

CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 3 FOR 2020



January 24, 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 http://www.hagerstownmd.org/calendar.aspx</p>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 HOLIDAY CITY OFFICES CLOSED	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 HOLIDAY CITY OFFICES CLOSED	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 Urban Improvement Project, Schools Included in Capital Budget
- Imagine Hagerstown Committees Plan Updated Event Format
- Hagerstown Census Office Gearing Up for Count

- Expanded Schmankerl Stube Open for Business
- Burhans Blvd. Housing Plan Back with New Approach
- Candidate Filing Deadline Less Than a Week Away
- City Steps Up Pressure on Vacant, Tax Delinquent Properties
- City Officials Weigh Responses to Concerns About Downtown
- Press Release: St. Mary Catholic School 145th Anniversary

This Week's Video Projects

- Mayor & Council Work & Special Sessions
- Mayor's Visit to Paramount Elementary ("If I Were Mayor, I Would ... Essay Contest)
- State of the City Video Meetings

Channel 25 Hub City Now Programming:

- 2020 Hub City 100-Miler :30 Spot
- "Hub Bub" Video Podcast
- See It, Say It, Send It App Video
- The Fit Room :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 9,627 user visits for the week of January 13-19, 2020.

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

• Home Page	1,994
• Utility Billing Page	852
• Hub City 100-Miler Page	397
• Police Page	261
• Jobs Page	224
• Parks & Recreation Page	176
• Collection-Schedules-Zones Page	171
• Bids Page	170
• Flying Fitness Page	143
• Firefighters Page	120

- Top Searches:

• "True"
• "Jobs"
• "Trash"
• "When should I set out trash/recycling/yard waste for collection?"
• "Light department"

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

Business Development Update

- A grand opening will be held for Above The Clouds Curative located at 39 North Potomac Street on Friday, January 31st at 4 p.m.
- Jill Thompson attended the Chamber of Commerce Board of Directors meeting this week.

Burobox: The SBDC (Small Business Development Council) held a seminar for businesses on Thursday entitled: *Looking Backward for Looking Forward! 2020 – A New Tax Year...Bur First Things First!* The session included a review of last tax law changes and strategies for advance planning for the 2020 tax season.

Main Street Update: Main Street Hagerstown has announced the return of the 3rd Annual Sweets on the Street event. This event will be held on Saturday, March 14, 2020 from 9 a.m. – 12 p.m. Vendor applications are currently being accepted. For more information visit <https://mainstreethagerstown.org/event/sweets-on-the-streets-2020/>.

Engine Room Art Space: The current exhibit *The World According to Mr. Jones* by Anthony Jones will run through Saturday, January 25 at 5 p.m. The Opening Reception for *Coarse Discourse* by Stephanie Garon will be Friday, January 31 from 5 -7 p.m.

Imagine Hagerstown: Planning is underway for the 2020 Imagine Hagerstown Saturday Street Festival. This event will be held Saturday, September 26, 2020. Various committee meetings were held this week which included the Vendor Committee; Marketing/Sponsorship Committee; and Activity Zone Committee. Meetings next week are scheduled as follows:

- Monday, January 27, 10 a.m. – Entertainment Committee
- Tuesday, January 28, 10 a.m. – Food and Beverage Committee

FIRE DEPARTMENT

FIRE DEPARTMENT CALLS FOR ASSISTANCE			
House/Apartment Fires	1	Community Risk Reduction	32
Transformer Fire	1	Public Service	4
Medical Assistance	33	Personal Injury Collision	6
Assist other Fire Departments	11	Hazardous Conditions	3
Automatic Fire Alarms	8	Gas Leaks	0
Electrical Wiring/Equipment	5	Investigation: Carbon Monoxide Incident	1
Water/Steam Leak	1	Dumpster/Outside Fires	1

Apartment Building Fire - 453 West Antietam Street: Fourteen adults and 3 children were displaced by an apartment fire at 453 West Antietam Street on Tuesday, January 21, 2020. One apartment was completely burned out and the other apartments are uninhabitable due to smoke damage. Hagerstown Police Department officers successfully rescued three occupants from the upper floors while the first arriving firefighters worked to knock the fire down. A warming shelter was established by the volunteers at Western Enterprise Fire Company for the displaced residents.

PARKS & ENGINEERING DEPARTMENT

ENGINEERING DIVISION

1. **Passing of Roger Reed.** This week we said “goodbye” to our co-worker and friend who passed away on January 15th. We have collected funds to plant two trees in his memory in City Park. We will also be donating funds to his family. We plan to honor Roger with a plaque at the City Park playground.

We are truly better people because we knew him. Rest in peace, Roger...you will be missed.

PARKS DIVISION

1. **Healthy Washington County Business Challenge.** In partnership with the City’s Human Resources Department and the City Wellness Committee, the Recreation Division is overseeing the City’s entry into the Healthy Washington County Business Challenge. The challenge asks employers to implement initiatives to improve the health and well-being of their employees. Since employees spend much of their time at work, the workplace is an ideal setting to implement initiatives to improve the health of community members.
<https://healthywashingtoncounty.com/resources/healthy-business-challenge>

2. **Tree Maintenance at City Park.** Staff continues to assist the contractor in removing ash trees affected by the emerald ash borer.
3. **2020 Program Planning.** Staff is partnering with the Washington County Arts Council to select bands for the 2020 Summer Concert Series. They are also selecting movies and a movie company for the annual Outdoor Movie Series at City Park.
4. **Golf Course.** Fifteen memberships have already been sold for 2020.

PLANNING & CODE ADMINISTRATION

Planning Commission. The Planning Commission will be considering these items on January 29:

- Hagerstown Commerce Center, Lots A1 and A2 – final plat.
- Hagerstown Crossing (former Aschenbach Property) – sketch plan for stormwater management.
- Tractor Supply Distribution Center - waiver to parking lot design standards.
- Update on Mayor and Council Deliberations on Comprehensive Plan Amendments and the I-81/CSX/Halfway Boulevard Annexation.
- Recommendation on the 2019 Comprehensive Rezoning.

Weekly Activity Report: January 13–17, 2020

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	3	Residential -	1	Commercial -	1	Other -	1	8
Electric	20	Residential -	17	Commercial -	3	Other -	0	20
Plumbing	5	Residential -	3	Commercial -	2	Other -	0	9
Mechanical	12	Residential -	5	Commercial -	7	Other -	0	12
Engineering Dept.	2							3
TOTAL	42		26		13		1	52
Est. Value of Issued Building Permit Projects:					FY20 Fiscal Year Totals:			
Residential				\$ 40,000.00				\$ 4,562,589.00
Commercial				\$ 841,500.00				\$ 7,579,022.00
Apartment				\$ 6,500.00				\$ 1,144,600.00
Sign				\$ 82,285.00				\$ 428,505.00
TOTAL				\$ 970,285.00				\$ 13,094,360.00
Projects of Interest:								
- Phase 2 for additional grown and packaging rooms at 560 Western Maryland Parkway - \$750,000								
- Renovations on 1 st floor conference room for office space at 1 East Franklin Street - \$40,000								
- Fabricate and install new freestanding sign at 1350 Wesel Boulevard - \$74,000								
- Removal of one story block building at 319 Summit Avenue - \$50,000								
RENTAL LICENSING PROGRAM YEAR: JULY 1, 2019 – JUNE 30, 2020								
					<u>PROPERTIES</u>	<u>UNITS</u>		
Registrations received week of Jan. 13 – Jan. 17					1	1		
New applications issued week of Jan. 13 – Jan. 17					3	3		
Total 2019-2020 registered (includes additions and subtractions since 5/2/19)					3,596	9,241		
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		\$ 75						
Weekly adjustment/credits		\$ 0						

INSPECTIONS	
<u>TYPE</u>	<u>NUMBER CONDUCTED</u>
Building	45
Electrical	35
Plumbing	17
Mechanical	12
Safety	16
Neighborhood Vitality	41
Quality of Life	6
Preventive Maintenance	11
Planning & Zoning	3
INSPECTIONS KEY:	
<u>Categories of Conditions</u>	
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:	1,216	Field Interviews:	13
Arrests/Warrants Served:	26	Moving Violations:	29
Domestic Violence Calls:	12	Safety Repair Orders:	5
DUI Arrests:	1	Warnings:	86
Reports Filed:	126		

REPORTS

01/17/20: Officer Zupan responded to Ben's Flower Shop on Potomac Avenue for the report of a malicious destruction of property that had previously occurred. An employee of the business stated that the rear window of the company vehicle had been shattered. It is estimated that the window of the vehicle will cost approximately \$100 to replace. There are no suspects at this time.

01/18/20: Officer Campbell was dispatched to Sheetz on East Washington Street for the report of a male trespassing on the property. The officer located the male and he was identified as the same male he issued a No Trespass Letter earlier in the day. The male appeared to be under the influence of some unknown substance. He was transported to Mertius Medical Center for treatment. The male was charged with Trespass Private Property.

01/19/20: Officer Brady responded to Hagerstown Laundry located on West Washington Street for a reported assault in progress. Dispatch advised that the caller was hard to understand as she was yelling and not answering the call taker's questions. When the officer arrived was a male and female yelling at one another. The female was causing a disturbance in the business and customers were leaving the establishment. The officer separated the male and female in an effort to gather information about the disturbance. Both individuals appeared to be intoxicated and claimed that someone had assaulted them. The officer could not find any signs of injury and advised the individuals to leave the area. The male was compliant but the female would not move and stated she needed an ambulance. Community Rescue Service was called and transported the female to Meritus Medical Center. The female was charged with Fail to Obey Lawful Order, Intoxicated Public Disturbance and Trespass Private Property.

01/20/20: Officer Repp was dispatched to East Avenue for a burglary in progress. Dispatch advised that two suspects had already fled the scene. One subject was wearing a bright yellow jacket and the other suspect was wearing a camo jacket. The officer circled the block and turned down Cramer's Alley and saw both suspects walking toward East Avenue. The two suspects started to flee and other HPD officers arrived to assist in their apprehension. Both suspects were identified and advised HPD that they were only looking for somewhere to plug in their cell phones. The owner of the vacant property stated that he came to the property to conduct a check when he saw the two suspects inside. At that point, the two males fled the scene. The property owner stated that a bag was located on the second floor containing a coat and a hat. One of the suspects claimed the bag. Both males were arrested and charged with Burglary 4th Degree.

PRESS RELEASES

On 01/18/20 at 1:59 a.m. HPD responded to Meritus Medical Center for a report of a male who arrived with a gunshot wound. Upon arrival, officers located a juvenile male with a gunshot wound to the arm. The male would not provide any information about the details of the shooting or the location where the shooting occurred. The only information that officers were able to obtain was that the juvenile was picked up in the area of Salem Avenue and Central Avenue after being shot. The juvenile was transported to Meritus Medical Center where he was in stable condition. The juvenile male had a warrant for his arrest and is in police custody. If you witnessed the incident or have any information that would help the investigation, please contact Detective Patterson at 301-790-3700 x248 or use crimetip@hagerstownpd.org.

OTHER NEWS/INFORMATION:

Congratulations to Officer Scott Huff. Effective January 17, 2020, Officer Scott Huff completed his Filed Training and is certified for solo patrol. Officer Huff will remain on Baker Platoon under the command of Sergeant Ed Plummer. We wish him much success with his career in law enforcement at the Hagerstown Police Department.

PUBLIC WORKS

CHART NO. 1 – GENERAL PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	185	185
	University District Deck	440	440
Number of Student Permits	Central, Market, Rochester Lots	28	28
Number of Patrons Using Decks	A & E Deck	1558	1628
	University District Deck	1725	1748
Number of Citations Issued	(Includes Warnings)	243	242
Late Payment Notifications		23	31
Peak Occupancy (%)	A & E Deck	95% Fri @ 10 PM	*100% Thu @ 6 PM
	University District Deck	55% Wed @ 2 PM	60% Wed @ Noon

*Event at the MD Theatre

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

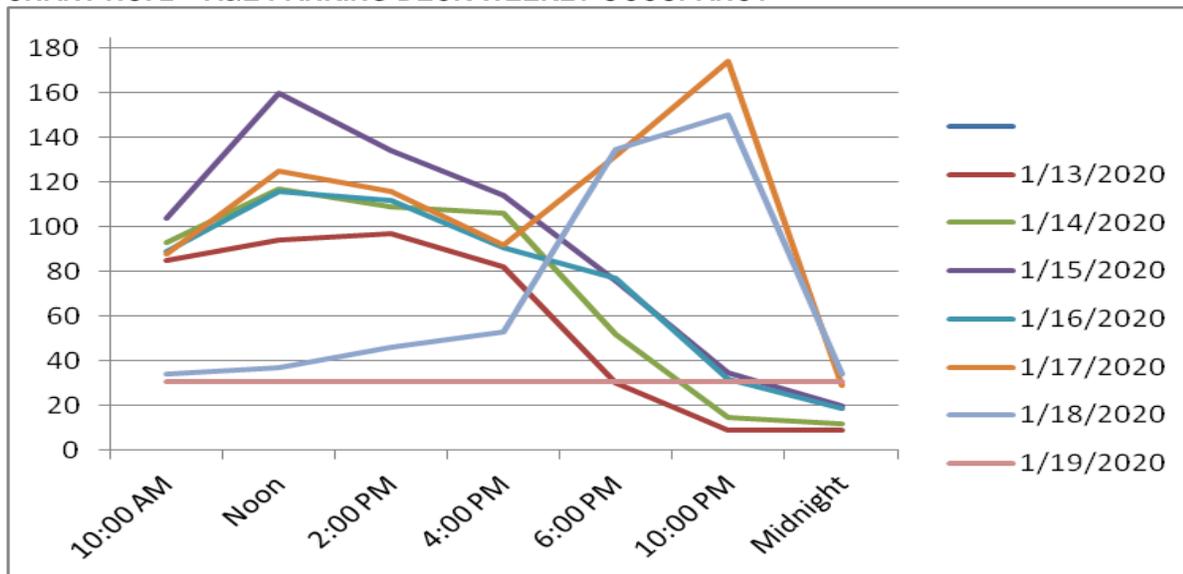
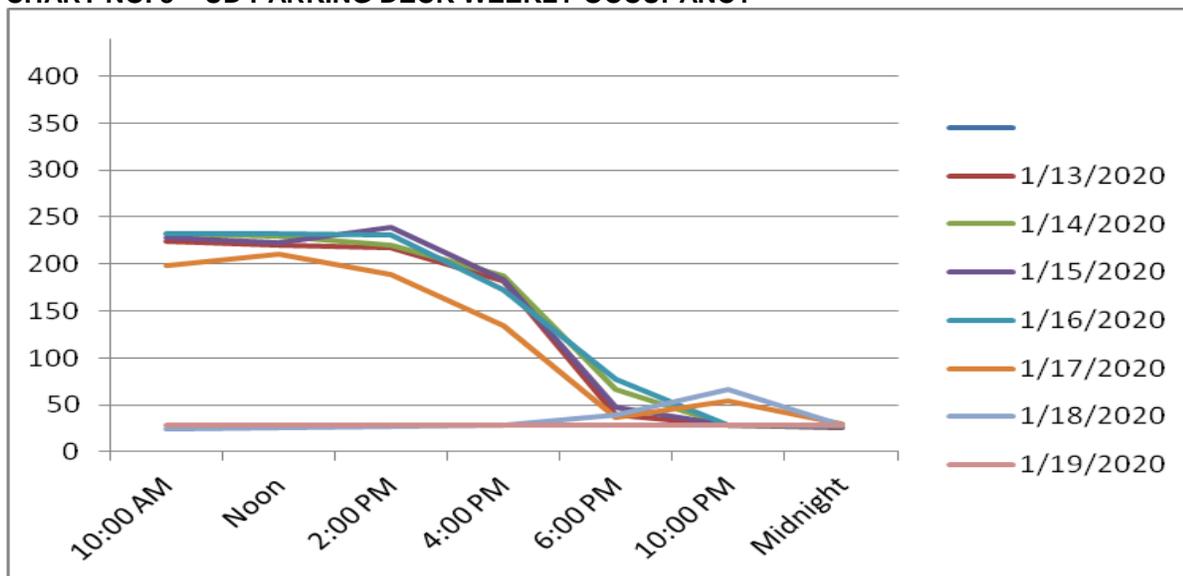


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	1	1
Fire	0	0
Human Resources	0	0
Light	1	2
Parks & Engineering	1	1
Police	8	8
Public Works	5	7
Wastewater	0	0
Water	6	3
Weekly Totals	22	22
Yearly Total	44	

AFTER HOUR CALL BACKS

There were no call backs this week.

PROPERTY PROJECTS UPDATE

Staff is working on two building projects at City Hall. The first is the renovation of several rooms on the fourth floor. Space is being carved out of the Finance conference room and some space in Code Administration for several staff from Billing. Currently, there are three staff members in the Public Works/Water Department offices on Memorial Boulevard. These employees will be relocated to this renovated space at City Hall.

The second project involves the removal of asbestos floor tile in the Information Technology Department (IT) that is located on the first floor of City Hall. The original floor tiles contain asbestos and need to finally be removed as portions of it are broken. The City has contracted with ACM Services, Inc. to properly remove the old tile. Carpet Gallery will follow directly behind them to install new tile flooring. This work will be completed the week of January 27–31, 2020.

This is part of a long range project to remove the remaining asbestos contained within City Hall. The majority of the asbestos is in the old floor tile. This is not harmful or an issue as long as the tile is intact. The tile can also be covered with another flooring (tile, carpet, etc) which has also been done in the building. However, the building opened for operations in 1940 and it seemed appropriate to work towards a goal of total asbestos abatement.

Finally, an underground storage tank (UST) at City Hall was abandoned in place per MDE guidelines. A 2,000 gallon heating oil tank is buried beneath the sidewalk along Franklin Street. The tank was installed in 1991 and was approaching its useful life of 30 years. The tank had to be replaced, removed or abandoned in place in the near future. The decision was made to abandon in place due to the extraordinary cost that it would have taken to remove and replace the sidewalk and street if the tank was removed or replaced.

The tank served as a secondary fuel source for the boilers at City Hall. The two boilers were originally built to operate on either fuel oil or natural gas. Neither boiler had ever burned fuel oil. The decision was made to have natural gas be the primary fuel of choice.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Service Calls

- Fri. 1/17 - 827 Concord Street: Partial outage; the connections to the inside of the meter socket were found to be loose. Time Out: 22.6-23.7
- Tues. 1/21 - 453 West Antietam Street: House fire; the service was disconnected at the pole until repairs and inspections are completed. Time Out: 3.5-5.0
- Intersection, South Potomac Street and Memorial Boulevard: Pole damaged; Line crews replaced pole #551 that was broken in vehicle accident. Time Out: 6.7-7.0
- Wed. 1/22 - 1025 Jefferson Boulevard: Miss Utility locate; emergency locate for water main break. Time Out: 6.7-7.2

Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- The Staff Engineer began planning, railroad permitting, and requisition of material activities for an 80ft utility pole replacement on Franklin Street.
- The Engineering Designer completed plans for upgraded lighting at City Park.
- Staff performed routine substation inspections and trench inspections for electrical conduit upon contractor request.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, January 15, 2020	5.86	0.00
Thursday, January 16, 2020	5.28	0.01
Friday, January 17, 2020	5.40	0.00
Saturday, January 18, 2020	5.54	0.19
Sunday, January 19, 2020	5.59	0.09
Monday, January 20, 2020	5.71	0.00
Tuesday, January 21, 2020	5.56	0.00
Weekly - Avg. Flow / Total Rainfall	5.56	0.29
Monthly – Avg. Flow /Total Rainfall	5.60	1.56

- Continued replacing faulty wire from BNR MCCs to mixers #2 & #16.
- Repaired DI piping and replaced valves in Lab.
- Replaced sump heater in US Filter air scrubber.
- Replaced bearings in Auma effluent gate actuator.
- Started upgrading UV PSU #3 wiring and controls.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	#1	739'	25'	
Flushing	#32	5,911'		

Collection System Maintenance Tasks

- Smoke tested MH reach 08092-08096; found three defects in Alley ROW.
- Completed patches at 37 Nottingham Road, 12'X 5' and at 364 Nottingham Road, 24'X 12'.
- Unit #527; replaced batteries.
- HPG; replaced lower door panels on bay door #3.
- Pump Station #4; added new patch to PLC control circuit.
- Pump Station #5; fixed control box.
- Pump Station #10; pulled and cleaned #1 pump, installed/repared muffin monster.
- Pump Station #21; worked on sensor stick, also installed new float cable.
- Sewer Backup, 321 Frederick Street; problem on the private side.
- Sewer Backup, 303 Vista Avenue; problem on the private side.
- Sewer Backup, 1205 Frederick Street; problem at connection, opened with Vactor.

- Sewer Backup, 829 Florida Avenue: blockage in mainline with rags and grease from the ARC, have made them aware to cease usage.
- Sewer Backup, 341 Nottingham Road; problem on the private side.
- Grinder Pump call, 11029 Plumwood Drive: checked tank, calibrated low amp switch to current conditions.
- General pump shop repair work.

Administration

Wastewater Division – Customer Call Log Summary 2019/2020							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	2	1	0	0	0	2	5
YTD 2020	4	5	1	0	1	7	18

Engineering

- Staff reviewed details for the LPSS with Collections System staff and inspector.
- Staff reviewed two upcoming projects with engineering firms.

Laboratory

- Ordered supplies for lab operation.
- Reported results of quarterly toxic chemical testing to Wastewater Treatment Superintendent.
- Prepared reagents for Lachat operation.
- Process and regulatory testing was routine for the week.

WATER DIVISION

Plant Flows - System Demand (MGD)

Date	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
01/16/20	10.09		10.09
01/17/20	10.23		10.23
01/18/20	9.66		9.66
01/19/20	10.05		10.05
01/20/20	10.13		10.13
01/21/20	10.23		10.23
01/22/20	10.11		10.11
<i>Average</i>			<i>10.07</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–Replaced the batteries on the generator.
- R.C. Willson–Repaired the Trac-Vac.
- Tanks–Installed the UPS on the control cabinets.

Water Production at Breichner/Edgemont Reservoir. The Edgemont Reservoir pool elevation is currently at 2.8 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.
- Repairs were made to service line leak on Gettysburg Way.

Laboratory

- Received annual proficiency testing supplies.
- Collected composite samples from lagoon discharge.
- Process and regulatory testing was routine for the week.
- Ordered supplies for lab operations.
- Reported results of quarterly toxic chemical testing to Wastewater Treatment Supt.
- Prepared reagents for Lachat operation.
- Process and regulatory testing were routine for the week.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	1	1
Preliminary Plats	-	-
Final Plats	-	-
Replat	-	-
Grading Plan	-	-
Building Permits	21	4

- Staff met with consultant and owners on the project on Wesel Boulevard.
- Staff performed main testing for McCleary Hill.



Respectfully submitted,

A handwritten signature in blue ink that reads "Scott A. Nicewarner". The signature is fluid and cursive.

Scott A. Nicewarner
City Administrator