

CITY OF HAGERSTOWN, MARYLAND

STATUS & INFORMATION REPORT NO. 48 FOR 2019



December 13, 2019

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

<h2 style="margin: 0;">DECEMBER 2019</h2> <p style="margin: 0; font-size: small;">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</p>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 3pm Executive Session 4pm Work Session	4	5	6	7
8	9	10 3pm Executive Session 4pm Work Session	11 7pm Hagerstown Planning Commission Meeting	12 4pm Board of Traffic & Parking Meeting 4:30pm Hagerstown Historic District Commission Meeting	13	14
15	16	17 7pm Regular Session	18 7pm Board of Zoning Appeals Meeting	19	20	21
22	23	24 HOLIDAY CITY OFFICES CLOSED	25 HOLIDAY CITY OFFICES CLOSED	26	27	28
29	30	31 No M&C Meeting				

COMMUNICATIONS DEPARTMENT

- This Week's Headlines & Media Releases:**
- Feds Award Hagerstown, Washington County More Than \$35K to Fight Crime
 - Junior Gridiron Classic Puts North-South Rivalry in its Traditional Place
 - North Hagerstown Junior Surveys Nearly 1,000 Trees for City
 - Synchronized Lights Added to City Park Holiday Show
 - Doleman Black Heritage Museum Celebrates Opening of Temporary Museum
 - Hagerstown Councilman: Homeless Need a Bathroom
 - Plan to Reduce Number of Hagerstown's Abandoned Houses Could be Running by March

- Press Release: 2020 Imagine Hagerstown Survey
- Traffic Advisory: East Lee Street
- Yard Waste Advisory: Final 2019 Yard Waste Pickup

This Week's Video Projects

- Mayor & Council Work Session
- "Council WRap"
- City Park Lighting Video Footage
- "Hub Bub" Video Podcast

Channel 25 Hub City Now Programming:

- 2020 Hub City 100-Miler :30 Spot
- The Fit Room :30 Spot
- "Celebrate the Holidays in Hagerstown" :30 Spot
- Stormwater Program Informational 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 9,072 user visits for the week of December 2-8, 2019.
- The most popular top entrances (the first page users accessed on the website):
 - Home Page 2,202
 - Utility Billing Page 1,041
 - Police Page 222
 - City Park Lighting Page 206
 - Jobs Page 169
 - Parks & Recreation Page 155
 - Bids Page 138
 - Firefighters Page 132
 - Hager House Page 121
 - Calendar Page 112
- Top Searches:
 - "Online bill payment"
 - "True"
 - "Yard waste"
 - "Pay bill"
 - "Pay water bill"

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

CDBG Public Hearing: The CDBG Needs Hearing for FY21 was held on Wednesday at 5:30 p.m. at the Washington County Free Library. Community members attended the hearing to learn more information about the CDBG application process. Any interested community groups are invited to apply for CDBG Public Service funding until January 10, 2020. Applications are available on the Citizen Participation page of the City's website and at the DCED office.

Business & Community Outreach Update:

- Staff attended the County Commissioner's Board Meeting for review of the water/sewer text amendments on Tuesday.
- Staff attended the Planning Commission Meeting on Wednesday for the development review of NorthPoint Development.
- Staff attended grand openings for The Yarn Shop and MSB Architects this week.

Events: Staff attended the logistics meeting for the Annual Donut Drop. The event will be held in City Center on Tuesday, December 31 from 5-7 p.m.

Farmers Market: Santa will be at the Farmers Market on Saturday, December 14 from 10 a.m. -12 p.m.

PARKS & ENGINEERING DEPARTMENT

ENGINEERING DIVISION

1. **Safe Routes To School Project.** Haven Road and Pennsylvania Avenue will start on Monday December 16th. The only work expected to be completed before Winter is the signal conduit, handboxes, and pole bases at the Pennsylvania/Fairview intersection.
2. **Street Tree Planting.** Street tree planting is expected to begin in the next week or so. Most of the 68 trees will be planted in the downtown area. The contractor has ordered the trees and called Miss Utility for each location. We are inspecting utility markings and giving contractor guidance on whether or not a tree can be planted at each location.
3. **Dale Street.** Assisted HPD with drawings and letters for the proposal to change traffic patterns in the Dale Street area.
4. **Engineering Statistics**

TRAFFIC ISSUES		
Description	Week of 12/8//19	Calendar Year 2019 TOTALS
Traffic complaints received	2	154
Work Orders completed	0	122
Traffic counts completed	1	57
CONSTRUCTION PROJECTS		
Description	Week of 12/8/19	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. **City Park Tree Lights.** New lake tree lights continue the month of December each evening from 5–9 p.m. with dynamic color lights, and 9–11 p.m. with fading white lights. Tune to radio station 102.3 FM when visiting the light display (picture below from Eric Hastings).



2. **Hager House.** The Hager House is decorated for the Holidays! Join us for German Christmas Tours on December 13th, 14th & 15th.
3. **Holiday Gift Idea.** Parks & Rec gift cards make great gifts for the holidays. See the attached for more information.
4. **Rec Programs.** Ham donations are still needed to support the Holiday Ham Drive coming up this Saturday, December 14th. Details on this event are attached.

PLANNING & CODE ADMINISTRATION

Zoning Certificates Issued:

- 50 East Franklin Street – Glitz and Glam Boutique LLC – clothing store.

Planning Commission: The Planning Commission reviewed these matters on December 11:

- Lot 13 – North Side Wesel Boulevard – CSX Transportation – approved the final plat.
- NorthPoint Development – Buildings 1 and 3 – granted a forest conservation variance for removal of seven specimen trees.
- NorthPoint Development – 1351 Wesel Boulevard (Building 1) – Industrial Warehouse – approved the mass grading plan, site plan and waivers, and forest conservation plan.
- NorthPoint Development – 1050 Wesel Boulevard (Building 3) – Industrial Warehouse – mass grading plan, site plan and waivers, and forest conservation plan.
- Lots 11 & 12 – South Side Wesel Boulevard – N.P. Hagerstown Industrial, LLC - final plat and forest conservation easement plat for Lot 11 and “Building 3” (across Wesel Boulevard).
- 2019 Land Management Code Text Amendments – recommended approval of the package of amendments to the Mayor and City Council with several modifications. The package now moves forward to the Mayor and Council for their consideration.

Efficiency in Customer Service: At this week’s Planning Commission meeting, the Commission approved a large series of plans for NorthPoint Development on Wesel Boulevard. This included the first two of four warehouse/office buildings in a development that will total over 2.2 million square feet of building on more than 200 acres. The project anticipates investment of approximately \$133 million and the creation of many jobs in the city. Many agencies within City government have been working closely together and with the developer for nearly a year to bring this project to this stage of approval.

The large, complex series of plans and requests for relief from certain issues necessary to move this project to grading and building permits was submitted by the developer and their engineer, Frederick Seibert and Associates, Inc., on **October 14**. The submittal package included:

- Two very large site plans, which included two waiver requests each.
- Two mass grading plans.
- A forest conservation plan for the first two properties in the development which included the need for a variance from the Forest Conservation Ordinance.
- A subdivision plat for the future development between Lowe’s and the Human Development Council.
- A subdivision plat to create the lots for the two planned buildings on the south side of Wesel Boulevard.
- The forest conservation easement plat for the first two buildings.

The plans were reviewed, revised and made ready for the Planning Commission's approval on **December 11--only 58 calendar days from submission.**

Large Contribution to the Forest Conservation Fund: Due to the fact that NorthPoint Development is on a very large tract that is almost entirely wooded, forest conservation ordinance compliance requirements for this development are steep. The developer is reserving four forest retention areas totaling 13.6 acres between the two sites and will be installing street trees on both sides of Wesel Boulevard along all of its frontage. The project will receive street tree credit for this planting as well. This still left an additional 12.89 acres of planting required by the ordinance. The Planning Commission approved meeting the remaining commitment with a contribution to the Forest Conservation Fund. This will result in between \$182,000 and \$186,000 being made available to the City for forest planting projects. Per the ordinance, the actual fee will be determined based on the rate in effect when paid. The ordinance states that the fee be adjusted for inflation annually on January 1. Therefore, the actual amount paid will depend on when payment is submitted. This plan is only for the first two buildings. Additional forest conservation plans will be required when site plans for the remaining two buildings are filed. This will likely result in additional contributions to the fund, but we cannot determine for sure at this stage.

Weekly Activity Report: December 2–6, 2019

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	6	Residential -	4	Commercial -	1	Other -	1	3
Electric	37	Residential -	30	Commercial -	7	Other -	0	37
Plumbing	3	Residential -	3	Commercial -	0	Other -	0	3
Mechanical	7	Residential -	5	Commercial -	2	Other -	0	6
Engineering Dept.	4							3
TOTAL	57		42		10		1	52
Est. Value of Issued Building Permit Projects:				FY20 Fiscal Year Totals:				
Residential				\$ 15,001.00				\$ 3,922,691.00
Commercial				\$ 4,950.00				\$ 5,220,572.00
Apartment				\$ 0.00				\$ 1,124,700.00
Sign				\$ 0.00				\$ 232,683.00
TOTAL				\$ 19,951.00				\$ 9,880,280.00
RENTAL LICENSING PROGRAM YEAR: JULY 1, 2018 – JUNE 30, 2019								
					PROPERTIES		UNITS	
Registrations received week of Dec. 2 – Dec. 6					3		8	
New applications issued week of Dec. 2 – Dec. 6					2		2	
Total 2019-2020 registered (includes additions and subtractions since 5/2/19)					3,579		9,217	
Percentage of rental license renewals that have registered for the 2019-2020 license year					93.6%		96.0%	
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				\$ 700				
Weekly adjustment/credits				\$ 0				
INSPECTIONS								
TYPE	NUMBER CONDUCTED							
Building	69							
Electrical	33							
Plumbing	28							
Mechanical	8							
Safety	29							
Neighborhood Vitality	30							
Quality of Life	11							
Preventive Maintenance	13							
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:	1,210	Field Interviews:	25
Arrests/Warrants Served:	16	Moving Violations:	45
Domestic Violence Calls:	22	Safety Repair Orders:	2
DUI Arrests:	2	Warnings:	52
Reports Filed:	136		

REPORTS

12/05/19: Officer Wertz responded to East Antietam Street for a report of a burglary. The officer met with the maintenance man for the building who reported he was suspicious that someone was in a vacant apartment. The officer saw an open window and announced through the window that a police officer was entering the apartment. During the search of the empty apartment a black male was located lying on the floor in the second floor attic area. Lying next to the male was a hypodermic syringe, a glass cylinder smoking device and a scouring pad. The male was placed into handcuffs, transported to Central Booking and charged with Burglary 4th Degree.

12/06/19: Officer Decker was dispatched to McDonald's on East Washington Street for a reported fraud. An employee of the business stated that a customer handed her a \$20 bill for payment of his order and she was suspicious of the bill and notified the manager. The manger requested from the customer another form of payment for his order. The customer handed her another fake \$20 bill. The customer then drove away without obtaining his order. It should be noted the customer is an active employee of the business. This case was referred to the Criminal Investigation Unit and the investigation is continuing.

12/07/19: Officer Delicati responded to Calvert Terrace for an Echo Call which is a call for medical help. When Officer Delicati arrived he found a male not breathing and administered Narcan which gave a positive reaction and the male began to breath. There was a family member with the male. Community Rescue Service arrived and began preparing the male for transport. The family member wanted to travel in the ambulance with the male. Following proper protocol, Officer Delicati asked the family member's full name and date of birth. The family member mumbled his name and the officer requested that he repeat his name for which he refused. At that point the family member jumped into the ambulance which hindered the emergency technicians from executing their job. Officer Delicati removed the family member from the ambulance and gave verbal commands to stand back from the ambulance. The family member began to yell loudly, causing a disturbance in the neighborhood. He was subsequently arrested and charged with one count of Disorderly Conduct.

12/08/19: Officer Reese was dispatched to South Potomac Street in reference to a found wallet. The caller stated she saw a pink wallet in the bushes and when she took a closer look she discovered the wallet to be open and cards scattered on the ground. She collected the wallet and the items and called the police. Inside the wallet was a Maryland Identification Card which apparently belonged to the owner. That individual was contacted and she stated she was the owner of a pink wallet but she believed her wallet to be inside her vehicle. When checking her vehicle she discovered her wallet was missing and her vehicle had been rummaged through. Missing from her wallet was her US currency. There are no witnesses and no suspects at this time.

12/09/19: Officer Fuqua responded to Sheetz on East Washington Street in reference to a trespasser on private property. The officer located the male in question and inquired if he knew he was violating a No Trespass Order on him from Sheetz. He stated he did know about the order however he needed to use Sheetz's WiFi. The order was verified as active and the male was arrested and charged with Trespassing Private Property.

OTHER NEWS/INFORMATION

HPD has a New Drug Recognition Expert (DRE Officer). Officer William Decker has been with HPD for 11 years, a DRE Officer for 5 years and a DRE Instructor for the last 3 years. His new HPD DRE partner is Officer Joseph Delicati who has been on the force for five years.

A Drug Recognition Expert (DRE) is a police officer trained to recognize impairment in drivers under the influence of drugs other than or in addition to alcohol. The International Association of Chiefs of Police coordinates the International Drug Evaluation and Classification Program with support from the National Highway Traffic Safety Administration of the U.S. Department of Transportation.

A Drug Recognition Expert must have successfully completed an approved course in the Standardized Field Sobriety Testing before beginning the three-phrase Drug Evaluation and Classification Program. The officer must then pass a final five part test with a score of 100 percent before receiving the title of Drug Recognition Expert.



Officer William Decker



Officer Joseph Delicati

The Hagerstown Police Department is proud to have Officer William Decker and Officer Joseph Delicati as its DRE experts.

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	400	400
Number of Student Permits	Central, Market, Rochester Lots	28	28
Number of Patrons Using Decks	A & E Deck	1578	726
	University District Deck	1756	940
Number of Citations Issued Late Payment Notifications	(Includes Warnings)	288	166
		70	71
Peak Occupancy (%)	A & E Deck	100% Thur @ 6 PM	66% Mon @ Noon
	University District Deck	61% Wed @ 2 PM	55% Mon @ 2 PM

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

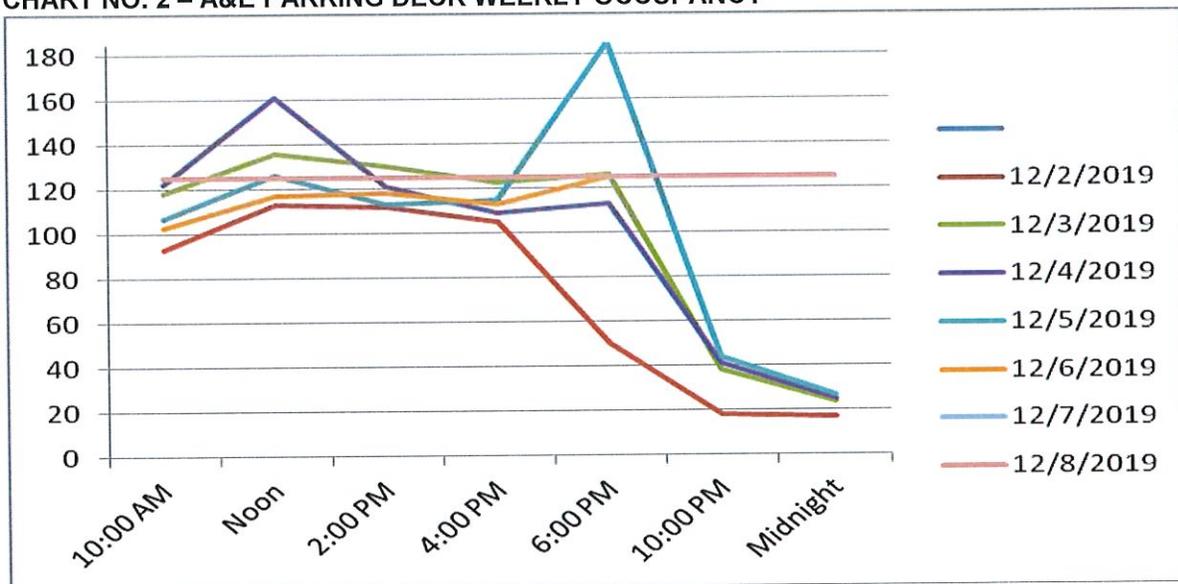
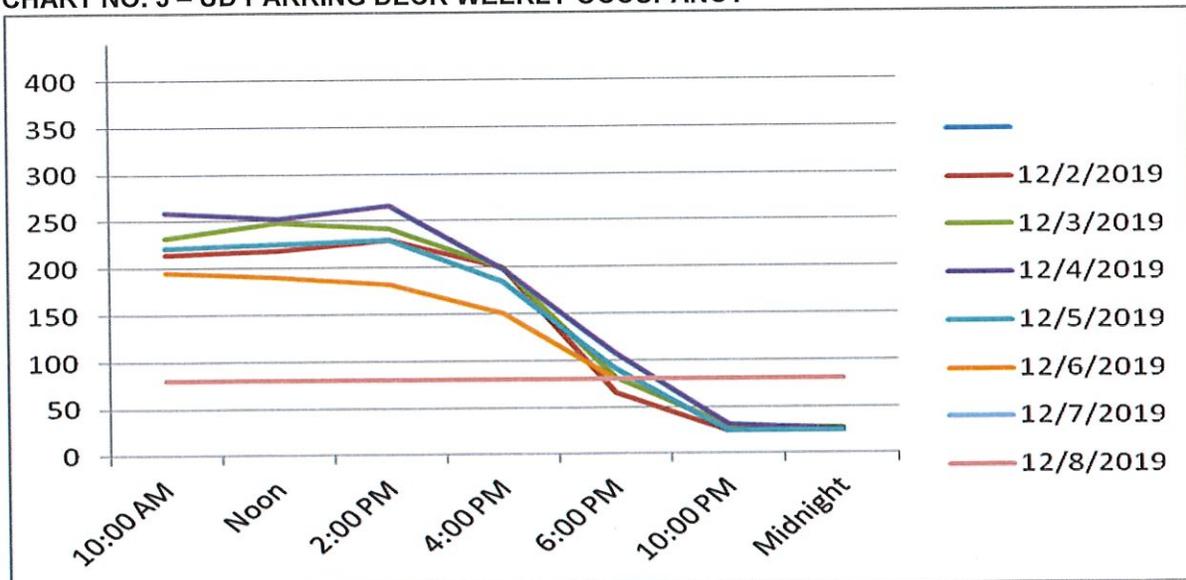


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	0
Fire	0	2
Human Resources	0	0
Light	3	1
Parks & Engineering	3	2
Police	9	5
Public Works	4	2
Wastewater	2	1
Water	6	2
Weekly Totals	27	15
Yearly Total	1159	

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. No call back reports for this given week.

EVENTS. Public Works will be assisting with the Donut Drop which is the final event of the year. The event will be held on Tuesday, December 31st. Staff will provide traffic control devices, posting of streets and additional trash containers.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Service Calls:

- Thur. 12/5 - 531 West Washington Street: System upgrades for HLD. Time Out: 15.0-15.9
- Fri. 12/6 - 32 Elizabeth Street: Disconnect service at pole and remove meter for tampering. Time Out: 15.0-15.5
- 531 North Mulberry Street: Disconnected service for vandalized meter socket. Time Out: 15.5-15.7
- Sun. 12/8 - 45 Charles Street: Total outage; bird caused 15T transformer fuse to operate. Time Out: 19.5-20.5
- Mon. 12/9 - 37 Charles Street: Total outage; the customer's meter socket was found to be bad and they were informed contact electrician for needed repairs. Time Out: 17.3-17.7
- Tues. 12/10 - 300 Northern Avenue: Reconnect service for new occupant. Time Out: 16.5-17.5
- Wed. 12/11 - Aldi's Grocery, Dual Highway: Total outage, customer's main breaker was reset to correct problem. Time Out: 15.0-15.3

Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- Engineering staff responded to multiple requests for electric service changes.
- Engineering and Distribution staff met to discuss process improvements for billing the responsible party when HLD facilities are damaged.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, December 4, 2019	5.06	0.05
Thursday, December 5, 2019	4.92	0.00
Friday, December 6, 2019	4.68	0.00
Saturday, December 7, 2019	4.67	0.00
Sunday, December 8, 2019	4.66	0.00
Monday, December 9, 2019	5.13	0.25
Tuesday, December 10, 2019	5.24	0.16
Weekly – Avg. Flow / Total Rainfall	4.91	0.46
Dec – Avg. Flow/Total Rainfall	4.99	0.83

Miscellaneous

- Installed new level controller on scrubber. Replaced level controls and replaced wiring to panel.
- Removed PRV's on seal water piping to effluent pumps. Cleaned screens and adjusted pressure switches.
- Replaced #1 WAS pump leaking in ASPS building.
- Continued replacing wiring and controls on ENR drain station.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

Administration

Wastewater Division – Customer Call Log Summary 2018/2019							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	0	1	1	0	0	7	9
YTD 2019	38	44	20	2	4	75	183

Engineering

- Staff reviewed a pay application for sanitary sewer rehabilitation work.
- Staff continued preparing a permit application for a railroad crossing for a sewer project.
- Staff worked with collections staff to develop a method for more efficient field data collection and asset management.

WATER DIVISION

Plant Flows - System Demand (MGD)

Date	Willson	Breichner	Total
12/05/19	9.94		9.94
12/06/19	9.96		9.96
12/07/19	9.61		9.61
12/08/19	9.86		9.86
12/09/19	9.87		9.87
12/10/19	9.91		9.91
12/11/19	10.16		10.16
Average			9.90

Water Production at R. C. Willson

- R.C. Willson and Pump Stations–Staff worked on facility maintenance and routine preventative maintenance.
- R.C. Willson–Repaired the louvers in the pump room.

Water Production at Breichner/Edgemont Reservoir. The Edgemont Reservoir pool elevation is currently at 3.3 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.

Laboratory

- Submitted monthly bacteriological monitoring report to Water Production Superintendent.
- Submitted monthly TOC removal efficiency to Water Production Superintendent.
- Process and regulatory testing were routine for the week.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	1	-
Preliminary Plats	-	-
Final Plats	-	-
Replat	-	-
Grading Plan	-	-
Building Permits	12	1

- Staff reviewed shop drawings for the replacement of the Fluoride Feed System at RC Willson.
- Staff reviewed plans for relocating an existing waterline under a creek.



Respectfully submitted,

Handwritten signature of Scott A. Nicewarner in blue ink.

Scott A. Nicewarner
City Administrator



2019

HOLIDAY HAM DRIVE

Help provide a family with a ham this holiday season. By donating you give those with limited resources in Wheaton Park/Jonathan Street neighborhood a hot meal to enjoy with their family.

Hams will be distributed on December 14th.

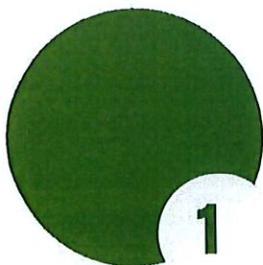
Volunteer opportunities available.

**PLEDGE A HAM BEFORE DECEMBER 13TH,
REGISTER ONLINE**

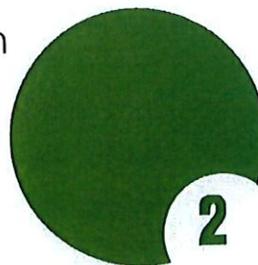
HAGERSTOWNMD.ORG/PARKSANDREC (ACTIVITY #6629)

OR CALL 301-739-8577 X170

DROP OFF LOCATIONS:



The Greens at Hamilton Run
Golf Course
2 South Cleveland Avenue
Hagerstown, MD 21740
HOURS: 10 am - 4 pm



Bethel Gardens
Community Center
356 Henry Avenue
Hagerstown, MD 21740
HOURS: 10 am - 4 pm

GIVE THE GIFT of Fitness & FUN

GIFT IDEAS



PARKS & REC GIFT CARDS
GIVE A UNIQUE GIFT that allows the recipient to pick their own present! A Parks & Rec gift card can be used to register for Fit Room classes, the 2020 Hub City 100 Miler, rounds of golf and more!

SEASON POOL PASS GIVE THE GIFT OF FUN IN THE SUN

with our season pool pass. Potterfield Pool offers a Splash Pad, AquaClimb® water rock wall, double tube slides and the popular Slide Winder!

SEASON GREENS PASS GIVE THE GIFT OF GOLF

with a season greens fees pass to



JONATHAN HAGER HOUSE ORNAMENT GIVE THE GIFT OF HAGERSTOWN!

Add a custom-cut, commemorative Hager House ornament to the collection \$15.

