

CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 49 FOR 2019



December 20, 2019

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

<h3 style="margin: 0;">DECEMBER 2019</h3> <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				

This will be the last Weekly Report for 2019.
 Have a safe and enjoyable holiday!

COMMUNICATIONS DEPARTMENT

This Week's Headlines & Media Releases:

- NorthPoint Development Plans Proceed After Working Out Sidewalk Details
- After 122 Years, Schindel's Pharmacy Closes Its Doors
- New Library Executive Director Looks to Be a Partner with the Community

- Registration for the Go Over the Edge for Kids Rappelling Fundraiser Now Open
- Flying Camel Closes; Owner Says 'Vision' Needed for A & E District
- City Council Approves 12 Streets for Repaving in 2020
- Hagerstown Trash, Recycling Pickup Altered for Holiday
- Trash & Recycling Advisory: Christmas

This Week's Video Projects

- Mayor & Council Regular Session
- "Happy Holidays" 2019 Retrospective Mayor & City Council Video
- "Hub Bub" Video Podcast

Channel 25 Hub City Now Programming:

- 2020 Hub City 100-Miler :30 Spot
- See It, Say It, Send It App Video
- The Fit Room :30 Spot
- "Celebrate the Holidays in Hagerstown" :30 Spot
- Stormwater Program Informational Video
- Mayor & City Council Meeting—Thursday at 7 p.m., Saturday at 9 a.m., & Sunday at 9 a.m. and 3 p.m.
- MTA Commuter Connection

City Website:

- www.hagerstownmd.org attracted 9,394 user visits for the week of December 9-15, 2019.

- The most popular top entrances (the first page users accessed on the website):

• Home Page	2,016
• Utility Billing Page	1,094
• Police Page	200
• Bids Page	157
• Calendar Page	151
• Jobs Page	142
• Parks & Recreation Page	131
• PCAD Page	114
• Firefighters Page	112
• Civic Alerts Page	84

- Top Searches:

- "True"
- "Jobs"
- "Online bill payment"
- "Water bill"
- "What bills can I pay online?"

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

Main Street: Main Street is now planning the 2020 Sweets on the Streets and looks forward to inviting downtown businesses to join in on the fun to expand the event.

Events: The Donut Drop will be held in City Center on Tuesday, December 31 from 5-7 pm.

Imagine Hagerstown: Planning is underway for the 2020 Imagine Hagerstown Saturday Street Festival. This event will take place on Saturday, September 26, 2020 on South Potomac Street in downtown Hagerstown. DCED staff are seeking input from the community. Please go to the survey on the City website and share your thoughts. The link for the survey is as follows:

<https://www.hagerstownmd.org/FormCenter/DCED-4/Imagine-Hagerstown-Saturday-Street-Festi-107?fbclid=IwAR2uBLpsr8AJT4UaiHkcuPE3rFv8KaEdpRehFox83rczmqgmHFPCWQqJxpDA>

INFORMATION TECHNOLOGY

1. IT continues to upgrade workstations, laptops, and PCs from Windows 7 to Windows 10. As a reminder, **Windows 7 discontinues all support on 1/14/20**, and IT is on track to have all equipment upgraded before the deadline.
2. The City is now archiving its email systems in the cloud! This enhancement not only provides us with unlimited space and retention of old emails, but also stores these important historical and archived emails offsite.
3. Our new VX-Rail infrastructure system is up and running! IT has successfully migrated all of its applicable applications and systems onto a virtual system, where we can dynamically adjust processing needs for each application. It will also give us the ability to quickly ramp up any new servers and give us enhanced capabilities for easier and simplified system administration.
4. The City is working with vendor Tolemi to install a new software called **BuildingBlocks** for the Planning and Code Administration team. This software is an all-in-one property, location, and spatial information system that gathers city data from multiple sources (such as MUNIS and GIS) and presents reports in a map-based application. Planners and Code Enforcement employees will be able to quickly pinpoint problem areas or be able to monitor for trends and patterns within the city, based upon the combined data. We are in the process of installing and testing this software now and hope to have it in user testing in the coming weeks.
5. The City has been working with both the DCED teams and Watewater Management groups to streamline the storage of their video files. Instead of lots of small devices with various files in storage, the IT group has created a network attached storage (NAS) environment so that all audio/video files can not only be stored in one place (on one device), but also backed up at a separate location (to ensure data integrity).
6. The City continues to work with the Fire Department to enable secure access to group documents and files stored on the "H" drive as well as individual access to files stored on the "F" drive from the various fire stations. Each firehouse is being connected to the City network via a secure VPN tunnel, which allows us to provide secure access for employees to these various files.

PARKS & ENGINEERING DEPARTMENT

ENGINEERING DIVISION

1. **319 Summit Avenue.** The bid for demolition was issued for 319 Summit Avenue. We plan to bring the contract to the Mayor and Council in February. The building has some non-friable asbestos that will need abated first. The hydraulic lifts were removed this week by our abatement contractor.
2. **Medal of Honor.** Staff advertised contract 19-MH-31 for Improvements to Medal of Honor Triangle. The bid opening will be January 15, 2020.
3. **Engineering Statistics**

TRAFFIC ISSUES		
Description	Week of 12/15//19	Calendar Year 2019 TOTALS
Traffic complaints received	0	154
Work Orders completed	3	125
Traffic counts completed	1	58
CONSTRUCTION PROJECTS		
Description	Week of 12/15/19	Calendar Year 2019 TOTALS
Projects advertised for bids	1	9
RFP's Advertised	0	10
Projects under construction	6	13
Projects completed	0	7

PARKS DIVISION

1. **Ice Rink Expansion.** Staff attended the monthly Ice Rink Board Meeting last Thursday night and they presented two preliminary plans of expansion (prepared by *HTG Architects* out of Minneapolis) along with cost estimates.
 - Option 1 is a two story, \$10,000,000 design that has 850 seats, 40,000 sf and parking for an additional 150 cars. This would be a “regional” attraction and could be the home of a low level professional hockey team
 - Option 2 is a one story, \$7,000,000 design that has 200 seats, 32,000 sf and parking. This would be similar to the rink in place

In both options, they would bump the expansion toward Security Road and improve the reception, skate rental, and concession areas. They are working with a professional fundraising firm and they are working on the assumption of a 50/50 split private and public (City, County and State) funding plan. They would seek bank financing for the project. They plan to come back to Council for a presentation in March.

2. **October/November Statistics.** More positive months for the golf course relative to recent years:

Golf Course	October 2017	October 2018	October 2019
# of Golfers	1058	1059	1356
Total Revenue	\$15,322.00	\$16,567.00	\$18,958.25

Golf Course	November 2017	November 2018	November 2019
# of Golfers	447	269	517
Total Revenue	\$7,452.25	\$3,522.00	\$6,702.00

3. **Holiday Ham Drive.** The Holiday Ham Drive in partnership with Bethel Gardens Community Center was a great success! Thanks to generous business and community donors, we were able to offer 142 hams to community members in the Wheaton Park community!

POLICE DEPARTMENT

STATS

Calls for Service:	1,301	Field Interviews:	15
Arrests/Warrants Served:	9	Moving Violations:	56
Domestic Violence Calls:	20	Safety Repair Orders:	9
DUI Arrests:	4	Warnings:	70
Reports Filed:	135		

REPORTS

12/12/19: Officer Mazloum responded to Broadway for a reported robbery. The victim advised he was walking home and was in the first block of Broadway when a black male grabbed him from behind. The male demanded money and the victim gave him his wallet. The victim stated he was carrying a container of spaghetti when the robbery occurred. The officer did find spaghetti on the sidewalk where the incident occurred. There was a witness that saw the incident and the details matched what the victim had stated. The HPD officers were unable to locate the suspect and unable to conduct a K9 track due to the foot traffic from children getting off the school bus in that area. There are no additional details at this time.

12/13/19: Officer Campbell was dispatched at 2:30 p.m. to Sheetz on East Washington Street for the report of an unconscious male inside a vehicle. Community Rescue Service stated when they arrived to the scene bystanders stated that two individuals gave the victim two doses of Narcan then left the scene. It was discovered that the victim overdosed on heroin. The victim was transported to Meritus Medical Center for treatment. Later that evening at approximately 7:30 p.m., the victim contacted the Police Department and stated that someone had stolen items from his vehicle while he was unconscious. Officer Campbell viewed the surveillance camera at Sheetz and clearly saw two black males reach inside the victim's vehicle and carry away a black jacket. The victim reported his black jacket and US currency missing from his vehicle. No further details are available.

12/14/19: Officer Williamson was advised by Dispatch that a male had just entered Meritus Medical Center with a gunshot wound to his leg. The officer responded to Meritus and the victim stated that he was walking in the area of Enterprise Rent-A-Car on Dual Highway when he saw two males standing as if they were making a drug deal. The victim saw a gun and took off running. The two males began shooting at him with a bullet striking him in the leg. The victim called a family member to take him to the emergency room. The investigation is on-going.

12/14/19: Officer M. Hill responded to Little Elliott Drive for a report of a motor vehicle theft. The victim stated he went outside to warm up his girlfriend's vehicle which she loaned to him. He returned to the house for a brief moment and when he returned to the parking lot, the vehicle was gone. After being unsuccessful in locating the vehicle, he called 911 to report the vehicle stolen. Sometime later the victim located the vehicle in an adjacent parking lot at the same apartment complex, however the vehicle was locked and there was no spare key. The owner of the car arrived on scene and had the vehicle towed to Chambersburg, Pennsylvania, where she resides. There are no suspects at this time.

12/15/19: Officer Patterson was on his routine patrol on the Dual Highway at 2 a.m. when he observed a 2007 blue Honda CRV without any headlights or rear amber lights on. The officer attempted to catch up to the vehicle when he observed the vehicle to drift between the painted center lines and then off to the right shoulder. The officer activated his emergency lights and initiated a traffic stop. The officer advised the driver that he did not have any lights on his vehicle. The officer could smell a moderate odor of alcoholic coming from the driver and his eyes were red and glossy. The driver stated he had just come from a party where he had several alcoholic beverages to drink. The vehicle had two others passengers and the officer inquired why he didn't ask one of them to be the designated driver for the night. It was later learned that one of the passengers was intoxicated and the other passenger had his license revoked. The driver consented to a Sobriety Test and an Intoximeter Breath Test. The results of the tests indicated he was too intoxicated to drive and the driver was arrested and charged with Driving Under the Influence of Alcohol and other related charges.

12/17/19: Officer Keefer responded to North Mulberry Street for a reported burglary. The owner stated the property was vacant and broken into on December 16. The owner stated that her son was the maintenance person for the property and he would meet the officer at the property. While waiting for the son to arrive, the officer walked the property and found it secure with no signs of forced entry. The son arrived at the property and advised the basement was unlocked yesterday for a water pipe burst and maintenance was working in the basement around 2 p.m. It was discovered that approximately 50 feet of copper pipe had been cut out and stolen. The son estimated the cost to repair would be \$2,000. The officer reviewed an area surveillance camera and observed a person of interest in the alley near the house in question. A photo of the possible suspect was emailed to all HPD officers. No further details are currently available.

OTHER NEWS/INFORMATION

Retirees Christmas Luncheon. The Hagerstown Police Department hosted a Christmas Luncheon for all retirees and their spouses on Wednesday, December 11th at 12 p.m. There were approximately 40 guests in attendance. A special thank you to Lt. Mark Renner for organizing the luncheon and serving as the designated host of the event.

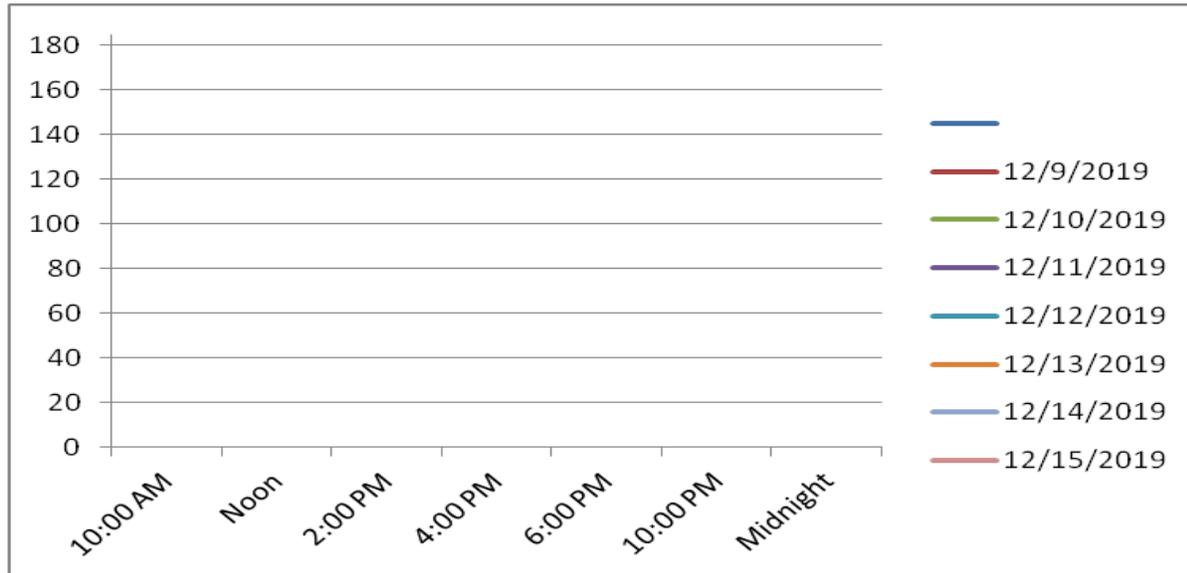
PUBLIC WORKS

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	1466	1578
	University District Deck	1643	1756
Number of Citations Issued	(Includes Warnings)	180	288
Late Payment Notifications		40	70
Peak Occupancy (%)	A & E Deck	*NA	100% Thur @ 6 PM
Peak Occupancy (%)	University District Deck	66% Mon @ 10 AM	61% Wed @ 2 PM

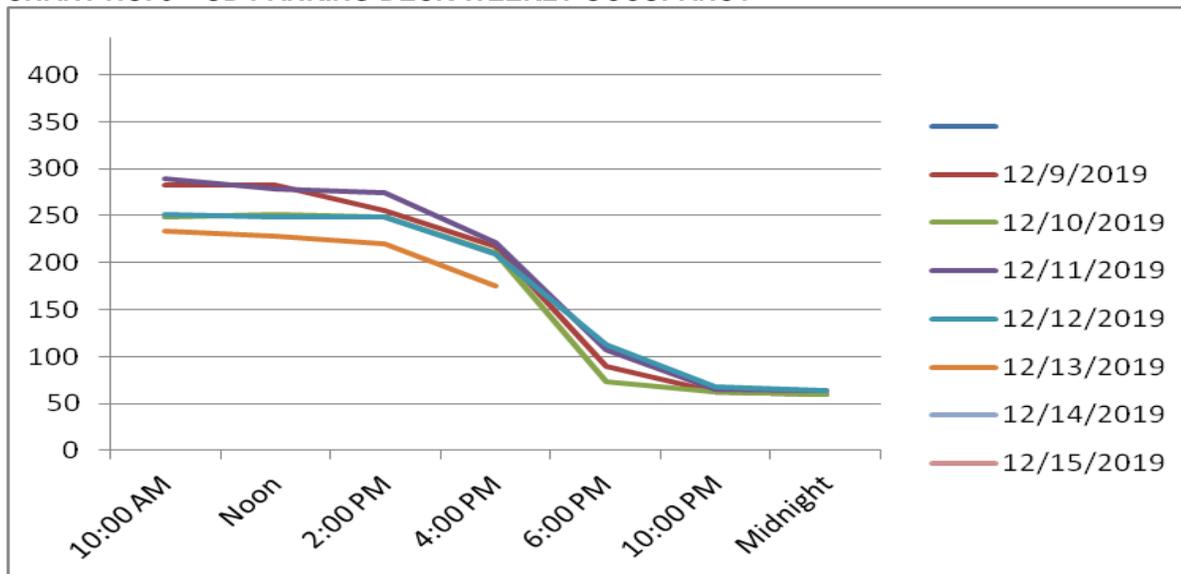
**Data for the A&E Deck was corrupted. No occupancy data available this week.*

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



Data for the A&E Deck was corrupted. No occupancy data available this week.

CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



Note: Holiday free parking program skews the occupancy numbers for Friday, Saturday and Sunday at both parking decks.

CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	2	0
Fire	0	0
Human Resources	0	0
Light	1	3
Parks & Engineering	0	3
Police	7	8
Public Works	6	4
Wastewater	3	2
Water	7	6
Weekly Totals	26	26
Yearly Total	1184	

AFTER HOUR CALL BACKS

- Monday, December 9, 2019 @ 9 p.m.: Staff reported to police that local businesses were using the A&E Parking Deck to wash down kitchen equipment. Staff met the police on site and directed the vendor cleaning the equipment to vacate the property.
- Friday, December 13, 2019 @ 5 p.m.: A programming glitch at the UD Parking Deck caused the back exit gate arm to remain in the open position. Staff responded and adjusted the programming to place the arm back into operation. Neither the second exit gate nor the entry gate experienced the same issue. The system was returned to normal operating procedures.
- Monday, December 16, 2019 @ 4 a.m.: Light snow blanketed the area starting early Monday morning around 1 a.m. Due to warmer temperatures in the previous days, the snow did not adhere to the streets until about 4:45 a.m. Crews hit the street salting and pushing off the slush where needed. No contractors were used.

SPECIAL EVENTS

- The last event of the year is the Donut Drop scheduled for Tuesday, December 31st. Public Works will provide traffic control devices, posting of streets and a few other incidentals. Clean up of the event will occur on Thursday, January 2nd.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Problem Areas

- Wed. 12/11 - Aldi's on Dual Highway: Total outage. Line crew discovered the customers main disconnect was turned off. Timeout 1500-1518.
- Sat. 12/14 - Jonathan and West Church Streets: Pole hit. On-call lineworker inspected the pole, no damage: Timeout 0300-0400
- Sun. 12/15 - 34 South Mulberry Street: Total outage. On- call lineworker responded and discovered a broken cutout. Replaced cutout and restored service. Timeout 1400-1530
- Wed. 12/18 - West Church Street and Nottingham Road: Wire down. On-call lineworker arrived and found a Verizon service down. Timeout 2146-2211

Distribution

- HLD crews completed five service upgrades this week.
- HLD crews began construction of two new services this week which will require the placing of new poles and the installation of new overhead facilities.
- HLD crews completed the replacement of several poles in the 600 block of West Franklin Street. This project was in conjunction with the service upgrade to St. Marks Church.

Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- The Staff Engineer submitted a design for the reconductoring and upgrade of HLD overhead distribution facilities to improve reliability in the area of First Street and Donut Alley.
- The Staff Engineer reviewed specifications and bids for materials and approved procurement.
- The Staff Engineer provided training to HLD line crews for interaction and operation of new HLD recloser controls.
- The Staff Engineer coordinated remaining substation testing activities at the Mitchell substation with HLD's testing contractor.
- Engineering, Administrative, and Distribution staff met to review HLD's Grounding Manual revisions.
- Engineering staff met with multiple HLD electric customers to discuss modifications or upgrades to their electric services.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, December 11, 2019	5.20	0.00
Thursday, December 12, 2019	4.99	0.00
Friday, December 13, 2019	5.04	0.16
Saturday, December 14, 2019	5.77	0.41
Sunday, December 15, 2019	5.57	0.00
Monday, December 16, 2019	6.13	0.73
Tuesday, December 17, 2019	7.84	0.14
Weekly – Avg. Flow / Total Rainfall	5.79	1.44
Dec – Avg. Flow/Total Rainfall	5.32	2.27

Miscellaneous

- Replaced insulation and heat tape on fermenter scrubber. Installed new thermostat and wired accordingly.
- Disconnected seal water to all five effluent pumps, replaced faulty pressure switches, cleaned and adjusted PRV's.
- Replaced bearings on pump end and started up #2 Return Sludge pump in ASPS.
- Installed new level controller on ENR drain station and re-wired motor starters.
- 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	2	0	0	4	7
YTD 2019	38	45	22	2	4	79	190

Engineering

- Staff created several data collection forms for field data collection and asset management.
- Staff began preparing an outline for the water and sewer master plan RFP.

WATER DIVISION

Plant Flows - System Demand (MGD)

Date	Willson	Breichner	Total
12/12/19	10.00		10.00
12/13/19	9.83		9.83
12/14/19	9.65		9.65
12/15/19	9.99		9.99
12/16/19	9.74		9.74
12/17/19	9.98		9.98
12/18/19	10.08		10.08
Average			9.89

Water Production at R. C. Willson

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

Water Production at Breichner/Edgemont Reservoir. The Edgemont Reservoir pool elevation is currently at 4.2 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.

Laboratory

- 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	2	1
Replat	-	-
Grading Plan	-	-
Building Permits	23	6

- Staff began preparing an outline for the water and sewer master plan RFP.
- Staff participated in a progress meeting to discuss contract closeout.
- Staff met to discuss the status of several upcoming projects for the water system.



Respectfully submitted,

Scott A. Nicewarner
City Administrator