

# CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 2 FOR 2020



January 17, 2020

To Mayor Bruchey and Members of the City Council:

## UPCOMING MEETINGS

<h3 style="margin: 0;">JANUARY 2020</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 <a href="http://www.hagerstownmd.org/calendar.aspx">http://www.hagerstownmd.org/calendar.aspx</a></p>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 <b>HOLIDAY CITY OFFICES CLOSED</b>	2	3	4
5	6	7 3pm Executive Session w/County Commissioners @ City Hall  4pm Work Session	8 4pm Hagerstown Planning Commission Meeting	9 4pm Board of Traffic & Parking Meeting  4:30pm Hagerstown Historic District Commission Meeting	10	11
12	13	14 3:30pm Executive Session  4pm Work Session  6pm Public Hearing	15	16	17	18
19	20 <b>HOLIDAY CITY OFFICES CLOSED</b>	21 4pm Work Session	22	23 4:30pm Hagerstown Historic District Commission Meeting	24	25
26	27	28 7pm Regular Session	29 7pm Hagerstown Planning Commission Meeting	30	31	

## COMMUNICATIONS DEPARTMENT

**This Week's Headlines & Media Releases:**

- Hagerstown City Council Again Considers Changing Its Rule on Public Comment at Meetings
- Steps Taken in 2020 Hub City 100 Miler
- Hearing Tuesday on Proposed Hagerstown Land-Use Changes

- Daylong Addiction Recovery Event Set for Wednesday at Library
- Hagerstown Police Chief: ‘Unusual’ Weekend with 3 City Shootings
- Hagerstown City Council Hears Plan for Saving Fair Building
- Washington County Commissioners Approve \$5.5M Plan to Help Fire and EMS
- Hagerstown Police Chief: Crime in City Not as Prevalent as it Might Seem
- Trash & Recycling Advisory: MLK Holiday

**This Week’s Video Projects**

- Mayor & Council Work & Special Sessions
- “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
- “Washington County Recovers – A Day of Access to Treatment” Video
- 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](http://www.hagerstownmd.org) attracted 10,902 user visits for the week of January 6-12, 2020.

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

- Home Page 2,053
- Hub City 100-Miler Page 1,457
- Utility Billing Page 980
- Police Page 264
- Jobs Page 231
- Bids Page 176
- Parks & Recreation Page 176
- Firefighters Page 119
- Christmas Tree Collection Page 98
- Flying Fitness Page 98
- Formcenter Page 98

- Top Searches:

- “True”
- “100 miler”
- “Jobs”
- “Careers”
- “Online bill payment”

**DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT**

**Business Development:** Staff participated in the monthly Fort Detrick Alliance Meeting.

**Imagine Hagerstown:** Approximately 25 attended the Planning Meeting held at the Burobox on Wednesday for the 2020 Imagine Hagerstown Saturday Street Festival. Committee meetings begin next week and times are listed below. Please contact Kitty Clark or DCED for more information.

DATE	TIME	COMMITTEE
January 21, 2020	3 p.m.	Vendor Committee
January 22, 2020	2 p.m.	Marketing/Sponsorship Committee
January 24, 2020	10 a.m.	Entertainment Committee
January 28, 2020	10 a.m.	Food & Beverage Committee

Imagine Hagerstown Saturday Street Festival Survey:  
<https://www.hagerstownmd.org/FormCenter/DCED-4/Imagine-Hagerstown-Saturday-Street-Festi-107?fbclid=IwAR2uBLpsr8AJT4UaiHkcuPE3rFv8KaEdpRehFox83rczmgmHFPCWQqJxpDA>

**FIRE DEPARTMENT**

<b>FIRE DEPARTMENT CALLS FOR ASSISTANCE</b>			
House/Apartment Fires	1	Community Risk Reduction	36
Building Fires	2	Public Service	9
Medical Assistance	30	Personal Injury Collision	7
Assist other Fire Departments	11	Extrication	1
Automatic Fire Alarms	10	Gas Leaks	1
Downed Power Lines	2	Investigation: Smoke/Odor	1
Water/Steam Leaks	0	Dumpster/Outside Fires	0

**PARKS & ENGINEERING DEPARTMENT**

**ENGINEERING DIVISION**

- Pangborn Park Lake.** The State and Corps of Engineers have indicated they will be releasing the "Waterway Permit" by the end of the month and we can finally bid the project with possible construction to start around May. A more costly stone and mortar design was required by the Maryland Historic Trust during permit review so we hope bids stay within budget.
- Dale and Alexander Streets.** The changes in traffic patterns for Dale Street, Alexander Street and two alleys were completed and effective on Thursday, January 9<sup>th</sup>.
- Street Trees.** Botanica Enterprises have planted 72 street trees in last 2 weeks and have 6 more to do next week. We tried to plant trees in the existing pits that were empty or had dead trees to remove, as well as new locations as needed or requested by residents. We collected coordinates on these trees and added to our GIS mapping for street trees.
- Virginia Ave Railroad Crossing Update.** Staff is collecting data to complete a study to show State Highway and Railroad that southbound traffic on Virginia Avenue will not back over the tracks before entering Park Circle.
- Engineering Statistics**

<b>TRAFFIC ISSUES</b>		
Description	Week of 1/12/20	Calendar Year 2020 TOTALS
Traffic complaints received	11	11
Work Orders completed	10	10
Traffic counts completed	2	2
<b>CONSTRUCTION PROJECTS</b>		
Description	Week of 1/5/20	Calendar Year 2020 TOTALS
Projects advertised for bids	0	9
RFP's Advertised	0	11
Projects under construction	7	14
Projects completed	0	7

## PARKS DIVISION

1. **Golf Course.** With incredibly mild weather, the golf course stayed open last weekend. The Golf Course was open for most of December as well as the first two weeks of January. It will be open as weather permits. Total cash receipts for January 11<sup>th</sup> and 12<sup>th</sup> were \$2,574.75.
2. **2020 Program Planning.** Plans are underway for the Spring/Summer 2020 season. Design bid requests have gone out for the Annual Spring/Summer Parks and Rec Guide that will go to print by mid-March.
3. **National Little League.** Work continues at Staley Park with the installation of handicap accessible bleachers.
4. **2020 Hub City 100 Miler.** The 7<sup>th</sup> Annual Hub City 100 Miler is underway. Over 1,300 participants have registered for the challenge. The January Kick-Off included over 200 participants plus 18 vendors and 10 free fitness classes!



## PLANNING & CODE ADMINISTRATION

**Historic District Commission.** The HDC will be reviewing an awning for 39 North Potomac Street on January 23. The application was filed by Matthew Rempe for Above the Clouds.

**Mayor and City Council.** Public Hearings held on January 14<sup>th</sup> on proposed I-81/CSX/Halfway Boulevard ROW annexation and Comprehensive Plan amendments. Presentation on 2019 Land Management Code amendments also began in prep for January 28<sup>th</sup> public hearing. Discussions on all three will continue on January 21<sup>st</sup>.

**2020 Census.** The U.S. Census held its local launch of the 2020 Census on January 16<sup>th</sup>. While Census Day is April 1<sup>st</sup>, the electronic forms will become available in mid-March. Paper forms will not be mailed to start this process, rather postcards directing you to electronic forms. If you do not respond by a certain date, paper forms will be mailed. If that does not result in a response, a Census worker will come to your door. If you wish to avoid contact, do the electronic form as soon as possible. You have the option of calling the U.S. Census for someone to read the questions to you in a number of different languages. It is important for everyone to be counted because it affects our federal legislative boundaries and the amount of federal and state pass-through funding that comes to our community for programs needed by our citizens.

**Weekly Activity Report:** January 6–10, 2020

<b>PERMITS</b>								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	4	Residential -	1	Commercial -	2	Other -	1	6
Electric	11	Residential -	10	Commercial -	1	Other -	0	12
Plumbing	12	Residential -	6	Commercial -	1	Other -	5	8
Mechanical	6	Residential -	4	Commercial -	2	Other -	0	6
Engineering Dept.	20							18
<b>TOTAL</b>	53		21		6		6	50

<u>Est. Value of Issued Building Permit Projects:</u>	<u>FY20 Fiscal Year Totals:</u>	
Residential	\$ 160,380.00	\$ 4,522,589.00
Commercial	\$ 1,315,430.00	\$ 6,737,522.00
Apartment	\$ 11,000.00	\$ 1,138,100.00
Sign	\$ 0.00	\$ 346,220.00
<b>TOTAL</b>	<b>\$ 1,486,810.00</b>	<b>\$ 12,124,075.00</b>

Projects of Interest:

- Convert existing commercial space into 13 apartments on the second floor at 90-98 West Washington Street - \$1,200,000
- Construct monopole tower and telecommunication equipment at 1270 Kenly Avenue - \$105,000
- Repair and refinish two units at 347 West Side Avenue - \$100,000

**RENTAL LICENSING PROGRAM YEAR: JULY 1, 2019 – JUNE 30, 2020**

	<u>PROPERTIES</u>	<u>UNITS</u>
Registrations received week of Jan. 6 – Jan. 10	3	3
New applications issued week of Jan. 6 – Jan. 10	1	1
Total 2019-2020 registered (includes additions and subtractions since 5/2/19)	3,595	9,240
Percentage of rental license renewals that have registered for the 2019-2020 license year	99.0%	99.0%

**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	\$ 225
Weekly adjustment/credits	\$ 0

**INSPECTIONS**

<u>TYPE</u>	<u>NUMBER CONDUCTED</u>
Building	45
Electrical	33
Plumbing	26
Mechanical	8
Safety	12
Neighborhood Vitality	36
Quality of Life	3
Preventive Maintenance	43
Planning & Zoning	3

**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:	1,308	Field Interviews:	6
Arrests/Warrants Served:	23	Moving Violations:	24
Domestic Violence Calls:	28	Safety Repair Orders:	5
DUI Arrests:	3	Warnings:	63
Reports Filed:	140		

**REPORTS**

**01/09/20:** Officer Williamson was on routine patrol when he observed a vehicle that failed to yield to merging traffic from Salem Avenue onto North Burhans Boulevard. The officer needed to almost stop in order to prevent the green Chrysler Concorde from hitting the cruiser. The officer activated his emergency lights and audible siren to initiate a traffic stop. The officer made contact with the driver and he observed her to be lethargic with slurred speech and glassy eyes. The officer requested the driver to exit the vehicle to conduct a Standardized Field Sobriety Testing. The officer needed to stop the testing due to the fact the driver could not follow directions for the testing. She was transported to the HPD and was ultimately charged with Driving Under the Influence of Alcohol, Driving While Impaired by Alcohol and other related charges.

**01/10/20:** Officer M. Hill and Officer Molineaux responded to McComas Street for a warrant attempt. The officers discovered the suspect was hiding in the attic. The suspect began to throw her body around in an attempt to escape. In an effort to apprehend the suspect, Officer Molineaux's body camera fell off his person. The suspect was placed in the cruiser and Officer Molineaux went back into the residence to retrieve his body camera. It could not be located. There was another member of the family in the house so the officer questioned if he knew where the body camera had fallen. He admitted that he took the camera and threw it out into the yard. The officers searched the yard but could not locate the camera. The camera is valued at \$700. The family member was charged with Theft Less than \$1,000 (body camera), Malicious Destruction of Property Less \$1,000 and Obstructing & Hindering.

**01/11/2020:** Officer Thompson and other HPD officers were dispatched to West Bethel Street for the report of shots fired. A witness at the scene stated when the gun shots stopped he heard a vehicle speed away. The officers located shell casings in a parking lot, bullets on the ground close to the sidewalk, and bullets on a nearby porch. It was discovered that a vehicle and nearby door were struck by bullets. Officers took photos of the casings, bullets and the struck vehicle. Footage from a video camera in the area is currently being reviewed. The investigation is on-going and no further details are available at this time.

**01/12/20:** Officer Brady responded to Salem Avenue for a disturbance involving seven to eight individuals. The group's fight moved into the roadway preventing the normal flow of traffic. The officer was familiar with one of the male individuals in the group. While talking to that male, another officer located the female victim of the disturbance. The officers were able to gather information and concluded that the male and the female victim were in a relationship that went from a verbal argument into a

physical assault. The argument started when the female accused the male of being unfaithful. The male was arrested and the female was transported to Meritus Medical Center. No further details are available.

**01/13/20:** Officer Brady was dispatched to Roy Rogers on Burhans Boulevard for the report of a juvenile disturbance. A citizen reported that two juveniles were throwing rocks at passing vehicles. The caller stated a rock hit his vehicle and damaged his hood. The officer observed a long scratch on the hood and a chip out of the windshield. It appears the rock hit the hood then bounced up to the windshield. The two juveniles were located and transported to the Hagerstown Police Department. The juveniles were released to their respective parent. Both juvenile were charged with one count of Malicious Destruction of Property and Disorderly Conduct. No further details are available.

**PRESS RELEASES**



**01/05/20:** At this time the Police Department is releasing the name of the suspect in the stabbing that occurred on 01/05/20. The suspect has been identified as 32 year old Charles Derrick Watkins of Hagerstown, Maryland. There is a reward being offered leading to the arrest of Watkins. His whereabouts are unknown at this time. He was last seen leaving the area of the incident on foot. The victim remains in critical conditions. If you have any information as to the whereabouts of Charles Derrick Watkins please contact the Police Department at 240.313.4345.

**01/15/20:** At 12:16 p.m. HPD responded to the area of Church Street and Jonathan Street for a report of an assault in progress. Upon arrival, officers located an adult female suffering from multiple stab wounds. The female was transported to Meritus Medical Center in serious condition. The male suspect was last seen leaving the area on foot. A K-9 track was conducted but did not lead to the suspect. This incident was a domestic incident involving subjects who are familiar with each other. If you witnessed the incident or have information about it, please contact Detective Patterson at 301.790.3700, Ext. 248, or via e-mail at [crimetip@hagerstownpd.org](mailto:crimetip@hagerstownpd.org).

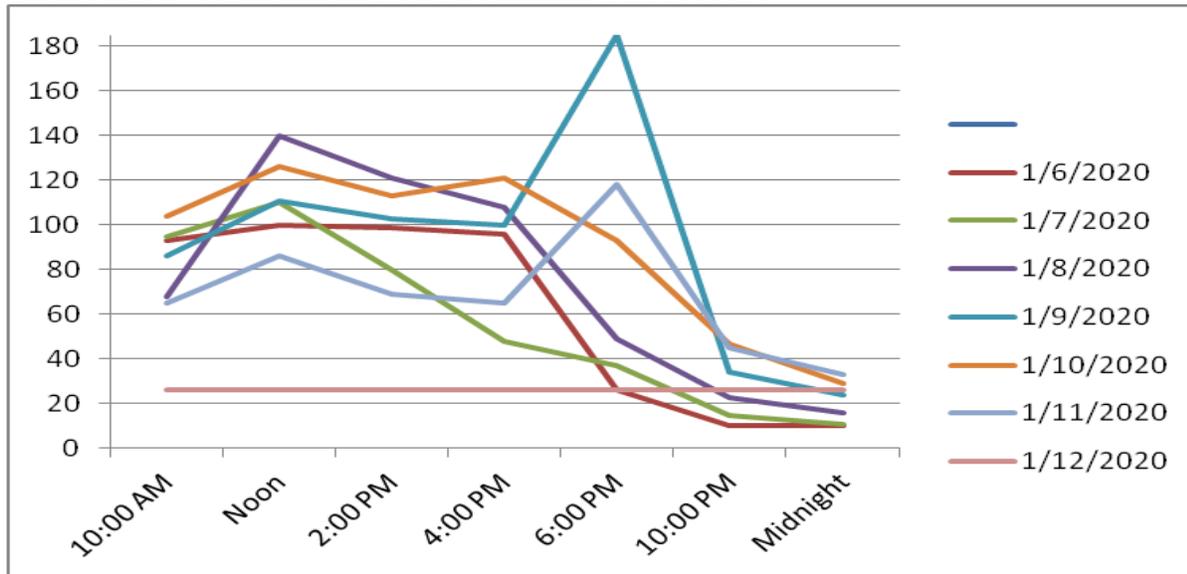
**PUBLIC WORKS**

**CHART NO. 1 – GENERAL PARKING SYSTEM DATA**

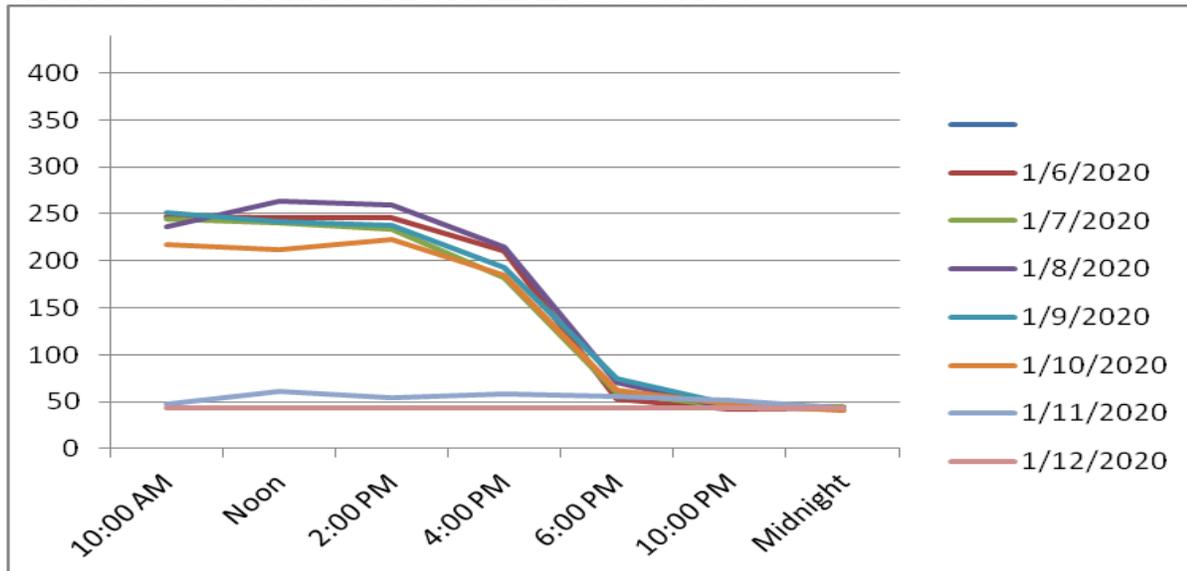
		<b>Current Week</b>	<b>Previous Week</b>
<b>Number of Permit Holders</b>	A & E Deck	185	185
	University District Deck	440	440
<b>Number of Student Permits</b>	Central, Market, Rochester Lots	28	28
<b>Number of Patrons Using Decks</b>	A & E Deck	1628	612
	University District Deck	1748	579
<b>Number of Citations Issued</b>	(Includes Warnings)	242	283
<b>Late Payment Notifications</b>		31	32
<b>Peak Occupancy (%)</b>	A & E Deck	*100%	70%
		Thu @ 6 PM	Fri @ 2 PM
<b>Peak Occupancy (%)</b>	University District Deck	60%	52%
		Wed @ Noon	Thu @ 2 PM

\*Event at the MD Theatre

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



**CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY**



**CENTRAL MAINTENANCE GARAGE REPAIR DATA**

	Current Week	Previous Week
DCED	1	1
Fire	0	1
Human Resources	0	0
Light	2	0
Parks & Engineering	1	2
Police	8	5
Public Works	7	7
Wastewater	0	0
Water	3	3
<b>Weekly Totals</b>	<b>22</b>	<b>19</b>
<b>Yearly Total</b>	<b>22</b>	

**AFTER HOUR CALL BACKS**

- Wednesday, January 8, 2020 @ 3:30 p.m.: Traffic signal at Salem Avenue and High Street on flash. Staff reset the system and placed the signal back in operation.

**UPDATE PAY BY PHONE PARKING.** The City recently bid the services of remotely paying for parking at parking meters via a telephone or smart phone. The service is generally called “pay by phone” or “pay by cell.” Four vendors responded to the City’s RFP. We recently met with all four vendors so they could provide clarifications to the bid, show us the application, and generally present what could not be included in the bid. All four have their pros and cons including additional services that may or may not get used.

We hope to bring the final recommendation to council in February and enter into a contract soon thereafter. It will take another 60–90 days after a signed contract for the system to be fully implemented. The four bidders were Flowbird, Pango, Park Mobile and PayByPhone.

**UTILITIES DEPARTMENT**

**ELECTRIC DIVISION**

**Service Calls**

- Fri. 1/10 - 548 East Wilson Boulevard: Lines arcing; Repairs were made to the connectors. Time Out: 17.0-17.9
  
- Sat. 1/11 - 212 Summit Avenue: Pole damaged; 10ft street light damaged in vehicle accident. Time Out: 2.8-3.2
- Rear, 21 Fairground Avenue: Total outage; (1) 10T transformer fuse replaced to restore power. Time Out: 8.8-9.7
  
- Sun. 1/12 - 633 Pennsylvania Avenue: Pole damaged; vehicle struck utility pole in accident however, no damages were found to any HLD facilities. Time Out: 21.7-22.2

**Distribution**

- Crews continue to perform feeder coordination work on Mitchell Substation Feeder #2 as designed by the Engineering group in an effort to minimize nuisance tripping.

**Engineering**

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
  
- The Staff Engineer approved and ordered various materials for HLD electric system construction.
  
- The Engineering Designer preliminarily reviewed multiple development plans submitted to the HLD and offered comments and requirements for the Planning Review Committee and developers.
  
- Engineering staff reviewed HLD bucket truck specifications prior to the build date.
  
- The Staff Engineer completed final review of HLD’s updated Safety Manual and Grounding for Employee Protection Manual.
  
- Engineering staff completed multiple updates to HLD’s electric GIS model.

**WASTEWATER DIVISION**

**Wastewater Treatment Plant at Frederick Street**

<b>Date</b>	<b>Flow (mgd)</b>	<b>Rainfall (inches)</b>
Wednesday, January 8, 2020	5.43	0.20
Thursday, January 9, 2020	5.44	0.00
Friday, January 10, 2020	5.11	0.00
Saturday, January 11, 2020	4.82	0.43
Sunday, January 12, 2020	7.01	0.30
Monday, January 13, 2020	6.15	0.00
Tuesday, January 14, 2020	6.01	0.00
Weekly - Avg. Flow / Total Rainfall	5.71	0.93
Monthly – Avg. Flow /Total Rainfall	5.62	1.27

**Miscellaneous**

- Pulled/replaced wire from BNR MCC's to mixers #2 & #16.
- Replaced remote keypad on effluent pump #1.
- Assisted JCC with tie-ins on 6M discharge piping.
- Repaired/welded beaching plate scraper arm on Final Clarifier #5.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

**Wastewater Collection**

SSES Weekly Progress

<b>Activity</b>	<b>Districts</b>	<b>L. F. main</b>	<b>Feet of lateral</b>	<b># inspected</b>
CCTV Inspections	#5	751'	393'	12
Flushing	#31	7,988'		

**Collection System Maintenance Tasks**

- PS#4: replaced and reprogrammed PLC controller.
- PS#5: removed old SCADA system.
- PS#8: reset SCADA unit.
- PS#10: completed in-house repair of Muffin Monster.
- General Pump Station repair work.
- 42 Moller Avenue: Completed final patch repairs, forming and pouring of 10'curb section, excavation of 12'X12' patch, 4.5 cubic yards of concrete and 3 tons of asphalt.
- 863 Dewey Avenue: Completed final patch repairs, excavation of 30' by 8'patch, 9 cubic yards of concrete and 7 tons of asphalt.
- Unit #528: Routine maintenance and replaced batteries.
- Sewer Backup, 427 West Church Street: Problem on private side.

- Sewer Backup, 1526 Crestview Avenue: CCTV'd and found roots, used root cutter on Vector Truck to clear the main line.
- Grinder pump call, 11111 Pinewood Circle: pulled and replaced pump.
- Odor complaint, 69 West North Street: no odor present; only smell detected was normal odor coming from vent pipe on roof.

**Administration**

Wastewater Division – Customer Call Log Summary 2019/2020							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	2	1	1	0	1	5	10
<b>YTD 2020</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>6</b>	<b>13</b>

**Engineering**

- Staff shared upcoming projects review with Collection System staff.

**Laboratory**

- Contacted Lachat Tech support regarding communication error between operating computer and autosampler. Reinstalled software to restore communication.
- Collected monthly DI water samples.
- Submitted WET Testing bid request to finance.
- Discussed SIU sampling with County Pretreatment Manager.
- Reviewed proposed chemical SDS for use by a permitted industry.
- Prepared reagents for Lachat operation.

**WATER DIVISION**

**Plant Flows - System Demand (MGD)**

Date	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
01/09/20	10.46		10.46
01/10/20	10.15		10.15
01/11/20	10.37		10.37
01/12/20	10.10		10.10
01/13/20	10.21		10.21
01/14/20	9.94		9.94
01/15/20	10.41		10.41
<i>Average</i>			<i>10.23</i>

**Water Production at R. C. Willson**

- R.C. Willson and Pump Stations–Staff worked on facility maintenance and routine preventative maintenance.
- R.C. Willson–Reinstalled the motor on the VFD #2.
- Tanks–UPS installed on control cabinets.

**Water Production at Breichner/Edgemont Reservoir.** The Edgemont Reservoir pool elevation is currently at 4.5 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**

- Collected monthly TOC removal samples.
- Collected composite samples from lagoon discharge.
- Process and regulatory testing were routine for the week.

**Engineering**

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

- Staff performed a fire flow test.
- Staff shared with upcoming projects review Water Division staff.
- Staff attended a PRC meeting.



Respectfully submitted,

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

Scott A. Nicewarner  
City Administrator