



City of Hagerstown, Maryland Status & Information Report No. 23 for 2012

June 8, 2012

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

JUNE 2012						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 4:30-9:45pm Blues Fest @ City Central Lot	2 12-9:30pm Blues Fest @ City Central Lot
3 12-5pm Blues Fest @ City Park Bandshell	4	5 3pm Executive Session 4pm Work Session	6	7 10am Market Faire @ Public Square	8	9
10	11	12 4pm Work Session	13	14 12:30pm Flag Day Ceremony @ University Plaza	15	16 8am-2pm Fishin' Frenzy @ Pangborn Park
17	18	19 7pm Regular Session	20	21	22	23
24	25	26 No Meeting	27	28	29	30

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

BUSINESS & COMMUNITY RELATIONS DIVISION

1. EVENTS

- **Western Maryland Blues Fest:** Western Maryland Blues Fest was held on May 31, June 1, 2 and 3. The event was very successful. We had high attendance on Thursday, Saturday and Sunday. Friday brought some challenging weather; however, we had a safe event and every entertainer was able to play for the attendees. We are receiving a lot of thank you e-mails and good press.
- **June 7th - Market Faire Begins – 10AM to 2PM:** On Thursday, June 7th Market Faire began in the Elizabeth Hager Lot, the event kicked off the season with six vendors - selling fresh local produce, fresh cut flowers, specialty direct-sales vendors, and much more. We are aiming to building this event to 10 vendors per week. There are currently two vendors waiting to be reviewed for the coming weeks.

- **June 8th- Wind-Down Fridays Begins – 6PM to 9PM:** This Friday is the first Wind-Down Friday of the season. Please join the Maryland Theatre by bringing family and friends to enjoy an evening of great music from various performers throughout the summer season. The event takes place in the Maryland Theatre Courtyard. The doors open at 5:30PM performance at 6PM.
 - **June 15 - Tour of Washington County - 5:30PM:** The kickoff of the Tour of Washington County will occur on Friday, June 15 (5:30PM until 10PM) in City Center. First, there will be bike parade and then showcase cycling races staged like in a Tour De France style.
 - **June 16 - Fishin' Frenzy – 8AM to 2PM:** This delightful day in the park will feature excellent food and a fishing extravaganza open to all senior citizens, children and people with people with disabilities. This is a cooperative effort between MIHI, the City of Hagerstown, the Maryland Department of Natural Resources and the Antietam Bass Masters.
 - **June 16 and June 17 - First Call Weekend - City Park:** This weekend features encampments, living history, family and youth activities, civil war baseball, demonstrations, book signings vendors and more. The Museum of Fine Arts will host a Civil War Ball and will open up the landmark new Civil War Exhibit at the Washington County Museum of Fine Arts.
 - **Upcoming events include:**
 - June 30 - Faire Off the Square – 9AM to 2PM - Benefits Girls, Inc.
 - July 6 - City Center Bike Night
 - June 17 - June 24 - Miss Maryland Pageant
2. **Arts And Entertainment District:** The City has been notified that we are redesignated as an official Arts and Entertainment District in the State of Maryland.
3. **City Market:** Staff are working on the next event at Market, Celebrating Dad at Market, set for June 16th beginning at 7AM. Staff are also working on the 229th celebration for the Market Birthday event that will take place in August.
4. **Some of this Week's Headlines and Media Releases:**
- City Center Hosts "Tour of Washington County" Kick-Off Bike Race
 - Special Olympians Will Carry "Flame of Hope" Through City Center
 - Stay Posted for Blues Fest Weather Updates
 - Advisory: Blues Fest Delay
 - Blues Fest Update: Severe Weather Alert Lifted, Show Resumes
 - Bradford Apartments Receives Crime-Free Certification
 - Traffic Advisory: Bridge Inspections
5. **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:
 - City Center Hosts "Tour of Washington County" Kick-Off Bike Race
 - First Call Weekend: A 150th Civil War Anniversary Expo
 - Walker Performing Arts Celebrates New Home at Academy Theater

- The Greens at Hamilton Run: A New Golf Experience
- Grand Opening for Supreme Buffet
- Tips From Patrol: Officer Rossiter
- HFD Helping You Prevent Fires: Steve Eby
- In production:
 - Multi-Use Center Site Selection
 - Blues Fest Wrap-Up

6. **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.com.
- 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. **New Development Cases:**

- 405 Northern Avenue - American Legion Morris Frock Post #42 – re-plat

2. **Board of Zoning Appeals:** No appeals were filed so the June 20 hearing was canceled.

3. **Planning Commission:** The Planning Commission will discuss the following items at its workshop meeting on June 13:

- Preliminary Consultation: 139 North Mulberry Street - Local Conversion District Overlay
- CY 2011 Annual Report to Maryland Department of Planning
- Land Management Code Revisions - begin deliberations in preparation for making a recommendation to Mayor and City Council

4. **Historic District Commission:** The HDC will consider the following applications on June 14:

- 44 North Potomac Street - Jeff Czerbinski/Washington County Playhouse - signage
- One North Potomac Street - Jocelyn's Closet - signage
- 154-156 South Potomac Street - Green Essence, LLC - replace window
- 102 South Prospect Street - Diane De Laet - garden shed
- 329 North Potomac Street - Leslie Allen - replace deteriorated fascia
- 112 South Prospect Street - Trace Hanes - trash can enclosure
- 27 South Potomac Street - The Maryland Theatre Association - sign and grant
- Workshop: 102 South Prospect Street - Diane De Laet - garden shed in front yard

Discussion and formulation of comments and recommendations to Planning Commission on the Land Management Code Revisions to Section T, "Historic District Review"

5. **Code Administration Weekly Activity Report:** May 29 – June 1, 2012

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	6	Residential -	5	Commercial -	1	Other -	0	7
Electrical	12	Residential -	5	Commercial -	4	Other -	3	12
Plumbing	4	Residential -	2	Commercial -	0	Other -	2	4
Mechanical	6	Residential -	4	Commercial -	2	Other -	0	6
Engineering Dept.	2							5
TOTAL	30		16		7		5	34
Estimated Value of Weekly Issued Building Permit Projects:					Fiscal Year-To-Date Totals:			
Residential	\$ 14,200.00				\$ 5,885,518.00			
Commercial	\$ 58,000.00				\$ 19,489,016.00			
Apartment	\$ 1,000.00				\$ 353,021.00			
Sign	\$ 15,243.00				\$ 403,058.00			
TOTAL	\$ 88,443.00				\$ 26,133,613.00			
Building permit(s) of interest issued this week:								
Exterior and Interior renovation for Checkers at 1720 Dual Highway - \$58,000								
RENTAL LICENSES								
<u>NUMBER</u>	<u>FACILITIES</u>			<u>UNITS</u>				
Registrations Received	0			0				
New Applications Issued	3112			8561				
Total Registered Since 6/1/12	0			0				
% of Those Invoiced	0.0			0.0				
Notes: The 2012-2013 rental license renewals for 8561 units in 3112 facilities were printed and mailed on June 1, 2012. The total booked licensing fee is \$422,950.								
PAYMENT								
Total Payments Received	\$ 0							
Adjustments	\$ 0							
INSPECTIONS								
<u>TYPE</u>	<u>NUMBER CONDUCTED</u>							
Building	39							
Electrical	31							
Plumbing	16							
Mechanical	8							
Safety	22							
Neighborhood Vitality	3							
Quality of Life	8							
Preventive Maintenance	0							

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. Example: No smoke alarms, improper wiring, handrails
Neighborhood Vitality	Conditions which cause or tend to cause diminution to property Example: Weeds, trash, debris, junk vehicles, deterioration of a structure.
Quality of Life	Conditions which negatively impact occupants. Example: Damaged surfaces, damages elements, missing screens
Preventive Maintenance	Conditions which are technical violations and need addressed to prevent deterioration. Example: Mortar deterioration, clogged gutters, minor rotting wood

FIRE DEPARTMENT

1. **FIRE SUPPRESSION**

Calls for service in the first quarter of 2012 were as follows:

Building Fires	25	Cooking Fires	15
Chimney Fires	4	Furnace Malfunctions	5
Trash/dumpster Fires	12	Vehicle Fires	9
Outside Fires	3	Misc. Fires	3
Vehicle Accidents	79	Vehicle accidents involving pedestrians	4
Elevator Rescues	14	Water Rescues	1
Medical Assistance Calls	178	Persons locked in/locked out	12
Spill/leak of flammable material	22	Hazardous materials incident	2
Misc. Hazardous Conditions	4	Carbon Monoxide Incidents	6
Reports of Power Line Down	9	Electrical Fires/Hazards	23
Attempt/Threats to Burn	2	Building Weakened or Collapsed	1
Good Intent Calls	4	Calls Dispatched but Cancelled En Route	2
Smoke Investigations	16	Smoke Removal	1
Malicious False Calls	7	Animal Rescues	1
Assist the Police Department	6	Transfers to Station outside of the City	4
Alarms Due To System Malfunctions	44	Accidental or Unintentional Alarms	49
Flooding Conditions/Water Leaks	4	Public Service Calls for Assistance	2
Unauthorized Open Burning	4	Citizen Complaints	3
Bomb Scare	1	Misc	7
Public Education Details	4		
TOTAL CALLS FOR 1ST QUARTER			592

- Our largest loss fire for the first quarter of 2012 was:
 - ▶ 36 East Franklin Street on January 20, 2012 - \$115,000
 - ▶ Total estimated fire loss for 1st quarter of 2012 - \$175,080
 - During the 1st quarter of 2012 there were seven fire related civilian injuries all minor in nature and no civilian fatalities.
 - During the 1st quarter of 2012 there were two fire fighter injuries ranging from minor to moderate.
 - During the 1st quarter of 2012 City units responded to incidents outside the Corporate Boundary 45 times.
 - During the 1st quarter of 2012 County units responded to incidents inside the Corporate Boundary 46 times.
2. **Cannon Avenue Fire Update.** The cause of the fire at 110–112 North Cannon Avenue on April 23rd was determined to have started in the basement of 110 North Cannon Avenue as the result of an electrical problem with an inappropriately wired night light. The resident continues to improve at Bayview Burn Center in Baltimore.
 3. **Hamilton Boulevard Fire Update.** On June 4th at 9:20 p.m., HFD firefighters rescued five civilians from an apartment building that had a fully involved kitchen fire on the first floor. The fire originated on the stove top and spread to the cabinets above. When the resident of that apartment exited his apartment, he left his hallway door open, trapping residents on the upper floors.

PARKS & ENGINEERING

1. **Potterfield Pool** Attendance for our opening 3-day Memorial Weekend: 495 on Saturday, 385 on Sunday and 643 on Monday for a total attendance of 1,523.
2. **Original Little Heiskell** The Little Heiskell figure was approved for loan to the art museum for our upcoming exhibition, "Valley of the Shadow".
3. **The Greens at Hamilton Run** Signs reflecting the new name of our golf course were installed at the entrances.
4. **Upcoming Events in City Parks**
 - June 9th – University Plaza – Hagerstown Hopes Rally, 1-3 p.m.
 - June 10th – City Park Band Shell - UCF Outreach Ministries, 12-4 p.m.
 - June 10th – City Park Band Shell - Hagerstown Municipal Band, 7:30–8:30 p.m.
 - June 13th – City Park Band Shell – Gospel Concert, 7–9 p.m.
 - June 15th, 16th & 17th – City Park – Civil War 150th First Call Weekend
 - June 15th – Fairgrounds Park North – Relay for Life (thru June 16 am)
 - June 16th – Fairgrounds Park - Soccer Benefit, 8 a.m. – Dusk
 - June 16th – Pangborn Park – Fishin' Frenzy – 8 a.m. – 2 p.m.
 - June 2^{0th} – City Park Band Shell – Gospel Concert, 7–9 p.m.
 - June 22nd – City Park Band Shell - Puppet Show, 8 a.m. – 9 p.m.
 - June 24th – City Park Band Shell – UCF Outreach Ministries, 12-4 p.m.
 - June 24th – City Park Band Shell – Hagerstown Municipal Band, 7:30-8:30 p.m.
 - June 27th – City Park band Shell – Gospel Concert, 7–9 p.m.
 - June 30th – City Park Band Shell – Peter Buys Dedication Concert, 7:30-8:30 p.m.
 - July 1st – City Park – UCF Outreach Ministries, 12-4 p.m.
 - July 1st – City Park – Hagerstown Municipal Band, 7:30-8:30 p.m.

POLICE DEPARTMENT

1. STATS

Calls for Service:	2,073	CDS Arrest:	15
Criminal Arrest/Warrants:	35	DUI Arrests:	3
Moving Violations:	35	Search Warrants Executed:	2
Safety Repair Orders:	13	Field Interviews:	
Warnings:	30	Parking Tickets:	26

2. REPORTS

- 06/02/12: Officer Batistig was dispatched to 450 Northern Avenue (American Legion) in reference to damage to property. Upon arrival, he made contact with the Legion's grounds keeper. The grounds keeper advised that upon his arrival in the morning he discovered the two front lights and announcement sign had been damaged. Both of the spot lights had been kicked over and the center of the sign was damaged. He also advised that there were security cameras around the upper building, but did not think that they would record this part of the grounds due to tree cover. He advised that they would check the cameras and would let HPD know if anything was observed. The damage to the property was estimated at \$1,000 for replacement/repair. No further information at this time.

- 06/03/12: Officer D. Langley was dispatched to 805 Hamilton Boulevard for a reported theft. Upon arrival he made contact with the victim who advised someone had stolen his metal hitch-n-haul carrier. He advised that he stored the item to the rear of his residence off his driveway that is accessible by the alley. He stated the carrier was stored on his fence and had it tied up with some rubber bungee cords. He left his residence at approximately 8:30 p.m. and then returned home 20 minutes later and the carrier was gone. The victim had the carrier custom built and welded. It was built out of steel angle iron and expanded metal and had been painted black. He advised that the carrier had been reinforced with steel rods underneath and had cost him approx \$300 for the metal and to have it welded. There were no cameras and no physical evidence was present to collect. There are no known suspects at this time.

- 06/03/12: Officer Wertz responded to the 100 Block Ray Street for a report of a disturbance involving a knife. Dispatch advised the disturbance was between a male and female and that the male was in possession of a knife. Upon arrival, Officer Wertz made contact with the victim on the street in front of 130 Ray Street and at that time confiscated the knife. The victim advised that an intense argument occurred with another individual in the middle of the street. She advised that during the argument the other individual pulled a folded knife from his pants. He held the knife about a foot from her body. She advised she felt threatened and scared that she was going to get stabbed, so she screamed for her friends to call the police. A witness supported the victim's account of the incident. The individual that displayed the knife will be charged with assault 2nd degree.

PUBLIC WORKS

1. **Blues Fest Activities:** Blues Fest was another great success this year in spite of some bad weather Friday night. Public Works assisted with the logistics end of the program including fencing, trash collection, signs, chairs, tables and a host of smaller items. Everyone involved did a great job of making this a fantastic event.

2. **Memorial Boulevard Bridge and Flood Waters:** Memorial Boulevard continues to be closed to traffic from South Potomac Street to Maryland Avenue. The railroad underpass has flooded several times and now the water simply will not recede. Several attempts at pumping the water down have proven futile as the water continues to backflow out of the storm drains. The original underdrain was installed in 1923 and details of its construction are sketchy. The best that can be determined is that the drain was placed under the main sewer line to carry ground water away from the sewer line. For some reason, the line is not draining properly. Several departments are looking at what has changed to cause this water to backflow and why it is not exiting properly. Until then, the road remains closed.

3. **Parking Plan Now Complete:** The parking plan has been completed by Rich & Associates. Staff will be taking this to the Mayor and Council on Tuesday, June 12th for review. There are multiple recommendations made within the plan including some minor parking rate changes and the installation of wayfaring signs. The elected body will have to decide if they wish to implement any, all or none of the recommendations. Once the plan has been presented to the council, the intent is to post the plan in its entirety on our website.
4. **Mutt Mitt Bags:** The council expressed an interest in placing more mutt mitt bags in the downtown. These bags are used by dog owners to cleanup any mess left behind by their dogs. There are currently six mitt stations downtown and another ten dispensing units have been placed on order. The dispensers should arrive the week of June 11th and will be installed shortly thereafter.

SUPPORT SERVICES & INFORMATION TECHNOLOGY

1. **MUNIS**
 - **Utility Billing:** All routes for Water/WW and Electric should have billings out to customers by Monday, June 11. There have been the expected challenges along the way during this first month of implementation but we have experienced minimal billing and service errors as a result. We continue to monitor the system closely and provide resolution to any issues as quickly as possible.
 - **Time Reporting:** Staff will meet next week to discuss the process of staff time reporting. We currently use time clocks and time cards that are hand entered and provided to a staff person to enter in manually to the MUNIS payroll system. The time cards that are printed each week and distributed with the pay checks/advices are printed on the 30 year old line printer used for the HP3000 and is the only function that printer has. The machine that folds/stuffs the 70 or so pay checks/advices that are still sent to staff each week is the only function this machine has as well. We would look to either utilize the existing MUNIS system's Employee Self-Service for time entry, or look at third-party options that integrate with MUNIS to provide this operation.
 - **Web Payment Portal:** In the first month of operation of our new online bill payment web site, we have registered over **2,000 utility customers** for payment of their bills. Reviews of the new system we have received to the Customer Service email account have been 90% positive, and we hope that the remaining 10% continue to try the site and see the additional features available to them. We will be opening the payment portal up to our tax customers in July.
2. **TAX OPERATIONS.** Staff are beginning the process of creating the 2012/2013 tax roll billings. We have received the State file two weeks ahead of schedule providing us time to add the new feature of showing the actual tax credits being received by taxpayers (annexations, enterprise zone, Community Legacy, etc.) on the tax bill. This will provide the taxpayer with an actual "taxes owed" on their bill, instead of showing the gross tax, then providing them a hand-typed voucher they must return to receive the credit. This is a major time saving feature provided through MUNIS, and satisfies a regular wish of our taxpayers to show credits in the same form as the County does.
3. **UTILITY PAYMENT LOCKBOX.** Information is being provided to The Columbia Bank/Fulton Financial for the implementation of the utility payment lockbox process in July. All utility payments will continue to go to P.O. Box 1498. However, instead of staff receiving the mail, opening it, and entering it into the system the mail will be couriered to Fulton Financial offices near Lancaster and processed electronically. We will receive a file each day that will be imported into MUNIS and payments applied to accounts. This process will cut between three and five days (upwards of seven when having three day weekends) off the time it takes from when a payment hits the P.O. Box until the funds are deposited into our account.
4. **ONLINE BANKING/PAYMENT PROCESSING CHANGES.** Staff are working with the banks that allow for the online payment of utility bills through the bank's website to automate the actual transfer of funds from their institution to our bank account. Currently, each bank that takes a utility payment from one of our customers sends us a check (or multiple numbers of checks) that we must process manually into MUNIS. We are now requiring that these institutions (PNC BANK, SUSQUEHANNA BANK, etc.) provide us an electronic file of the payments being made that we can enter into MUNIS and process into our depository account automatically. We hope to have this process complete by August. Again, this will significantly reduce the lag time from payment to deposit.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

1. **Problem Areas.** Recent call-outs included:
 - Fri. 6/1 - 605 Pennsylvania Avenue- total outage; squirrel caused transformer fuse to operate, (1) 10T fuse was replaced to restore power. Time Out: 5.7-6.8
 - 2 West Howard Street- line down; line was found to belong to Verizon. Time Out: 18.8-19.4
 - Sat. 6/2 - 232 & 268 South Potomac Street- total outage; squirrel caused line fuse to operate, (1) 30T fuse was replaced to restore power. Time Out: 6.3-7.0
 - 31 South Prospect Street (Rear)- lines down; large tree branch tore service wires and meter from garage, meter was removed temporarily until repairs can be made by electrician. Time Out: 11.9-12.8
 - 709 Interval Road- tree on line; Lineman cut tree branch away from triplex wires to correct problem. Time Out: 21.7-22.7
 - Sun. 6/3 - 559 Liberty Street- total outage; bird caused transformer fuse to operate, Lineman replaced (1) 10T fuse to restore power. Time Out: 6.8-7.7
 - 519 Guilford Avenue- total outage; tree limb fell against power lines causing transformer fuse to operate, (1) 10T fuse was replaced to restore power. Time Out: 12.7-13.7
 - Tues. 6/5 - 840 Mulberry Avenue- partial outage; customer's breaker was found to be tripped causing partial power; breaker was re-set to correct problem. Time Out: 4.9-5.5

2. **Distribution** Recent activity included:
 - Metering Department received one high bill complaint this week; upon testing, meter was found to have met all Public Service Commission requirements.
 - Line crews have started annual feeder inspections for Wesel Substation.
 - Line crews continue trimming trees in various residential locations.
 - Line crews have been assisting the Engineering Department with re-vamping and other maintenance related to the Carroll Heights project.
 - Line crews performed various service upgrades and meter installations.
 - Continued with pole inspections and re-tagging throughout the City.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
23	0	7	0

3. **Engineering** Staff worked on the following projects:
 - The Engineering group is coordinating efforts with the contractor for the Washington County Library for the permanent service. With the widening of Cramer's Alley, there are several services, transformers, poles, and etc. to relocate
 - Engineering staff reviewed multiple submissions for upcoming work being done in the City.
 - Staff performed the addition of streetlight circuits in HLD's electric GIS model.

4. **Administration:**

- Presently have a fixed price purchase power contract through May 31, 2014 with First Energy Solutions (formerly Allegheny Energy Supply). Staff has been requesting and reviewing fixed purchase power costs beyond this expiration date to prepare for either another extension or advertisement of an RFP.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, May 30, 2012	12.98	0.00
Thursday, May 31, 2012	11.27	0.00
Friday, June 01, 2012	11.27	0.94
Saturday, June 02, 2012	12.37	0.00
Sunday, June 03, 2012	11.24	0.00
Monday, June 04, 2012	10.74	0.03
Tuesday, June 05, 2012	9.91	0.00
Weekly Average/Total	11.39	0.97
Monthly Average/Total	11.11	0.99
Yearly Average/Total	7.49	14.43

Wastewater Treatment Plant

- The WWTP continues to operate within its permitted parameters.
- Mike Calandrella from Intergraded Solutions Technologies was in to continue working on the Oxygen Aeration Basin upgrades.
- Ford Hall was in to complete yearly maintenance on the final clarifiers # 4 and # 6 brush systems.
- On June 1, 2012 the plant experienced heavy rains again, 0.94 inches without any major impact to the plant operations. The hourly peak was 19.9 MGD.

Wastewater Collection System

Activity	Districts	L. F. main	Feet of lateral	# Inspected
CCTV Inspection	0	0	0	0
Flushing	1	9,138		
Point Repairs		# of Repairs	Reason	L.F. of Repairs
Main Line Only	5	1	Roots, cracked pipe	76
Lateral Only	5	1	Roots, cracked pipe	5

Collection System Maintenance Task

- **Pump Station**
 - Reset multiple alarms caused by thunderstorms at stations 7, 26, 8.
 - Pump control work at station 7 (added a 120v relay to the rear contactor to avoid a faulty alarm).
 - Chemical feed has been draining slowly at station 26 directly to wet well since Monday.
 - Cleaning in district 1, lost the triplex pump controller at station 7, new one ordered.
 - Installed new emergency generator plug at station 5.

- **Manhole:**
 - Inspected district 12 (South Point) for I & I, checked manhole # 10, 11, 16, 17, 18, 19, 20, 21, 22, 30, 3, 48, 119, 125, 127 and 148.
 - Manhole 11 leaks between host pipe and liner 18, 19, and 48 has infiltration through the wall.
 - Manhole 10 has minor infiltration coming from in 8" stub.
- **Miscellaneous:**
 - Started complete main line replacement in Rose Alley, replaced 76 ft. of 8 inch main to date including one wye and backfilled.
 - Replaced hoses, hose clamps, and quick coupler on grease line on unit 594 & 560.
 - Picked up CCTV unit 563 from Rausch Electronic.
 - Decanted unit 527 Jet-Vac.
 - Exercised emergency generators.
 - Dropped Bio-Bags throughout infrastructure to control FOG (Fats, Oil & Grease), and chlorinated wet wells to control odor.

Administration

Wastewater Division – Customer Call Log Summary 2012							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	2	3	0	0	0	1	5
YTD	29	30	9	5	2	30	105

* 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 interceptor under MELP facility has been lined. The contractor is in the process of removing the bypass pumps and restoring the site.

Engineering

- Staff attended a development review meeting at the County Planning Office.
- Staff inspected the conclusion of the 54" main trunk pipe lining process and initial stage of the by-pass pump system dismantling.

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.
- The final quarter of Whole Effluent Toxicity testing was completed and the results sent to the MDE. Also, results were compiled and forms filled out for the application of renewal of our discharge permit.
- The lab collected, tested, and processed over 2,000 regulatory and process analyses from the treatment stream for the month of May.
- 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>
5/31/12	12.23		12.23
6/01/12	11.72		11.72
6/02/12	11.61		11.61
6/03/12	11.35		11.35
6/04/12	12.03		12.03
6/05/12	11.72		11.72
6/06/12	12.11		12.11
Average			11.82

Water Production at RC Willson

- Operations
 - Completing routine PMs.
 - Performing tests at the stations.
- Maintenance
 - R C Willson - Attending the WWOA Annual Short Course.
- Instrumentation
 - Tanks - Working on electrical and signal upgrades.
 - Pump Stations - Working on a problem with Pump #1 at P.S. #3.

Water Production at Breichner

- The Edgemont Reservoir is currently at 0.0'; the bypass is open and the hydrant is open.

Water Distribution

- Distribution crews are working throughout the system performing customer service as needed and are working on testing and repair of large meters. We have completed the replacement of a hydrant on Longmeadow Road. We are continuing to monitor the base zone for pressure spikes using loggers on hydrants throughout the zone. We continue to perform facility maintenance throughout our distribution system.

Laboratory

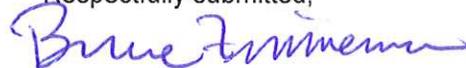
- During the month 93 samples were collected throughout the distribution system and analyzed for microbiological contaminants and other related parameters.
- Process and regulatory testing was routine for the week.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plan	2	1
Simplified Plat	1	
Replat		1
Final Plat	1	
Building Permit	33	4

- Brake Contractors completed construction of a 16" water line on Rt. 60 at Longmeadow Shopping Center.
- Staff attended a development review meeting at the County Planning Office.
- Staff attended an R.C. Willson Water Treatment Plant Phase IV Improvements progress meeting.

Respectfully submitted,



Bruce Zimmerman
City Administrator