

# CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 11 FOR 2020



March 20, 2020

To Mayor Bruchey and Members of the City Council:

## UPCOMING MEETINGS

### MARCH 2020

*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>*

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 7-9am State of the City @ Maryland Theatre  4pm Work Session  6-8pm State of the City @ Bridge of Life	4	5 5:30pm Youth Advisory Council Meeting	6	7
8	9	10 3pm Executive Session  4pm Work Session	11 4pm Hagerstown Planning Commission Meeting	12 4pm Board of Traffic & Parking Meeting  4:30pm Hagerstown Historic District Commission Meeting	13	14
15	16 5pm Youth Advisory Council Meeting	17 4pm Work Session M&C Meeting Cancelled	18	19	20	21
22	23	24 7pm Regular Session M&C Meeting Cancelled	25	26	27	28
29	30	31 No M&C Meeting				

## COMMUNICATIONS DEPARTMENT

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

- All Maryland Schools Closed March 16-27 in Response to COVID-19
- Health Department Officials Defend Needle Exchange Program
- Coronavirus Impact to be Felt in the Wallet

- Locals Think About Food Supplies, Loved Ones in ‘Crazy’ Effects of Virus
- Hogan Closes Bars, Restaurants, Movie Theaters
- Hogan Delays Primary and Preakness, Reduces Public Transit
- Washington County, Hagerstown Declare States of Emergency
- Hagerstown Council Debates Supporting Hotel Bill
- Hagerstown Cancels Remaining March Council Meetings
- Maryland General Assembly Session Adjourns Early due to Virus
- Meritus Opens Drive-Thru Testing Site
- Press Release: Declaration of Civil Emergency
- Press Release: Council Meeting Canceled
- Traffic Advisory: East Antietam Street
- Traffic Advisory: Sycamore Street

**This Week’s Video Projects**

- Neighborhoods 1<sup>st</sup> Highlight Video Shooting

**Channel 25 Hub City Now Programming:**

- “State of the City” Event Video
- “Hub Bub” Video Podcast
- See It, Say It, Send It App Video
- The Fit Room :30 Spot
- Stormwater Program Informational Video
- MTA Commuter Connection

**City Website:**

- [www.hagerstownmd.org](http://www.hagerstownmd.org) attracted 11,241 user visits for the week of March 9-15, 2020.

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

• Home Page	2,403
• Coronavirus Page	1,896
• Utility Billing Page	1,221
• Police Page	207
• Calendar Page	199
• Bids Page	159
• Parks & Recreation Page	147
• Jobs Page	146
• Firefighters Page	106
• Flying Fitness Page	77
• Utilities Page	77

- Top Searches:

- “True”
- “Online bill payment”
- “Coronavirus”
- “Pay water bill”
- “Holidays”

**DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT**

**Business Development Update:**

- Staff continues to share information to reassure and assist businesses during the Coronavirus (COVID-19) pandemic including resources from Maryland Department of Commerce and Small Business Administration. The City of Hagerstown and Washington County Government are now approved for U.S. Small Business Administration Disaster Assistance Loans. Businesses may now apply online at <https://disasterloan.sba.gov/ela/>. Please also email us if you are interested in applying for a loan so we are aware of your application: [DCED@hagerstownmd.org](mailto:DCED@hagerstownmd.org)

- On Monday, Jill Thompson and Doug Reaser participated in a conference call organized by Congressman David Trone to discuss how the coronavirus is affecting the business community in the District.
- DCED, Engineering and PCAD staff worked together with downtown businesses to reserve parking spaces for curbside pickup options.
- DCED is regularly updating and promoting a list of restaurants City-wide who are open and operating on a carry-out/delivery basis at this time.

**Main Street:** Vendor applications are being accepted for this year's Chistkindle Markt. The event is scheduled for December 11 and 12, 2020.

**Events:** Due to Governor Hogan's Executive Orders related to COVID-19:

- The Neighborhoods 1<sup>st</sup> Spring Dinner and Taste of the Arts have been postponed
- The Maryland International Film Festival scheduled for March 27-29, 2020 has been postponed and rescheduled for August 28-29, 2020.
- The City Farmers Market and Engine Room Art Space are closed.

## FIRE DEPARTMENT

### FIRE DEPARTMENT CALLS FOR ASSISTANCE

House/Apartment Fires	0	Community Risk Reduction	
Cooking Fires	1	Public Service	3
Medical Assistance	17	Personal Injury Collision	9
Assist other Fire Departments	6	Fuel/Hazard Spills	0
Automatic Fire Alarms	1	Gas Leaks	1
Downed Power Lines	1	Investigation: Carbon Monoxide Incident	2
Water/Steam Leak	3	Dumpster/Outside Fires	0

## PARKS & ENGINEERING DEPARTMENT

### ENGINEERING DIVISION

1. **Safe Routes To School: Haven Road/Pennsylvania Avenue Sidewalk.** Construction has re-started after the Winter shutdown. Work is currently being done to rebuild driveways to First Choice Pediatrics and the closed PNC bank. Next week the contractor will complete the ramps at the Fairview Road intersection and then proceed to Haven Road.
2. **Hillside Manor.** Staff completed a preliminary signal warrant analysis for residents within the City and forwarded it to the County for consideration on their roadway.
3. **Roof Replacement.** Staff advertised a Contract to replace the Public Works Salt Shed Roof. The bid opening will be April 7<sup>th</sup>.
4. **Paving.** Craig Paving completed all work this past week remaining from the 2019 contract.
5. **Engineering Statistics**

TRAFFIC ISSUES		
Description	Week of 3/15/20	Calendar Year 2020 TOTALS
Traffic complaints received	4	43

Work Orders completed	3	27
Traffic counts completed	4	8
<b>CONSTRUCTION PROJECTS</b>		
Description	Week of 3/15/20	Calendar Year 2020 TOTALS
Projects advertised for bids	0	2
RFP's Advertised	1	4
Projects under construction	4	5
Projects completed	0	1

**PARKS DIVISION**

- 50 Miles More - Hub City 100 Miler Extended Challenge.** Continue the Hub City 100 Miler Challenge for 50 more days! Keep your body moving to help conquer stress and anxiety. Complete 1 mile a day and stay connected with the 100 Miler community! The Hub City 100 Miler Final Walk & Wellness Expo, originally scheduled for April 18, has been rescheduled to June 6<sup>th</sup>. Let's make the most of this opportunity and keep the progress going until then.

Register for the 50 Miles More Challenge for \$5 and receive:

- 50 more days of staying motivated and active
- access to our private Facebook group
- weekly motivational emails
- more weekly prizes to win!

[https://apm.activecommunities.com/hagerstownparksandrec/Activity\\_Search/4025](https://apm.activecommunities.com/hagerstownparksandrec/Activity_Search/4025)

- Golf Course.** The Golf Course remains open. Operating hours are 8 a.m. to 6 p.m.

**PLANNING & CODE ADMINISTRATION**

**Planning Commission.** The Planning Commission meeting scheduled for March 25 has been canceled. Staff are working to line up alternative meeting arrangements on April 1 to handle several critical cases that are ready for action.

**Historic District Commission.** The HDC will be acting on one case scheduled for the March 26 meeting. However, due to corona virus concerns, review of the fence permit will be handled via email.

**Weekly Activity Report:** March 2–13, 2020

<b>PERMITS</b>								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	16	Residential -	8	Commercial -	3	Other -	5	17
Electric	40	Residential -	23	Commercial -	16	Other -	1	30
Plumbing	15	Residential -	10	Commercial -	2	Other -	3	15
Mechanical	10	Residential -	7	Commercial -	3	Other -	0	10
Engineering Dept.	7							0
<b>TOTAL</b>	88		48		24		9	84
<b>Est. Value of Issued Building Permit Projects:</b>					<b>FY20 Fiscal Year Totals:</b>			
Residential				\$ 321,038.00				\$ 5,462,672.00
Commercial				\$ 2,713,238.00				\$ 8,962,972.00
Apartment				\$ 9,200.00				\$ 1,207,900.00
Sign				\$ 3,480.00				\$ 434,505.00
<b>TOTAL</b>				<b>\$ 3,046,956.00</b>				<b>\$ 16,068,049.00</b>

Projects of Interest:		
- Convert existing restaurant to Tropical Smoothie at 17997 Garland Groh Boulevard - \$78,000		
- Replacement of second half of roof at 1101 South Potomac Street - \$2,545,028		
- Construct single family home at 17311 Kilpatrick Court - \$105,000		
- Construct single family home at 17319 Kilpatrick Court - \$105,000		
- Interior renovations to existing dwelling at 331 McDowell Avenue - \$35,000		
<b>RENTAL LICENSING PROGRAM YEAR: JULY 1, 2019 – JUNE 30, 2020</b>		
	<b>PROPERTIES</b>	<b>UNITS</b>
Registrations received week of Mar. 2 – Mar. 13	7	15
New applications issued week of Mar. 2 – Mar. 13	2	2
Total 2019-2020 registered (includes additions and subtractions since 5/2/19)	3,624	9,288
Percentage of rental license renewals that have registered for the 2019-2020 license year	99.0%	99.0%
<b>Notes:</b> The 2019-2020 rental license renewals for 9,609 units in 3,807 properties were mailed on May 3, 2019.		
<b>PAYMENT</b>		
Weekly payment received	\$ 450	
Weekly adjustment/credits	\$ 75	
<b>INSPECTIONS</b>		
<b>TYPE</b>	<b>NUMBER CONDUCTED</b>	
Building	98	
Electrical	66	
Plumbing	55	
Mechanical	20	
Safety	81	
Neighborhood Vitality	49	
Quality of Life	16	
Preventive Maintenance	11	
Planning & Zoning	2	
<b>INSPECTIONS KEY:</b>		
<b>Categories of Conditions</b>		
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:	1,333	Field Interviews:	12
Arrests/Warrants Served:	24	Moving Violations:	14
Domestic Violence Calls:	24	Safety Repair Orders:	5
DUI Arrests:	1	Warnings:	53
Reports Filed:	143		

### REPORTS

**03/12/20:** Officer Moczydlowsky was dispatched to Jonathan Street for a disturbance. Officer Filges was down the street dealing with a separate matter and he could hear the yelling and could see the disturbance it was causing. Officer Moczydlowsky knocked on the door and a male answered and continued to yell at a female inside the residence. A female then came to the door and stated she and her boyfriend were arguing but she was fine. The boyfriend grabbed his girlfriend's arm and pushed her back into the house. The suspect was warned to lower his voice but he did not comply, but instead he swung his arm at his girlfriend. The officer attempted to place the suspect under arrest but he resisted. It took three officers to get the arms of the suspect behind his back so he could be handcuffed and placed into the cruiser. The suspect began banging his head off the window of the cruiser. The suspect was transported to Central Booking for processing.

**03/13/20:** Officer Romero responded to Jefferson Street for a report of a theft from a motor vehicle. The victim stated that someone had broken into her vehicle and stole her and her daughter's backpacks. The victim's backpack contained a laptop which was described as a black Dell Latitude valued at \$1,200. The daughter's backpack contained a T183 Calculator. The victim was confident that she secured her vehicle however, there were no signs of forced entry. The officer located a surveillance camera that captured the incident. The officer viewed the victim's son unlock the vehicle and remove his backpack. He left without securing the vehicle. Later in the evening a black male, who was wearing all black clothing, entered the vehicle and can be viewed taking the two backpacks. A photograph of the suspect was sent to the department. The officer discovered the daughter's backpack in a nearby alley, however the backpack containing the laptop was not found. No further details are available at this time.

**03/14/20:** Officer Thompson was dispatched to Cleveland Avenue for the report of an assault in progress. Dispatch described the suspect as a male in a white shirt, possibly Hispanic. As the officer approached the scene he noticed a female and a male, wearing a white shirt, arguing on the sidewalk. It appeared the male was going to strike the female, so the officer sounded his horn in an attempt to gain the attention of the suspect. The suspect, however, ignored the horn. When the officer got closer, the suspect turned as if he was going to flee the area. The suspect then turned to the officer as to insinuate a physical altercation and began walking towards the officer. The officer gave warnings to the suspect to stop or the officer would deploy his Conducted Electronic Weapon. Once again the suspect ignored the warning and the officer deployed the weapon to the suspect's upper right chest. The suspect was transported to Central Booking and charged with Assault 2<sup>nd</sup> degree and related charges.

**03/16/20:** Officer Romero responded to Medway Road for a domestic report. The victim stated that her boyfriend assaulted her and took her car, which was in her name only. He fled the area before the police arrived. The victim stated that her boyfriend had been abusive before and she did not want to bring charges against him for taking the car. The officer observed a bruise in the middle of the victim's back, however she refused medical treatment. The officer advised the victim to go to District Court to obtain a Protective Order against the boyfriend. The victim did agree to take that step for protection. No further details are available at this time.

**03/17/20:** Officers Lucas and Easley were dispatched to North Potomac Street for a reported disturbance. Upon arrival the officers approached a male who appeared to be unconscious but breathing. He was lying on the stairs at the entrance to the apartment complex. The officers were able to wake up the male and attempted to get his name but the male just mumbled. Community Rescue Service arrived to treat the male. When the male was moved, the officers noticed a plastic baggie filled with a white powdery substance. The officer's recognized this substance to possibly be cocaine. The substance was later submitted to the Western Maryland Crime Lab for testing and measurement. The male was transported to Meritus Medical Center for treatment.

**03/18/20:** Officer Easy responded to a parking complaint on Sumans Avenue. Upon arrival the officer noticed a gray Honda van parked in a clearly posted “No Parking” zone. The officer attempted to contact the owner but was unsuccessful. Freestate Towing arrived and the vehicle was towed without a hold placed on it. No further details are available.

**PRESS RELEASES**

On 02/15/20 at 2:58 p.m. officers from the Hagerstown City Police Department Violent Crimes Task Force conducted an operation targeting drug activity in the area of Jonathan Street and Church Street. Officers conducted a stop of a vehicle in the unit block of Church Street. Upon search of the vehicle, officers located drugs and a loaded handgun. Officers took the driver, 68 year old Harold George Russ Jr. of Hagerstown, into custody without incident. Russ was transported to the Washington County Detention Center and is charged with the following: Loaded Handgun, Loaded Handgun in Vehicle, Handgun in Vehicle, Firearm in Use of Felony, Regulated Firearm-Illegal Possession, CDS: Possession-Firearm, Firearm Drug Traffic, Restricted Firearm, CDS: Possession Not Marihuana, CDS: Possession Intent to Distribute, CDS: Possession Intent to Distribute with Firearm and Common Nuisance. Harold George Russ Jr. is currently being held without bond. This investigation was a coordinated effort between the Hagerstown City Police Department and the Hagerstown City Police Department Violent Crimes Task Force under the Maryland Criminal Intelligence Network (MCIN). The Governor’s Office of Crime Control and Prevention (GOCCP) provides grant funding and strategic support to MCIN member sites to identify, disrupt, and dismantle criminal organizations through inter-agency collaboration and data sharing to make Maryland safer.

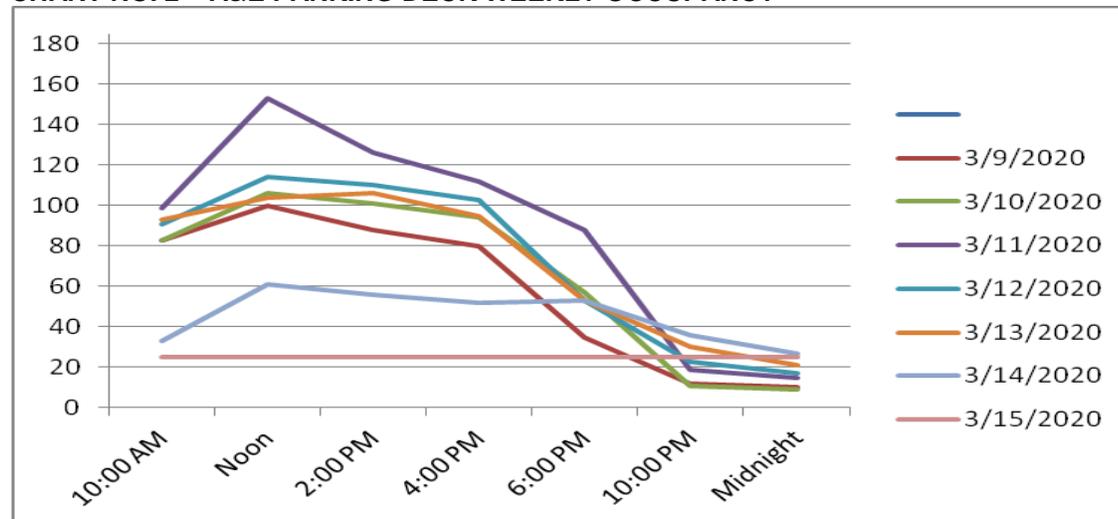
**PUBLIC WORKS**

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

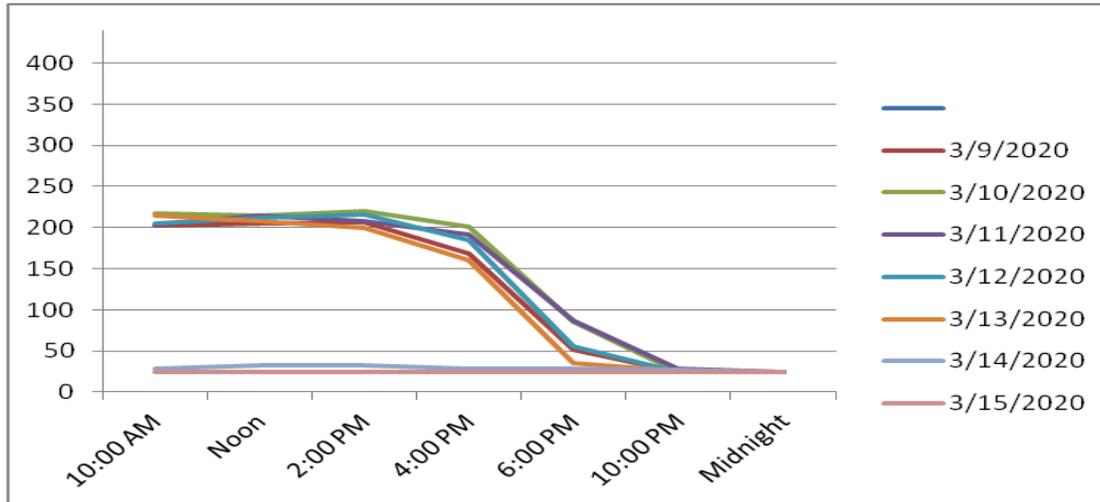
		Current Week	Previous Week
<b>Number of Permit Holders</b>	A & E Deck	185	185
	University District Deck	440	440
<b>Number of Student Permits</b>	Central, Market, Rochester Lots	28	28
<b>Number of Patrons Using Decks</b>	A & E Deck	1316	1519
	University District Deck	1621	1792
<b>Number of Citations Issued</b>	(Includes Warnings)	217	253
<b>Late Payment Notifications</b>		31	24
<b>Peak Occupancy (%)</b>	A & E Deck	83% Wed @ Noon	*NA
<b>Peak Occupancy (%)</b>	University District Deck	54% Tue @ 2 PM	47% Wed @ 2 PM

**\*NOTE: A technical issue at the A&E Deck caused a failure recording daily occupancies.**

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



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



**PARKING SYSTEM UPDATE.** Paid parking at the parking meters and permitted parking (lots and decks) was suspended effective Wednesday, March 18, 2020 due to the numerous forced closing of businesses by the coronavirus. Parking meters were bagged to make it clear that money was not being accepted at the meters. The gate arms at the decks were physically removed to ensure no damage occurs to them by vagrants. Work hours were reduced for the part time staff and they have been reassigned to pick up trash throughout the downtown. Suspension of paid parking will remain in place until further notice.

**CENTRAL MAINTENANCE GARAGE REPAIR DATA**

	Current Week	Previous Week
DCED	0	0
Fire	1	0
Human Resources	0	0
Light	1	3
Parks & Engineering	1	3
Police	5	10
Public Works	6	13
Wastewater	1	1
Water	7	3
<b>Weekly Totals</b>	<b>22</b>	<b>33</b>
<b>Yearly Total</b>	<b>258</b>	

**AFTER HOUR CALL BACKS**

- There were no after hour issues to report for this week.

**PROJECT UPDATES**

- Maryland Watch Works continues to move forward in preparation for occupancy by April 1<sup>st</sup>. Painting has been completed and flooring installation has begun ahead of schedule. The new tenants should be able to take occupancy on time.
- The next remodel project for staff is for the Human Resources Department. The first floor conference room will be divided to provide for new office space. The work will include a new central air conditioning system to service the entire department. M. S. Johnston Company will furnish and install the new a/c system. Work will begin shortly.

## UTILITIES DEPARTMENT

### ELECTRIC DIVISION

#### **Service Calls:**

- Fri. 3/13 - 902 Mulberry Avenue: Partial outage; burnt connectors were replaced at the pole. Time Out: 15.6-16.1
- Sat. 3/14 - Just prior to Business Parkway on Burhans Boulevard: Pole damaged; line crews replaced a pole that was struck and broken in a vehicle accident. Time Out: 2.0-5.5
- 109 Calvert Terrace: Miss Utility locate; emergency locate for Columbia Gas. Time Out: 14.7-15.2
- 25 ½ West Franklin Street: Total outage; the customer's main breaker was found to be bad. Time Out: 18.1-19.0
- Mon. 3/16 - 115 Bethel Street: Total outage; electrical service was found to be on when the con call employee arrived. No answer. Time Out: 19.5-20.5

#### **Engineering**

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- The Staff Engineer complied, released, reviewed, and approved bids for purchase of HLD stock materials and other necessary items for operation.
- Engineering staff continued work on multiple jobs involving railroad right of way occupation and coordination with various rail companies.
- The Staff Engineer specified new materials for HLD use on the electric utility system.

### WASTEWATER DIVISION

#### **Wastewater Treatment Plant at Frederick Street**

Date	Flow (mgd)	Rainfall (inches)
Wednesday, March 11, 2020	5.26	0.00
Thursday, March 12, 2020	5.25	0.00
Friday, March 13, 2020	5.40	0.19
Saturday, March 14, 2020	5.10	0.07
Sunday, March 15, 2020	5.39	0.11
Monday, March 16, 2020	5.25	0.00
Tuesday, March 17, 2020	5.31	0.00
Weekly - Avg. Flow / Total Rainfall	5.28	0.37
Monthly – Avg. Flow /Total Rainfall	5.36	0.73

#### **Miscellaneous**

- Continued work on upgrading conference room in Control Bldg.
- Replaced vacuum pump on hydrocarbon analyzer.
- Replaced belt and pulley on lab exhaust fan.
- Cleaned, calibrated and replaced pump tube on ChemScan.
- Routine MP2 Work Orders & Corrective Work Orders.

## Wastewater Collection

### SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	N/A out of Service			
Flushing	#1	6,739'		

### Collection System Maintenance Tasks

- Camera truck taken to Rausch for repairs.
- Miss Utility training for staff.
- 200 Block East Irvin Avenue, excavated, formed and poured 50' of curb.
- 212 and 220 East Irvin Avenue, excavated and replaced 70' of lateral, installed 2-6" C/O.
- Sewer backup, 140-142 East North Avenue, problem on private side.
- Sewer backup, 412 Rhode Island Avenue, problem on the private side.
- Sewer backup, 315 South Cannon Avenue, problem on the private side.
- Sewer backup, 11517 Englewood, problem on the private side.
- Grinder pump call, 11138 Mahogany Drive, reset smart switch.
- Grinder pump call, 20112 Teakwood Drive, reset smart switch.
- Tweaked new SCADA system at PS #8.
- General pump shop repair work.

### Administration

Wastewater Division – Customer Call Log Summary 2020							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	0	3	0	0	0	4	7
<b>YTD 2020</b>	<b>14</b>	<b>21</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>41</b>	<b>79</b>

### Engineering

- Staff working with developers for what utilities are available.
- Staff worked with lining company.
- Staff met with developer via webinar.
- Staff worked on ArcGIS online.

### Laboratory

- Prepared Emergency Operations SOP.
- Attended Continuity of Operations conference call.
- Prepared reagents for Lachat operation.
- Process and regulatory testing was routine for the week.

**WATER DIVISION**

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

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
03/12/20	9.70		9.70
03/13/20	9.81		9.81
03/14/20	9.47		9.44
03/15/20	9.24		9.24
03/16/20	9.83		9.83
03/17/20	9.71		9.71
03/18/20	10.54		10.54
Average			9.75

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

- R.C. Willson and Pump Stations--Staff worked on facility maintenance and routine preventative maintenance.

**Water Production at Breichner/Edgemont Reservoir.** The Edgemont Reservoir pool elevation is currently at 4.7 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 a water main break on Oak Ridge Drive.

**Laboratory**

- Completed the monthly QC.
- Reported the TOC Removal Efficiency to the Water Production Superintendent.
- Process and regulatory testing were routine for the week.

**Engineering**

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	2	1
Preliminary Plats	-	-
Final Plats	1	1
Replat	-	-
Grading Plan	-	-
Building Permits	9	5

- Staff performed a fire flow test in the area.
- Staff met with a developer.



Respectfully submitted,

Scott A. Nicewarner  
City Administrator