheaton Park.
3. **Storm Cleanup.** As a result of Wednesday’s storm, we had to remove downed trees in City Park.
4. **Potterfield Pool.** The pool is officially closed for the season. The Humane Society rented the pool for their annual Pooch Plunge on Saturday, September 7th. There were 91 dogs on Saturday and approximately 175 people in attendance.
5. **Golf Course.** We are partnering with South High to use the course for high school matches and practices in September and October.
6. **Rec Programs.** Staff is preparing for the City Park Fall Fest on September 21, 2019.

PLANNING & CODE ADMINISTRATION

Planning Commission: The Planning Commission took the following action at its meeting on September 11:

- 1301 Potomac Avenue – Eklund Family Partnership, LLC – approved a request for a one-year extension of the Local Conversion District Overlay until April 2021.
- 2019 Land Management Code Amendments Package – commission members continued to review ideas and proposals for this year’s package of text amendments.

Weekly Activity Report: September 3–6, 2019

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	11	Residential -	6	Commercial -	5	Other -	0	5
Electric	17	Residential -	7	Commercial -	8	Other -	2	16
Plumbing	7	Residential -	4	Commercial -	2	Other -	1	7
Mechanical	11	Residential -	8	Commercial -	3	Other -	0	11
Engineering Dept.	8							7
TOTAL	54		25		18		3	46

Est. Value of Issued Building Permit Projects:		FY20 Fiscal Year Totals:
Residential	\$ 28,000.00	\$ 1,511,443.00
Commercial	\$ 113,500.00	\$ 2,307,910.00
Apartment	\$ 78,700.00	\$ 1,095,200.00
Sign	\$ 0.00	\$ 37,384.00
TOTAL	\$ 220,200.00	\$ 4,951,937.00
Projects of Interest		
- Convert existing warehouse into 24 storage units at 261 Frederick Street - \$80,800		
- Interior alterations on the second and third floors at 41 East Antietam Street - \$75,000		
RENTAL LICENSING PROGRAM YEAR: JULY 1, 2018 – JUNE 30, 2019		
	PROPERTIES	UNITS
Registrations received week of Sept. 3 – Sept. 6	15	23
New applications issued week of Sept. 3 – Sept. 6	3	3
Total 2019-2020 registered (includes additions and subtractions since 5/2/19)	3,495	9,049
Percentage of rental license renewals that have registered for the 2018-2019 license year	91.4%	94.0%
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	\$ 2,000	
Weekly adjustment/credits	\$ 525	
INSPECTIONS		
TYPE	NUMBER CONDUCTED	
Building	47	
Electrical	29	
Plumbing	13	
Mechanical	10	
Safety	22	
Neighborhood Vitality	99	
Quality of Life	5	
Preventive Maintenance	4	
Planning & Zoning	3	
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:	1,473	Field Interviews:	18
Arrests/Warrants Served:	11	Moving Violations:	32
Domestic Violence Calls:	20	Safety Repair Orders:	4
DUI Arrests:	3	Warnings:	35
Reports Filed:	125		

REPORTS

09/05/19: Officer K. Hill responded to Summit Avenue for a suspicious person call. The caller stated that a male came running up into his yard yelling that that someone was chasing him and wanted to harm him. Officer K. Hill had handled similar calls prior to this call and suspected the male may be the same individual from earlier calls in the day.

When the officer arrived on scene she confirmed it was the same male involved in other reports that same day. Earlier a call came in from the Fire Department that a male was hiding in the fire station. Shortly after this incident, another call came in from the Dagmar reporting the same type of incident as the current caller who advised that a male was yelling that someone was chasing him.

Officers had made contact with this male on three occasions within a one and a half hour timeframe. On the two calls, no suspect could be found chasing the male. The male was then placed under arrest and charged with Disorderly Conduct and Disturbing the Peace.

09/06/19: Officer Delicati was dispatched to Church Street for a personal injury report. The officer was advised that a white Buick parked in the parking lot at the City Wash Tub Laundromat was involved in a traffic accident. Once the officer arrived, he asked the male driver of the Buick to exit the vehicle. Once the male exited the vehicle, the officer found the driver was unsteady on his feet, his speech was slurred, and there was a strong odor of alcohol present. The officer requested permission to conduct a field sobriety test and the driver consented. The driver did not pass the test. He was arrested and transported to the Hagerstown Police Department and charged with Driving Under the Influence of Alcohol, Driving While Impaired by Alcohol, Knowingly Driving Uninsured Vehicle and other related charges.

09/07/19: Officer Bartles responded to McDonald's on Northern Avenue for an assault report. The victim stated she left her residence on North Potomac Street and was walking to McDonald's, her place of employment. She was walking on Oak Hill when an unknown male came up from behind her and pulled her down backwards by her backpack. Both the victim and suspect fell to the ground with the victim hitting her head when she fell. The victim immediately got up and was able to get her pepper spray. The victim sprayed the suspect who then fled the area. A K9 track was conducted but with unsuccessful. No further information is available at this time.

09/08/19: Officer Reese was dispatched to Virginia Avenue to assist EMS. Dispatch advised there was a female unconscious due to a possible overdose. The white female was found in the back seat of a 2004 gray Acura with Maryland registration. The female was given Narcan and she awoke. It should be noted there was drug paraphernalia all over the back seat of the vehicle. A white Samsung cell phone was located on the driver's seat and was confiscated and placed into evidence. The keys to the vehicle could not be located. The female was transported to Meritus Medical Center for treatment. The Narcotics Task Force will be notified of the incident. No further details are available.

09/09/19: Officer Young responded to Guilford Avenue for a theft report. The victim stated he had been working with renovating a house on Guilford Avenue. He advised that he kept his tools at the residence and when he arrived to work he found the tools were missing. Stolen tools included a nail gun in an orange case, an angle grinder in a black case, orbital sander in a black case and green bolt cutters. The tools were marked with the letters "CHI" and are valued at over \$800. Luckily the victim located his tools at a local pawn shop; charges on the person that pawned the tools are forthcoming.

09/11/19: Officer Decker was dispatched to Professional Court for a reported vehicle theft. The victim stated a new female acquaintance of his accompanied him to his physical therapy session on September 11th. The female opted to wait in the vehicle until the therapy session was complete. When the victim completed therapy, he returned to the parking lot but the female and his vehicle were missing. The victim advised he did not give permission to the female to drive his vehicle and he did not remember her full name. The vehicle was entered into NCIC as stolen. No further information is available at this time.

OTHER NEWS/INFORMATION

Congratulations to Officer David Smith. On January 7, 2019 David Smith joined the Hagerstown Police Department. He then entered the Frederick Police Academy for his training and graduated from the Academy on Friday, August 30, 2019. Officer Smith has entered the Field Training Program at the Hagerstown Police Department and will remain in the program until State requirements are met. He has been assigned to the Baker Platoon – Patrol Unit under the command of Lt. Zimmerer. We welcome him to the Department and thank him for his service to our citizens.

PUBLIC WORKS

CHART NO. 1 – GENERAL PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	179	175
	University District Deck	391	388
Number of Student Permits	Central, Market, Rochester Lots	23	18
Number of Patrons Using Decks	A & E Deck	1310	1314
	University District Deck	1557	1832
Number of Citations Issued	(Includes Warnings)	195	196
Late Payment Notifications		19	43
Peak Occupancy (%)	A & E Deck	79% Wed @ Noon	73% Wed @ Noon
Peak Occupancy (%)	University District Deck	61% Thu @ 10 AM	62% Mon @ 2 PM

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

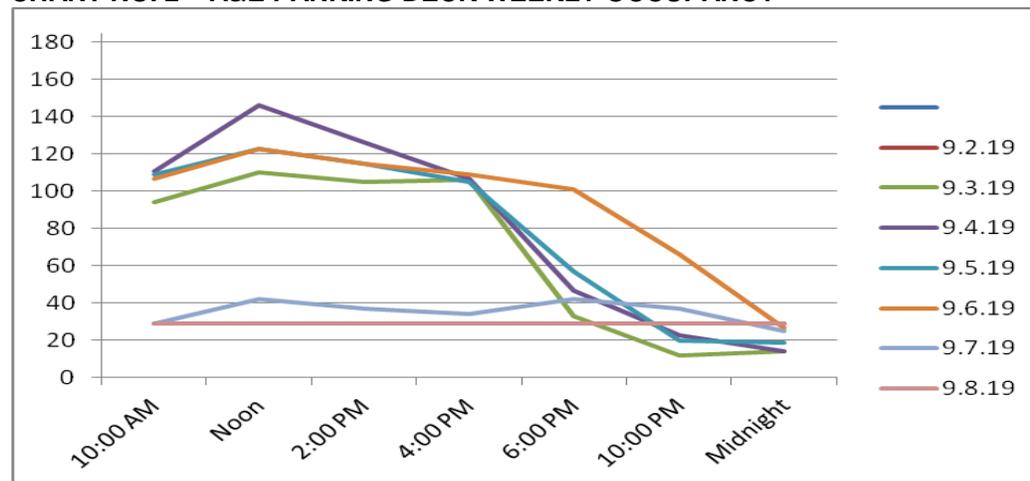
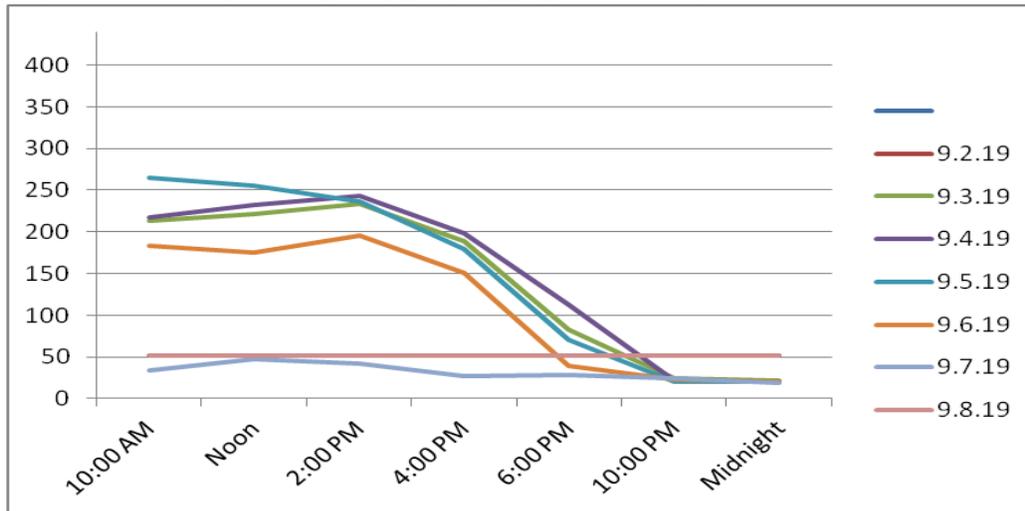


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	0
Fire	2	0
Human Resources	0	1
Light	5	3
Parks & Engineering	1	6
Police	8	10
Public Works	4	6
Wastewater	2	2
Water	3	4
Weekly Totals	25	32
Yearly Total	827	

AFTER HOUR CALL BACKS

- Monday, 9/02/19 @ 1 p.m.: Labor Day – Traffic signals at Mulberry and Washington on flash. Staff reset the signal for the day. Permanent repairs made the following work day.
- Saturday, 9/07/19 @ 10 a.m.: A drunk driver drove into one of the exit gates at the A&E Parking Deck. HPD was contacted and arrested the driver for DUI. Staff was called in to repair the gate.

SPECIAL EVENTS

- Public Works will be assisting with a number of special events in the coming weeks. The Longest Table Event (a community conversation) will be on Saturday, September 14th on South Potomac Street.
- Porchfest is scheduled for Saturday, September 21st. This neighborhood celebration will be held on South Prospect Street during the afternoon hours.
- The Alsatia Club will hold their second Thunder in the Square Event on the evening of Friday, September 27th. This event is held in the downtown along West Washington, North Potomac and South Potomac Streets.
- Public Works will assist with tables, chairs, traffic control and other miscellaneous items needed for the events.

TECHNOLOGY & SUPPORT SERVICES

COMMUNICATIONS DIVISION

This Week's Headlines & Media Releases:

- Homeless People Pick Up 7,380 Gallons of Trash in Bridge to Change Program
- Maryland Theatre on Target for October Reopening
- Thorpe, Rebels Sting Hubs, 44-12
- Community Remembers 'One of the Worst Days in Our History'
- Traffic Advisory: Antietam Street
- Traffic Advisory: Henry Avenue
- Traffic Advisory: South Potomac Street

This Week's Video Projects

- Mayor & Council Work Session
- Storm Drain Stenciling Video Footage

Channel 25 Hub City Now Programming:

- Stormwater Program Informational Meeting
- Washington County Recovers Video
- "Experience Downtown Hagerstown" :30 Spot
- Fall Fest/Porchfest :30 Spot
- Fit Room :30 Spot
- Valley Co-Op Video
- Mayor & City Council Meeting—Thursday at 7pm, Saturday at 9am, and Sunday at 9am & 3pm
- MTA Commuter Connection

City Website:

- www.hagerstownmd.org attracted 9,364 user visits for the week of September 2-8, 2019.
- The most popular top entrances (the first page users accessed on the website):
 - Home Page 2,226
 - Utility Billing Page 1,034
 - Collection-Schedules-Zones Page 267
 - Police Page 222
 - Parks & Recreation Page 160
 - Jobs Page 154
 - Bids Page 136
 - Trash & Recycling Page 131
 - Dine Downtown Page 96
 - Firefighters Page 95
- Top Searches:
 - "True"
 - "Jobs"
 - "Pay water bill"
 - "Residential trash"
 - "Utility billing"

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Service Calls

- Sat. 9/7 - 720 West Franklin Street: Pole damaged; vehicle struck utility pole. No damages to HLD facilities were found. Time Out: 18.0-18.5

- Mon. 9/9 - 227 Norway Avenue: A bird caused a transformer fuse to operate. Time Out: 17.6-18.4

- Tues. 9/10 - 339 North Locust Street: A customer's meter was stolen from the residence. Time Out: 20.2-23.1

- Wed. 9/11 - Various locations: Line crews responded to lines down and trees on wire calls following a thunderstorm that passed through our service area. Time Out: 15.7-18.0

Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.

- The Staff Engineer met with iOT International, HLD's SCADA implementation contractor to discuss further enhancements to our SCADA system.

- The Staff Engineer released a quote request for 34.5kV line monitoring equipment that can be integrated into our SCADA system to provide real-time integrity information regarding our electric delivery points.

- Engineering staff assisted Distribution with applications for utility work along Maryland state road rights-of-way and submitted construction prints for multiple pole replacements and overhead line reconstruction.

- The Staff Engineer reviewed substation testing data and developed a list of action items for further testing or preventative maintenance.

- The Staff Engineer and Operations Manager discussed the need for a detailed Arc-Flash Hazard Analysis for HLD facilities.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, September 4, 2019	4.66	0.00
Thursday, September 5, 2019	4.68	0.00
Friday, September 6, 2019	4.54	0.00
Saturday, September 7, 2019	4.40	0.00
Sunday, September 8, 2019	4.39	0.00
Monday, September 9, 2019	4.42	0.00
Tuesday, September 10, 2019	4.54	0.00
Weekly – Avg. Flow / Total Rainfall	4.52	0.00
Sept – Avg. Flow/Total Rainfall	4.49	0.15

Miscellaneous

- Replaced shaft bearing and belt on odor control unit at In-plant Pump Station.
- Cleaned and calibrated UTV.
- Planted grass in the areas that were disturbed during new construction.
- Rebuilt spare Penn Valley Double Disc Pump in shop.
- Removed #2 Return Sludge Pump in ASPS building and took to AR&E for repair.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

Wastewater CollectionSSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	#15	0'	74.6'	3
Flushing	#25/ #26	9,479'		

Collection System Maintenance Task

- Worked on PLC at Pump Station #22.
- Mowed grass at WWTP and Pump Stations.
- Dropped enzyme bags at various Pump Stations and trouble spots in the system.
- SCADA programming training at Collections Building.
- Hauled in stone for inventory.
- Grinder Pump call, 20308 Parkwood Drive, installed new lock and tested system.
- Sewer backup, 351 Key Avenue, opened lateral with Vector Truck.
- Sewer backup, 100 Buena Vista, internal plumbing problem.
- Sewer backup, 1037 Glenwood Avenue, internal plumbing problem.
- Installed risers for overlay projects on manholes # 04062, 05022, 05081, 05083, 22031, 11043, 10117 and 10026.

Administration

Wastewater Division – Customer Call Log Summary 2018/2019							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	3	1	0	0	0	2	6
YTD 2019	30	36	11	2	0	52	131

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

Engineering

- Staff attended a development review meeting at the County Planning Office.
- Staff attended a Utilities Staff meeting with the Utilities Director.

- Staff met with County Staff to discuss the Medium Range Growth Area as related to business development.

Laboratory

- Continued training new lab personnel.
- Collected monthly cyanide sample.
- Completed monthly check of Deionized Water System.
- Reviewed permit modification for ConAgra.
- Reviewed procedures for preparing reagents for Lachat Operation.
- New lab personnel completed Water Sampler Certification.
- Received certified masses for balance calibration check.
- Completed surcharges for Industrial Pretreatment.
- 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>
09/05/19	10.93		10.93
09/06/19	10.54		10.54
09/07/19	10.07		10.07
09/08/19	10.19		10.19
09/09/19	10.68		10.68
09/10/19	10.75		10.75
09/11/19	10.43		10.43
Average			10.51

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—Work continues with the contractor on the pump replacement.
- R.C. Willson—Repairs were completed on the floc mixer.
- Mack Tank—Installed the vault water alarm.

Water Production at Breichner/Edgemont Reservoir. The Edgemont Reservoir pool elevation is currently at 1.8 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.
- A water service leak was repaired on Devonshire Road.

- Repairs were made to a hydrant on Col. Henry K. Douglas Drive.

Laboratory

- Collected monthly TOC removal efficiency samples.
- Submitted monthly bacteria report to Water Operations Manager.
- Submitted TOC removal efficiency for the month of August to Water Operations Manager.
- Process and regulatory testing were routine for the week.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	1	4
Preliminary Plats	-	-
Final Plats	-	1
Replat	-	-
Grading Plan	-	-
Building Permits	26	8

- Staff attended a development review meeting at the County Planning Office.
- Staff attended a Utilities Staff Meeting with the Utilities Director.
- Staff met with County staff to discuss the Medium Range Growth Area as related to business development.
- Staff met with a contractor to discuss details of constructing new water facilities for an approved residential development.
- Staff met with a property owner regarding water service outside the MRGA.



Respectfully submitted,

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

Scott A. Nicewarner
City Administrator