

CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 45 FOR 2019



November 15, 2019

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

NOVEMBER 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 3pm Executive Session 4pm Work Session	6 7:30am Pre-Legislative Forum with Washington County Delegation @ HCC – CPB 11am Meet with Washington County Delegation @ HCC -- CPB	7	8	9
10	11 HOLIDAY CITY OFFICES CLOSED	12 11:30am Boards & Commissions Appreciation Luncheon 2pm Joint Meeting with Washington County Commissioners @ City Hall Council Chamber 4pm Work Session	13 7pm Hagerstown Planning Commission Meeting	14 4pm Board of Traffic & Parking Meeting 4:30pm Hagerstown Historic District Commission Meeting	15	16
17	18	19 4pm Work Session	20 7pm Board of Zoning Appeals Meeting	21	22	23
24	25	26 7pm Regular Session	27	28	29	30

COMMUNICATIONS DEPARTMENT

This Week's Headlines & Media Releases:

- Washington County Delegation Hears Legislative Wish Lists
- South Potomac Street Traffic Lane Could be Open in a Few Weeks
- Hagerstown Police Seek Info on Damage to Parking Deck Gate
- Corderman Explores Another Option in Dealing with Prisoner Releases
- Washington County Administrator Robert Slocum Resigns
- Hagerstown and County Work on Plans for Abandoned Houses and Emergency Services
- Two Hagerstown City Council Members to Host Forum About Downtown Crime Perceptions
- Christkindl Markt Moves to Two Days this Holiday Season
- Press Release: City Veterans Day Observances
- Press Release: Young Adult Solution Center Grand Opening
- Traffic Advisory: West Washington Street

This Week's Video Projects

- Mayor & Council Special & Work Session
- Mayor & Council/Wash. Co. Commissioners Joint Meeting
- Great American Smoke Out 2019 Video Editing

Channel 25 Hub City Now Programming:

- ChristKindl Markt/Holly Fest/Tree Lighting Promo :30 Spot
- Great American Smoke Out 2019 Video
- City Park Lighting :30 Spot
- WGP "Act Now" :30 Spot
- BCOH Pedestrian Safety :30 Spots
- Stormwater Program Informational Meeting
- Mayor & City Council Meeting—Thursday at 7pm, Saturday at 9am, and Sunday at 9am & 3pm
- MTA Commuter Connection

City Website:

- www.hagerstownmd.org attracted 8,905 user visits for the week of November 4-10, 2019.
- The most popular top entrances (the first page users accessed on the website):
 - Home Page 1,986
 - Utility Billing Page 978
 - Police Page 263
 - Jobs Page 197
 - Bids Page 170
 - Firefighters Page 138
 - Election Page 130
 - Fire Page 114
 - Dine Downtown Page 97
 - Parks & Recreation Page 93
- Top Searches:
 - "True"
 - "Jobs"
 - "Pay bill"
 - "Water"
 - "Permits"

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

Business Development: DCED staff sponsored a table at the Economic Summit. City elected officials and staff attended. Anirban Basu's presentation included forecast trends on a global, National and State level and how they relate locally.

Celebrating Business: A grand opening and ribbon cutting for the Young Adult Solution Center will be held on Tuesday, November 19, 12:30 p.m. The Center is located at 200 North Prospect Street in Suite 300. The Young Adult Solution Center, a program of Horizon Goodwill Industries, works with people ages 18-24 to provide job readiness training, financial education, life skills classes, and onsite access to community partners.

Events: Staff continues to prepare for upcoming events:

- Christkindl Markt: Saturday, November 30 from 10 a.m. to 4 p.m. | Sunday, December 1 from 12–4 p.m. at University Plaza
- Hollyfest: Saturday, November 30 at 1:30 p.m. at The Maryland Theatre
- City Center Tree Lighting: Saturday, November 30 | 4-6 p.m. at Public Square

FIRE DEPARTMENT

FIRE DEPARTMENT CALLS FOR ASSISTANCE			
House/Apartment Fires	1	Community Risk Reduction	314
Building Fires	0	Public Service	5
Medical Assistance	23	Personal Injury Collision	11
Assist other Fire Departments	11	Fuel/Hazard Spills	1
Automatic Fire Alarms	10	Bomb Scare	1
Downed Power Lines	2	Investigation: Carbon Monoxide Incident	1
Water/Steam Leak	2	Dumpster/Outside Fires	2

PARKS & ENGINEERING DEPARTMENT

ENGINEERING DIVISION

1. **Electronic Recycling Event.** One tractor load of electronics and one load of paper for shredding were collected. So many residents expressed their appreciation with this event. The document destruction was an excellent add-on this year. We maxed out every bin the document truck could hold.



2. **Eastern Boulevard Closure.** CSX will be making repairs to the Eastern Boulevard crossing in the next week or two. When they close Eastern Boulevard north of Jefferson Street, they will set up a northbound detour through Jefferson/Cleveland/Franklin/Locust and a southbound detour through North Potomac and East Washington Streets.
3. **North Cannon Avenue.** North Cannon Avenue is being converted to become one-way northbound on November 14th. The centerline will be removed and Public Works will alter the traffic control signs to make this a one-way street. We issued a press release and we issued a Traffic Advisory. Letters were also delivered to the area residents.
4. **Pavement Marking Contractor.** Our contractor was in town several days this week and they are slowly getting caught up. We expect them to complete the long lines on Friday. They still have to complete parking spaces on several streets, the police building, as well as bike lane symbols and patches. They also updated railroad crossing markings.
5. **Engineering Statistics**

TRAFFIC ISSUES		
Description	Week of 11/10//19	Calendar Year 2019 TOTALS
Traffic complaints received	3	144
Work Orders completed	1	118
Traffic counts completed	0	54
CONSTRUCTION PROJECTS		
Description	Week of 11/10/19	Calendar Year 2019 TOTALS
Projects advertised for bids	0	8
RFP's Advertised	0	10
Projects under construction	6	13
Projects completed	0	7

PARKS DIVISION

1. **#HagerstownGivesThanks Community Campaign.** Staff is conducting a social media campaign to celebrate community and create more awareness of our department. We are visiting our program partners, sponsors and City departments over the next 2-3 weeks with a whiteboard and marker asking "What are you thankful for?" These photos will be posted on Facebook to engage our followers and help strengthen a positive image for our community,
2. **City Park Train Hub.** Staff has built a list of Overstock Inventory at the Train Hub and prepared lists of items that will be auctioned on surplus sale, donated, or taken to Cochard/Conservit for disposal.
3. **Parks Work This Week.**
 - City Park Tree Lighting Prep – Work continues on constructing docks for the new Christmas tree lighting decorations
 - Park Amenities – Work continues on installing ADA bleachers and pads in various parks.
 - Tree Maintenance – We continue to remove or trim trees as needed.
 - Winterization – As we winterize our facilities, we update the systems as needed.
 - Grounds Maintenance – Updating and/or adding mulch around play equipment.

PLANNING & CODE ADMINISTRATION

Zoning Certificates Issued:

- 67 Eastern Boulevard North – Kabob Dlite, LLC – restaurant.
- 54 East Franklin Street, Suite A – Hairstyles & Smiles – hair braiding shop.

Planning Commission: The Planning Commission discussed the comments received during the public review meeting and comments received from the Maryland Department of Planning for the 2018 Comprehensive Plan Amendments (visionHagerstown 2035). After consideration, the commission voted to recommend the amendments to the Mayor and Council.

The Planning Commission will be holding a special meeting on Tuesday, November 19, for a public review meeting on the 2019 Land Management Code Text Amendment Package.

Weekly Activity Report: November 4-8, 2019

PERMITS								
TYPE	NUMBER OF NEW APPLICATIONS							NUMBER ISSUED
Building	11	Residential -	6	Commercial -	3	Other -	2	10
Electric	10	Residential -	3	Commercial -	7	Other -	0	10
Plumbing	25	Residential -	11	Commercial -	3	Other -	11	25
Mechanical	30	Residential -	16	Commercial -	3	Other -	11	30
Engineering Dept.	13							13
TOTAL	89		36		16		24	88
Est. Value of Issued Building Permit Projects:					FY20 Fiscal Year Totals:			
Residential				\$ 178,900.00				\$ 3,178,572.00
Commercial				\$ 205,050.00				\$ 4,854,058.00
Apartment				\$ 28,800.00				\$ 1,120,200.00
Sign				\$ 0.00				\$ 181,999.00
TOTAL				\$ 412,750.00				\$ 9,335,129.00
Projects of Interest								
<ul style="list-style-type: none"> - Tenant fit out for Saffron Bakery at 287 Eastern Boulevard - \$89,000 - Tenant fit out for Sloan School of Music at 263 Eastern Boulevard - \$100,000 - Foundation stabilization with 19 push piers at 1028 Matthew Court - \$40,000 - Construct single family home at 12420 Gemstone Drive - \$105,000 								
RENTAL LICENSING PROGRAM YEAR: JULY 1, 2018 – JUNE 30, 2019								
					PROPERTIES	UNITS		
Registrations received week of Nov. 4 – Nov. 8					0	0		
New applications issued week of Nov. 4 – Nov. 8					1	1		
Total 2019-2020 registered (includes additions and subtractions since 5/2/19)					3,565	9,199		
Percentage of rental license renewals that have registered for the 2019-2020 license year					93.4%	95.8%		
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		\$ 0						
Weekly adjustment/credits		\$ 0						
INSPECTIONS								
TYPE				NUMBER CONDUCTED				
Building				31				
Electrical				33				
Plumbing				15				
Mechanical				6				
Safety				28				
Neighborhood Vitality				33				
Quality of Life				16				
Preventive Maintenance				3				
Planning & Zoning				2				

INSPECTIONS KEY:	
Categories of Conditions	
Safety	Conditions which are or reasonably present a hazard to occupant or public. <u>Example:</u> No smoke alarms, improper wiring, handrails
Neighborhood Vitality	Conditions which cause or tend to cause diminution to property <u>Example:</u> Weeds, trash, debris, junk vehicles, deterioration of a structure.
Quality of Life	Conditions which negatively impact occupants. <u>Example:</u> Damaged surfaces, damages elements, missing screens
Preventive Maintenance	Conditions which are technical violations and need addressed to prevent deterioration. <u>Example:</u> Mortar deterioration, clogged gutters, minor rotting wood
Planning & Zoning	Conditions which violate Land Management Code requirements (zoning, forest conservation, floodplain, historic district and other requirements) and progress inspections of development projects for site plan compliance. <u>Examples:</u> Uses not permitted in property's zone, construction of new facilities, follow up inspections on open violations.

POLICE DEPARTMENT

STATS

Calls for Service:	1,137	Field Interviews:	10
Arrests/Warrants Served:	25	Moving Violations:	36
Domestic Violence Calls:	22	Safety Repair Orders:	5
DUI Arrests:	2	Warnings:	52
Reports Filed:	144		

REPORTS

11/07/19: Officers Batistig and Repp responded to Broadway for a burglary in progress. Dispatch advised the suspect was wearing a blue sweatshirt and a red striped hat. The victim stated she was in her home when she heard the screen door open. When she investigated she saw a male run from her home. She advised she left that room briefly and when she returned she saw that same male trying to open her window. When he saw that she had returned to the room he fled the scene. The officers searched the surrounding areas but were unable to locate the suspect. No further details are available.

11/08/19: Officer Smith was dispatched to East Franklin Street for the report of shots fired. Officer Smith observed two individuals, a black male and a white female, standing against a silver four-door sedan. The two were identified by their MVA records. The two stated they did not hear any shots fired. Officer Delicati was waved down by two individuals that stated a person from a silver four-door sedan was responsible for firing the shots. Approximately 10–15 minutes later, the same silver four-door sedan arrived back at the previous location. Officers Smith and Delicati initiated a traffic stop while on foot using voice commands and flashlights. Three individuals were detained and information was gathered. The officers obtained enough information to believe the firearm had been secured at the residence of the black male. Permission was granted to search the residence for the gun. A gun was found, that matched the casings from the scene. The gun was confiscated and placed into the police evidence locker. The investigation is on-going.

11/09/19: Officer Miscannon responded to Salem Avenue for a report of a stolen vehicle. The victim advised she last saw her 2001 burgundy Hyundai on November 8 when she parked it to the rear of her residence. On the morning of November 9 she went to warm up her vehicle but the vehicle was gone. She stated that normally she would secure the vehicle for the night but on November 8 she did not. She stated that approximately a month ago she had lost her extra set of keys to the vehicle. The vehicle was placed into NCIC as stolen. The car was valued at \$4,500. No further details are available.

11/10/19: Officer Thompson responded to Baltimore Street for the report of a credit card theft. The victim stated that she believed that her son's girlfriend had taken her credit card. She advised that her son is currently in prison. There were 182 transactions made with her Capital One credit card. These transactions were made to a prison commissary. The transactions started in June 2019 but the victim just now reported it to the police. The victim was working with Capital One but they were requesting a police report. No further details are available.

11/11/19: Officer Huff was dispatched to Sheetz located on East Washington Street in reference to a male trespassing and throwing trash in the parking lot. It was verified that Officer Batistig served this same male a No Trespass Letter on September 18, 2019. The order stated that the male was no longer permitted on Sheetz property. When the male saw the officers he began to walk away. The officers called to the male to stop but the male did not comply. The officer was able to grab the arm of the male and take him to the ground. The male resisted arrest by placing his arms under his stomach. The officer gained control of the situation, arrested the male, and charged him with Trespassing Private Property and Resisting Arrest.

11/12/19: Officer Filges responded to Martin's Food Market located on Wesel Boulevard for the theft. The victim stated that her purse had been stolen. She suspected it may have been taken by a thin white female who she said seemed to be following her through the store. That female left the store and met up with a male and they fled in separate directions. The officer was able to track the female to AC&T and was able to detain her. The officer located the victim's bank card, driver's license and other items in the suspect's coat pocket. It was also learned that the suspect had an active warrant for her arrest. Watching store cameras it was learned that after the suspects left Martin's Food Market they made their way to CVS and attempted to purchase gift cards with the victim's credit card. When the suspects were unsuccessful in purchasing the gift cards they fled the store and went to AC&T. The victim was a visitor from New York and was not interested in filing charges. The case has been closed.

PRESS RELEASES

On 11/10/19 at 11:35 p.m. officers from HPD responded to the 700 block of Dale Street for a report of shots fired. Upon arrival, officers located a 17 year old male suffering from a gunshot wound. The male was transported to Meritus Medical Center with non-life threatening injuries. A K-9 track of the area was conducted but no suspect was located. HPD is seeking the public's assistance. If you witnessed the incident or have any information about the incident, please contact Detective Brashears at 301-790-3700 X238. If you wish to remain anonymous please email crimetip@hagerstownpd.org.

OTHER NEWS/INFORMATION

HPD Attends Training at Turning Point. On November 8th, several officers from the Hagerstown Police Department attended valuable Crisis Intervention Training sessions (CIT) at Turning Point of Washington County on North Potomac Street. The term "CIT" is often used to describe both a program and training in law enforcement to help guide interactions between law enforcement and those living with mental illness. Turning Point of Washington County provides a range of supportive and therapeutic services for individuals struggling with psychiatric disorders, as well as individuals with co-occurring involving substance abuse issues.

PUBLIC WORKS

CHART NO. 1 – GENERAL PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	178	178
	University District Deck	398	396
Number of Student Permits	Central, Market, Rochester Lots	28	26
Number of Patrons Using Decks	A & E Deck	1694	1801
	University District Deck	2025	2064
Number of Citations Issued	(Includes Warnings)	236	241
Late Payment Notifications		61	48
Peak Occupancy (%)	A & E Deck	86%	100%
		Thu @ 6 PM	Wed @ Noon Sat @ 6 PM
Peak Occupancy (%)	University District Deck	65%	65%
		Wed @ 2 PM	Thu @ 2 PM

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

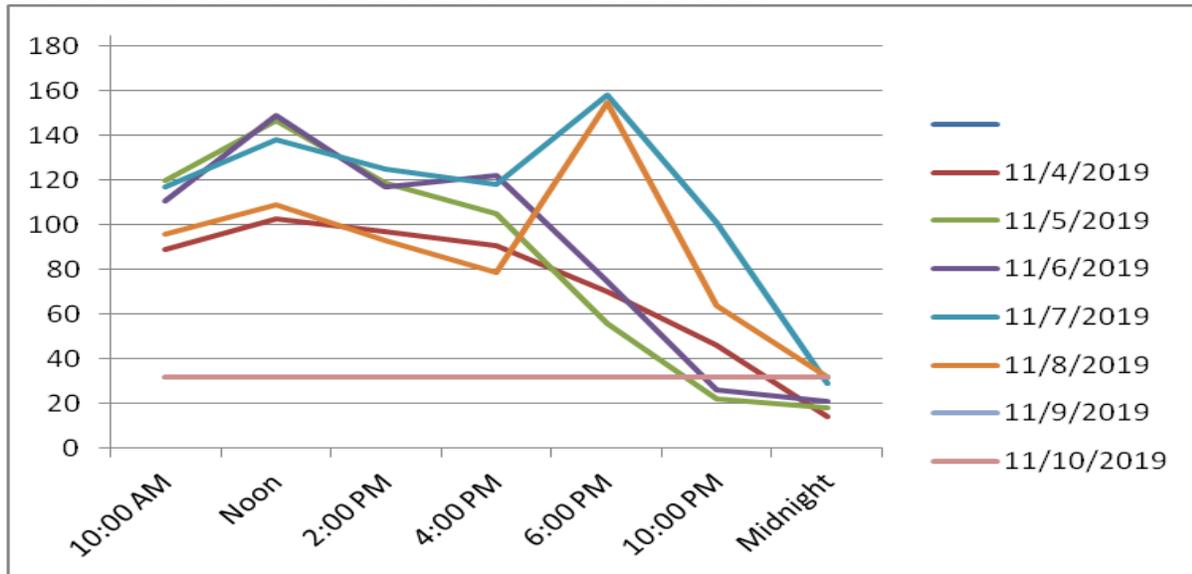
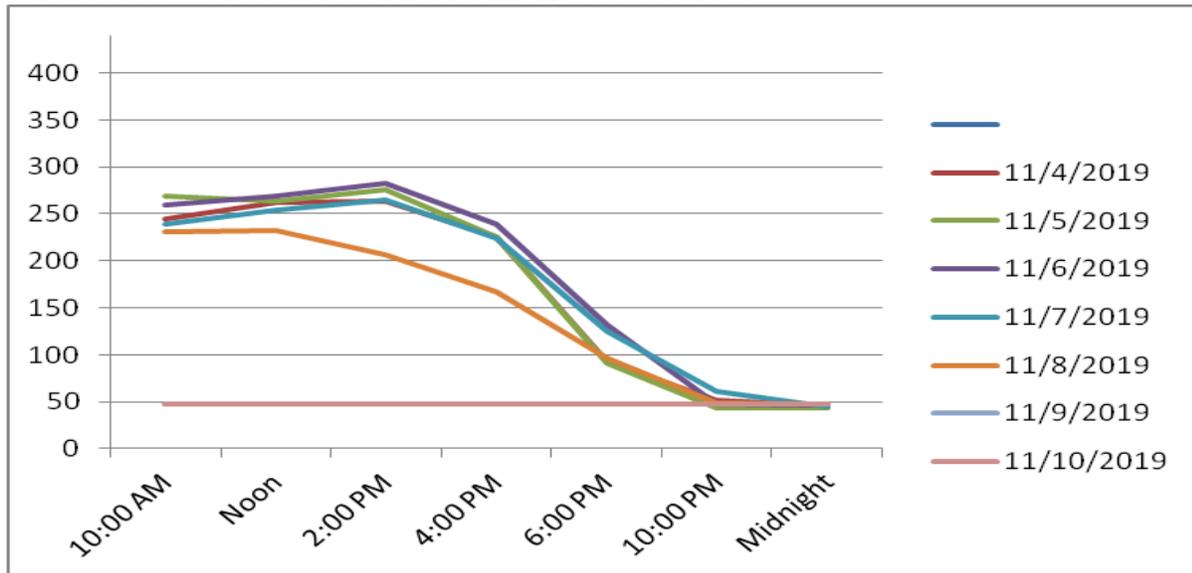


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	0
Fire	1	1
Human Resources	0	0
Light	3	3
Parks & Engineering	6	3
Police	4	9
Public Works	3	3
Wastewater	0	2
Water	3	9
Weekly Totals	20	30
Yearly Total	1065	

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

- Friday, November 1, 2019 @ 8 p.m.: Columbia Gas requested the traffic signals be placed on flash to help with pipeline work on Northern Avenue and Head Road. The gas company had the work scheduled but failed to notify the Signal Department of their needs.
- Saturday, November 2, 2019 @ 7 a.m.: Staff brought back in to Northern Avenue and Head Road to place the traffic signals back on normal operations. The gas company had also hit an underground conduit that needed to be investigated.
- Saturday, November 2, 2019 @ 1:15 p.m.: Traffic signal at Cleveland Avenue and Antietam Street was reported as completely out. Staff called in and found that a blown fuse on the incoming power. City Light was contacted to make repairs and reset the system. Traffic signal returned to normal operations.
- Sunday, November 10, 2019 @ 5 p.m.: Report of a stop sign knocked down at the intersection of Oak Hill Avenue and Prospect Street. Staff responded to install a new sign.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Service Calls:

- Wed. 11/6 - 225 West Side Avenue: Lines down; the triplex service was replaced. Time Out: 16.8-17.8
- Thur. 11/7 - 940 View Street: Total outage; customer's main breaker had tripped. Time Out: 6.7-7.1
- Sat. 11/9 - 32 South Mulberry Street: Total outage; bird caused transformer fuse to operate. Time Out: 7.1-8.4
- Sun. 11/10 - 313 North Cannon Avenue: Total outage; customer's main breaker had tripped. Time Out: 6.6-7.6
- 140 East Franklin Street: Total outage; squirrel caused 20T fuse to operate. Time Out: 7.8-8.5
- 147 North Cannon Avenue: Total outage; customer's main breaker had tripped. Time Out: 8.8-9.7
- 249 North Prospect Street: Pole damaged; vehicle struck utility pole in accident. Line crews secured pole and facilities until follow-up repairs were completed the following business day. Time Out: 15.6-17.4

Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- HLD staff and the substation maintenance contractor began upgrades at the Mitchell Substation to install new voltage regulators and over-current protection reclosers.
- Engineering staff responded to multiple requests for electric service changes and reviewed various lighting requests.
- The Staff Engineer reviewed bids and recommended purchase for materials used in the construction and operation of HLD's electric system.
- Multiple new tools for use by HLD line crews are being reviewed. Field employees will be using demo versions for evaluation.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, November 6, 2019	5.41	0.00
Thursday, November 7, 2019	5.47	0.18
Friday, November 8, 2019	5.44	0.00
Saturday, November 9, 2019	5.20	0.00
Sunday, November 10, 2019	5.24	0.00
Monday, November 11, 2019	5.23	0.00
Tuesday, November 12, 2019	5.41	0.08
Weekly – Avg. Flow / Total Rainfall	5.34	0.26
Nov – Avg. Flow/Total Rainfall	5.63	0.26

Miscellaneous

- Replaced heat trace and insulation as needed for cold weather.
- Finalized control wiring on I/P transducer on OAB.
- Removed faulty drive and gear reducer from Final Clarifier #5 center ring.
- Replaced membranes on DO probes on OAB deck.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	#2,#15,#16,#17	861'	325'	66
Flushing	#30	5,533'		

Collection System Maintenance Tasks

- Grinder pump call, 20312 Parkwood Drive, replaced pump.
- Grinder pump call, 20314 Parkwood Drive, replaced pump.
- Grinder pump call, 1542 Woodlands Run, reset and replaced pressure tube.
- Odor complaint, 1701 Howell Road, will smoke test week of 11-18-2019.
- Pump Station #5, new SCADA system is online.
- Pump Station #21, working on new SCADA system.
- Repaired tamper.
- Installed new plug on Tandem Unit #595.
- Excavated and replaced section of mainline as well as lateral, 384 Key Avenue.
- General pump shop repair work.

Administration

Wastewater Division – Customer Call Log Summary 2018/2019							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	0	1	4	0	0	2	7
YTD 2019	34	42	19	2	4	62	163

Engineering

- Staff met with a property owner regarding the lateral location relative to a duplex dwelling building sewer.
- Water and Wastewater Engineering Division staff met to discuss the pending change in the Water and Wastewater Engineer’s Position.
- Staff met with personnel in the Planning and Code Administration and Parks and Engineering Departments for introductions of the future Water and Wastewater Engineer.
- Staff met with the Benefits and Wellness Administrator to discuss final retirement documentation.

Laboratory

- Prepared surcharges for Industrial Pretreatment.
- Continued updating Synexus database for tracking industrial users.
- Discussed sampling SIUs with County Pretreatment Manager.
- Attended two-day Lachat training.
- Collected sample of raw wastewater for study.
- Prepared reagents for Lachat operation.
- Process and regulatory testing was routine for the week.

WATER DIVISION

Plant Flows - System Demand (MGD)

Date	Willson	Breichner	Total
11/07/19	9.72		9.72
11/08/19	10.08		10.08
11/09/19	9.69		9.69
11/10/19	9.95		9.95
11/11/19	10.23		10.23
11/12/19	9.94		9.94
11/13/19	10.19		10.19
Average			9.97

Water Production at R. C. Willson

- R.C. Willson and Pump Stations–Staff worked on facility maintenance and routine preventative maintenance.

Water Production at Breichner/Edgemont Reservoir. The Edgemont Reservoir pool elevation is currently at 2.2 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 service line leak was repaired on Piper Lane.

Laboratory

- Collected 4th quarter DBPs samples.
- Process and regulatory testing were routine for the week.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	-	-
Preliminary Plats	-	-
Final Plats	-	-
Replat	-	-
Grading Plan	-	-
Building Permits	10	3

- Water and Wastewater Engineering Division staff met to discuss the pending change in the Water and Wastewater Engineers Position.
- Staff met with personnel of the Planning and Code Administration and Parks and Engineering Departments for introductions of the future Water and Wastewater Engineer.
- Staff met with the Benefits and Wellness Administrator to discuss final retirement documentation.



Respectfully submitted,

Scott A. Nicewarner
City Administrator