

CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 41 FOR 2019



October 18, 2019

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

<h3 style="margin: 0;">OCTOBER 2019</h3> <p style="margin: 0;"><i>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</i></p>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 3pm Executive Session 4pm 84 th Special Session 4:15pm Work Session	2	3	4	5
6	7	8 2pm Site Visit at Fairgrounds Park Entrance Building with MHT 3pm Executive Session 4pm Work Session	9	10 4pm Board of Traffic & Parking Meeting 4:30pm Hagerstown Historic District Commission Meeting	11 4:30pm Maryland Theatre Performing Arts Center Grand Opening	12 1pm Harvest Hoedown @ Fairgrounds Park
13	14	15 3:30pm Executive Session 4pm Special Session & Work Session	16	17	18	19
20	21	22 7pm Regular Session	23	24 4:30pm Hagerstown Historic District Commission Meeting	25	26 10am Howl-O-Ween Dog Costume Parade @ Fairgrounds Park 6pm Alsatia Mummers Parade
27	28	29 No Mayor & Council Meeting	30 7pm Hagerstown Planning Commission Meeting	31 6-8 pm City Wide Trick-Or-Treat		

COMMUNICATIONS DEPARTMENT

This Week's Headlines & Media Releases:

- Newly Expanded Maryland Theatre Lights its Sign, Waits for Friday Ceremony
- Washington Street, South Burhans Boulevard Shut Down for Pedestrian Crash
- Police Release Name of Construction Worker Killed in Hagerstown Crash
- Washington County Legislator Who Fought for Religious Freedom Honored with Park Dedication
- Community Members Get First Look at Maryland Theatre Renovations
- Leaders Bet Maryland Theatre Expansion is Good for Hagerstown's Bottom Line
- 11 Cadets Graduate Washington County Police Academy
- Hagerstown Police Chief Says Department Understaffing 'is not safe' and 'worries me'
- Press Release: Cyber Spartans' Workshop Grand Opening
- Traffic Advisory: Current City Street Closures
- Traffic Advisory: East Antietam Street October 15
- Traffic Advisory: Henry Avenue
- Traffic Advisory: Radcliffe Avenue
- Trash & Recycling Advisory: Columbus Day

This Week's Video Projects

- Mayor & Council Special & Work Sessions
- Thomas Kennedy Park Dedication Video Footage
- ChristKindl Markt/Holiday Events Video Script

Channel 25 Hub City Now Programming:

- Character Counts! Month Interview
- HFD Fire Prevention Month Video
- BCOH Pedestrian Safety :30 Spots
- Stormwater Program Informational Meeting
- "Experience Downtown Hagerstown" :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 9,685 user visits for the week of October 7-13, 2019.
- The most popular top entrances (the first page users accessed on the website):
 - Home Page 2,056
 - Utility Billing Page 896
 - Calendar Page 467
 - Harvest Hoedown Page 307
 - Police Page 235
 - Hager House Page 217
 - Bids Page 153
 - Jobs Page 148
 - Fairgrounds Park Page 131
 - Parks & Recreation Page 126
- Top Searches:
 - "True"
 - "Jobs"
 - "Trick or treat"
 - "Pay bill"
 - "Harvest Hoedown"

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

Business Development Update:

- DCED staff, County reps, State reps, and the Small Business Development Council staff met this week as part of an on-going collaboration to share information on business recruitment and retention.
- Staff attended the Economic Development Coalition meeting on Thursday in anticipation of activities related to the upcoming Business Appreciation Week.

Main Street: Planning continues for the Christkindle Markt event. The Organization Work Group met this week.

Farmers Market:

- Harvest at the Market
Saturday, November 2nd
9 a.m. – 12 p.m.
Pumpkin giveaway, cider tastings, live music, food samples, door prizes

Events:

- Staff coordinated a meeting with the City Logistics Team and Alsatia Club representatives to review details of the Mummers Parade.
- Upcoming events include
 - *Ghost Tours of Historic Hagerstown*
Friday, October 18th
Haywagon Tours at 7 p.m., 8 p.m. & 9 p.m.
For tickets visit Eventbrite <https://www.eventbrite.com/d/md--hagerstown/ghost-tours/>
 - *Music on the Square (Southeast Corner of Square)*
Friday, October 25th
4:30-5:30 p.m.
Featuring musician Lykoh
 - *94th Annual Mummers Parade*
Saturday, October 26th at 6 p.m.
 - *Music on the Square (Southeast Corner of Square)*
Wednesday, October 30th
12:30-1:30 p.m.
Featuring musician Wizdum

FIRE DEPARTMENT

FIRE DEPARTMENT CALLS FOR ASSISTANCE

FIRE DEPARTMENT CALLS FOR ASSISTANCE			
Building Fires	1	Community Risk Reduction	235
Cooking Fires	1	Public Service	9
Medical Assistance	28	Personal Injury Collision	14
Assist other Fire Departments	11	Fuel/Hazard Spills	1
Automatic Fire Alarms	10	Gas Leaks	2
Investigation: Malicious/False Alarms	1	Downed Power Line	1
Water/Steam Leak	1	Dumpster/Outside Fires	5

Fire Prevention Week: October 6 – 12, 2019: The theme of Fire Prevention Week 2019 was highlighted by staff featured on social media presenting the message “Not Every Hero Wears a Cap. PLAN and PRACTICE your ESCAPE!” HFD strives to prevent fires and teach fire safety every day! However it is realized that emergencies happen – firefighters are ready 24 hours a day 7 days a week to keep families, homes and properties safe. Residents who have planned and practiced a home fire escape plan are more prepared and will therefore be more likely to survive a fire. Plan your Escape!

PARKS & ENGINEERING DEPARTMENT

ENGINEERING DIVISION

1. **319 Summit Avenue.** The State Board of Public Works approved \$105,000 in Program Open Space funds for our acquisition of the former garage. Closing will be scheduled in the next weeks and staff is working on a demolition contract to advertise for bids.
2. **Bicycle & Pedestrian Priority Area.** We are working with the Metropolitan Planning Organization and their consultant to complete a study for pedestrians and bicycle safety in downtown Hagerstown. They are evaluating crash history and will make recommendations for improving safety for pedestrians and bicyclists.



3. **Crosswalks.** Contractors working for the Maryland State Highway Administration are scheduled to begin replacing the brick crosswalks at three intersections on Washington Street and Franklin Street next week; the locations include the Washington Street/Walnut Street, Washington Street/Prospect Street, and Franklin Street/Potomac Street intersections. The existing crosswalks will be removed, and will be replaced with tinted, stamped concrete.
4. **Engineering Statistics**

Traffic issues		
Description	Week of 10/13//19	Calendar Year 2019 TOTALS
Traffic complaints received	5	135
Work Orders completed	5	111
Traffic counts completed	0	52
Construction Projects		
Description	Week of 10/13/19	Calendar Year 2019 TOTALS
Projects advertised for bids	0	8
RFP's Advertised	2	10
Projects under construction	10	12
Projects completed	2	5

PARKS DIVISION

1. **Wheaton Park.** Work continues on installing Tru-Bounce basketball backboards and poles at Wheaton Park. Staff are also installing blacktop pads for bleachers.



2. **Oswald Park.** Staff completed planting a hedge row at Oswald Park where numerous trees were removed due to overgrowth in the power lines.
3. **Municipal Stadium.** As a result of a water leak in the visitor's locker room, staff had to replace the wall paneling and repair the lockers.
4. **Hager House & City Park Train Hub.**
Ghost tours continue at the Hager House, City Park and Train Hub this Saturday, October 19th. Staff are working on a timeline to complete several initiatives over the next several months at the Train Hub. Some goals identified include: inventorying current items, creating a more structured tour, enhancing interpretive labeling inside museum, creating a promotional and educational Train Hub video, evaluating the annual Railroad Heritage Days event and creating new programming for the site, and making preparations for a Grand Re-Opening this Spring 2020.
5. **City Park Lake.** The Cumberland Valley Model Yacht Association is planning a Regatta on Saturday, October 19th. More details can be found by visiting <https://cvmyclub.com/>.

PLANNING & CODE ADMINISTRATION

Zoning Certificates Issued:

- 98 West Washington Street – The Yarn Shop – retail sales of yarn.
- 110 West Franklin Street – Menard Confident Multi Services LLC – tax office.

New Development Cases:

- Lot 4, North Side Wesel Boulevard – CSX Transportation – final plat.
- Lots 1 & 2, South Side Wesel Boulevard – CSX Transportation – final plat.
- North Point Development – 1351 Wesel Boulevard – site plan for warehouse building.
- North Point Development – 1050 Wesel Boulevard – site plan for warehouse building.

Planning Commission: The Planning Commission met on October 16. Commission members approved revisions to the landscaping schedule for West End Baptist Chapel at 59 Winter Street and completed its review of the final package of Land Management Code text amendments. A special meeting will be scheduled in mid-November for the public hearing on the text amendment package.

Historic District Commission: The HDC will be reviewing these applications on October 24:

- 114 East North Avenue – Timothy Perrott – fence.
- 72 West Washington Street – UGO, LLC – façade repairs.
- 208 South Prospect Street – Paul and Alece Drnec – rear addition.
- 98 West Washington Street – The Yarn Shop/Michele Nolan – window and door signs.
- 1019 Oak Hill Avenue – Robert and Edith Miller – fence.

Weekly Activity Report: October 7–11, 2019

PERMITS								
TYPE	NUMBER OF NEW APPLICATIONS							NUMBER ISSUED
Building	8	Residential -	2	Commercial -	5	Other -	1	6
Electric	22	Residential -	15	Commercial -	6	Other -	1	22
Plumbing	12	Residential -	11	Commercial -	1	Other -	0	12
Mechanical	6	Residential -	5	Commercial -	1	Other -	0	6
Engineering Dept.	5							2
TOTAL	53		33		13		2	48
Est. Value of Issued Building Permit Projects:					FY20 Fiscal Year Totals:			
Residential				\$ 5,075.00				\$ 2,633,385.00
Commercial				\$ 603,100.00				\$ 3,795,460.00
Apartment				\$ 0.00				\$ 1,120,200.00
Sign				\$ 0.00				\$ 168,958.00
TOTAL				\$ 608,175.00				\$ 7,718,003.00
Projects of Interest								
- Construct new visitor entrance, security vestibule, Principal's Office and conference room at 1350 Marshall Street - \$125,000								
- Tenant fit out of new building to include offices, plumbing and electric for Electromet at 861 Commonwealth Boulevard - \$450,000								
RENTAL LICENSING PROGRAM YEAR: JULY 1, 2018 – JUNE 30, 2019								
					PROPERTIES			UNITS
Registrations received week of Oct. 7 – Oct. 11					6			8
New applications issued week of Oct. 7 – Oct. 11					1			1
Total 2019-2020 registered (includes additions and subtractions since 5/2/19)					3,548			9,160
Percentage of rental license renewals that have registered for the 2018-2019 license year					93.0%			95.3%
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		\$ 650						
Weekly adjustment/credits		\$ 675						
INSPECTIONS								
TYPE	NUMBER CONDUCTED							
Building	78							
Electrical	38							
Plumbing	23							
Mechanical	9							
Safety	25							
Neighborhood Vitality	62							
Quality of Life	14							
Preventive Maintenance	32							
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:	1,267	Field Interviews:	19
Arrests/Warrants Served:	17	Moving Violations:	33
Domestic Violence Calls:	31	Safety Repair Orders:	0
DUI Arrests:	2	Warnings:	25
Reports Filed:	133		

REPORTS

10/10/19: Officer Brady responded to Madison Avenue for a burglary in progress. Upon arrival the officer observed the front door to be open and the property inside was in disarray. The homeowner stated that she was in bed when she heard noise from the first floor but concluded the noise was coming from the neighbor's house. Shortly after the noise, she saw a male crawling in front of her bedroom doorway. She yelled and ordered the male to "get out of her residence". In the process of fleeing, the suspect knocked over furniture and other household items. The suspect fled to the back yard. The suspect was apprehended when the officer observed the suspect trying to scale a fence in the backyard. The suspect had a bloody elbow which was believed to have happened when he broke the dining room window to gain access into the residence. He was arrested and charged with Burglary 3rd and 4th Degree and Malicious Destruction of Property.

10/11/19: Officer K. Hill was dispatched to West Side Avenue to assist the Washington County Warrant Task Force in serving a warrant. The Task Force was unable to locate the individual who they were looking for, however there were two unattended juveniles in the residence. The two juveniles, ages 9 and 11, stated they are home alone most of the time. Their food for each day is the lunch the school provides for them. The juveniles stated at times they had no electricity in the residence. The officer purchased pizza for the juveniles since they stated they were hungry. The children had no means of reaching their father since they do not have a phone. This report was forwarded to the Child Protective Services and the school that the children attend. No further information is available at this time.

10/12/19: Officer K. Hill responded to Accela Incorporated on West Franklin Street for the report of an individual trespassing on private property. The owner of the business stated he has several no trespass signs posted on his property. He stated that many times he finds sleeping bags, bags of clothing and trash spread out on his property. The owner advised he is seeking assistance from the police. The officer arrested the trespasser and he was transported to Central Booking and charged with Trespass Private Property.

10/13/19: Officer Main was dispatched to Concord Street for a report of malicious destruction of property. The homeowner advised that someone had kicked in her back door sometime around 6 p.m. The estimated damage to the door is \$800. The owner did not observe anything to be missing from her residence. There is a person of interest. No additional information is currently available.

10/14/19: Officer Patterson responded to West Washington Street at the University of Maryland courtyard for a suspicious male. The officer made contact with the caller and she identified the suspicious male. The caller stated the male had been peeking in windows of the University. The officer approached the male and asked for his identification. The male advised that he did not have any identification because his wallet had been stolen. The male provided a name and birth date, however he had trouble spelling his name and he ended up giving two different birth dates. The male then gave another name and birth date. Both names turned out to be false so the officer detained the male for obstructing and hindering a police investigation. Once the male arrived at Central Booking he finally gave his true name and birth date. He was charged and released.

10/15/19: Officer Vogel was on patrol at 1 a.m. in the 400 block of North Locust Street when he observed a black vehicle with no headlights on. As the officer attempted to catch up to the vehicle, the black vehicle struck a parked vehicle. The driver continued traveling onto Fairgrounds Avenue. The officer caught up to the vehicle on Mulberry Avenue and activated his emergency lights. As the driver began to pull over, he swiped another vehicle. When the officer approached the driver, the officer could smell a strong odor of alcohol. The driver's speech was also slurred. It should be noted the officer also discovered the driver's three year old daughter in the back seat in her car seat but not buckled in the seat. The officer asked the driver to exit the vehicle and take a Standardized Field Sobriety Test to which the driver agreed. The driver was unable to complete the tests and he was arrested and charged with Driving While Under the Influence of Alcohol and other related charges. The driver called a family member to come and take custody of his daughter. No further details are available.

PRESS RELEASES

The names of the individuals involved in the fatal accident that occurred on Thursday, October 10, 2019, at Burhans and West Washington Street, have been released. The deceased construction worker was identified as 68 year old Brian Lee Gould of Hagerstown, Maryland. The driver of the silver Infinity SUV was identified as 44 year old Pamela Nete-Ngweng Zama of Bethesda, Maryland.

The driver of the tan Toyota Tundra was identified as 44 year old Michael Douglas Hurd of Sharpsburg, Maryland. The other construction worker who was struck was identified as 36 year old Ryan Lee Wentzell of Knoxville, Maryland. The driver of the construction vehicle is identified as 46 year old Michael Steven Lindsey of Hagerstown, Maryland. The accident remains under investigation.

OTHER NEWS/INFORMATION

Congratulations to the Graduates. The Washington County Police Academy held graduation exercises on Tuesday, October 15, 2019 at the Hagerstown Community College. Congratulations to Officer Ehab Mazloum, assigned to Alpha Platoon; Officer Abel Romero assigned to Baker Platoon; Officer Tyler Repp; and, Officer Joseph Williamson assigned to Charlie Platoon. These officers will now begin their field training and evaluation program. We wish them much success as they continue their law enforcement career with the Hagerstown Police Department.

PUBLIC WORKS

CHART NO. 1 – GENERAL PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	177	177
	University District Deck	393	393
Number of Student Permits	Central, Market, Rochester Lots	25	25
Number of Patrons Using Decks	A & E Deck	1871	1570
	University District Deck	1916	1879
Number of Citations Issued	(Includes Warnings)	224	201
Late Payment Notifications		73	216
Peak Occupancy (%)	A & E Deck	*93% Fri @ 4 PM	89% Wed @ Noon
	University District Deck	57% Tue @ Noon	59% Mon @ 2 PM

*Grand Opening of MD Theatre

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

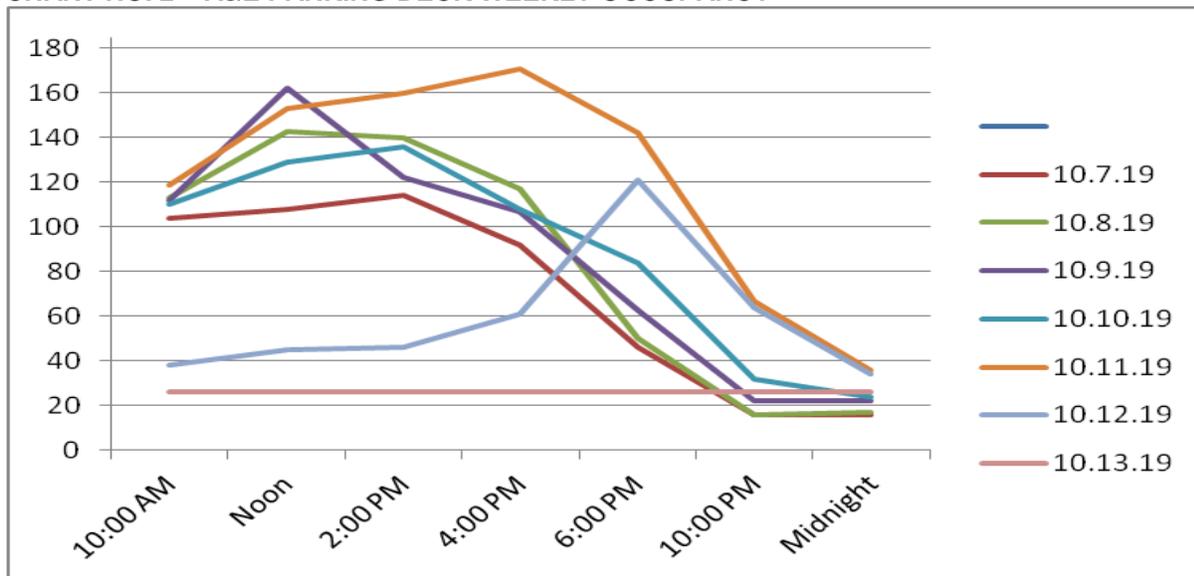
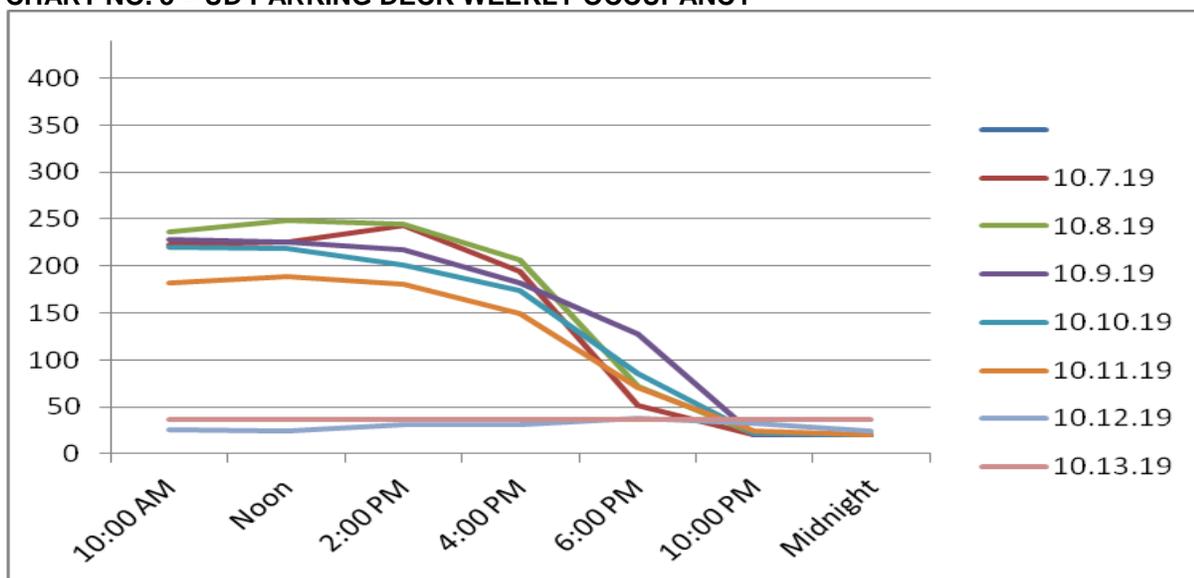


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	0
Fire	0	1
Human Resources	0	0
Light	0	1
Parks & Engineering	4	11
Police	2	9
Public Works	6	10
Wastewater	2	1
Water	2	5
Weekly Totals	16	38
Yearly Total	964	

NOTE: Staff began setting and preparing trucks for winter snow. This work is not recorded in the repair data as a “completed work order.”

AFTER HOUR CALL BACKS

- Thursday 10/10/19 @ 2:30 p.m.: While not officially a call back, staff was required to stay longer hours due to a vehicle accident that destroyed the traffic signal cabinet at West Washington Street and Burhans Boulevard. The two vehicle accident completely knocked the signal cabinet off its base rendering the traffic signals inoperable. This intersection is actually "owned" by MD State Highway (SHA). SHA was contacted and they will be providing a new cabinet with the necessary computers and controllers. Signals were operational by 8:30 PM. Pedestrian signals were restored at a later date.
- Saturday 10/12/19 @ 11:30 a.m.: The rear entry gate to the University District Parking Deck (UD) was vandalized and torn completely down. Staff was brought in to replace the gate.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Service Calls

- Sat. 10/12 - 939 Forrest Drive: Partial outage; customer's meter socket had failed. The service was disconnected until repairs could be made by the homeowner. Time Out: 10.2-11.4
- 939 Forrest Drive: Lineman reconnected service and installed a new meter following completion of repairs by electrician. Time Out: 13.3-14.2
- Sun. 10/13 - 400 Block, Sumans Avenue: Total outage; a squirrel caused a transformer and a line fuses to operate. Time Out: 8.3-9.4
- Mon. 10/14 - 35 Mealy Parkway: Partial outage; internal problem, customer informed to contact electrician for repairs. Time Out: 17.0-18.
- Tues. 10/15 - Various locations: Scheduled overtime-street light patrol in preparation for the annual Hagerstown Mummer's parade. Time Out: 19.1-21.5

Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- Engineering staff completed designs for multiple capital and maintenance construction projects on HLD's electric system.
- The Staff Engineer continued work on HLD's GIS electric model to provide greater accuracy with our ongoing Arc Flash Hazard analysis study.
- Engineering staff provided various maps to HLD's distribution dept. for vegetation management activities.
- Engineering staff began fabricating adapter plates for future lighting along the City of Hagerstown Cultural Trail.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, October 9, 2019	4.84	0.04
Thursday, October 10, 2019	4.75	0.04
Friday, October 11, 2019	4.51	0.00
Saturday, October 12, 2019	4.38	0.00
Sunday, October 13, 2019	4.45	0.00
Monday, October 14, 2019	4.63	0.00
Tuesday, October 15, 2019	4.56	0.00
Weekly – Avg. Flow / Total Rainfall	4.59	0.08
Oct – Avg. Flow/Total Rainfall	4.61	1.03

Miscellaneous

- Located leak on Final Clarifier #5 turntable and repaired accordingly.
- Replaced motor starter and faulty wiring on odor control scrubber fan.
- Continued oxygen valve replacement on Oxygen Aeration Basin.
- Replaced pulley and belt on #1 Pista Grit blower.
- Cleaned cooling tower at O2 Building.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	#15, #21	1,123'	187	15
Flushing	#29	7,393'		

Collection System Maintenance Task

- Pump Station #18, built new steps and landing to better view control screen.
- Pump Station #21, began programming new SCADA Unit.
- Pump Station #26, tore down and repaired blower, built new steps and landing to better view control screen.
- General pump shop repair work.
- Added chlorine tabs to wet wells for Pump Stations #8 and #26 to control odor.
- Grinder Pump call, 1616 Woodlands Run, reset breakers and advised home owner to replace two-pole 15 AMP breaker.
- Epoxied bench and inverts of Manholes #24007, 24010, 24012 and 22157.
- 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	1	0	0	0	0	0	1
YTD 2019	33	38	14	2	4	57	148

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

Engineering

- Collection System Rehabilitation was recently completed in two locations. A total in excess of five hundred feet of main was relined plus eight lateral installations and television inspection for future work.

WATER DIVISION

Plant Flows - System Demand (MGD)

Date	Willson	Breichner	Total
10/10/19	10.92		10.92
10/11/19	10.51		10.51
10/12/19	10.04		10.04
10/13/19	9.96		9.96
10/14/19	10.64		10.64
10/15/19	10.37		10.37
10/16/19	10.12		10.12
Average			10.36

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 made to the gate opener.

Water Production at Breichner/Edgemont Reservoir. The Edgemont Reservoir pool elevation is currently at 1.9 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.

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 valve was replaced at the intersection of Marshall Street and Wyoming Avenue.

Laboratory

- Collected distribution samples to monitor for nitrification.
- Submitted Lead and Copper report to MDE.
- Collected sample from the Mack tank.
- Collected TOC removal efficiency samples for October.
- Process and regulatory testing were routine for the week.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	-	-
Preliminary Plats	2	-
Final Plats	2	-
Replat	-	-
Grading Plan	-	-
Building Permits	10	6

- Staff met with a consultant to discuss a proposed large warehouse to be located on Wright Road.

- Staff met with a consultant for final approval of a proposed commercial development on Virginia Avenue.



Respectfully submitted,

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

Scott A. Nicewarner
City Administrator