



City of Hagerstown, Maryland Status & Information Report No. 24 for 2012

June 15, 2012

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

JUNE 2012						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 4:30-9:45pm Blues Fest @ City Central Lot	2 12-9:30pm Blues Fest @ City Central Lot
3 12-5pm Blues Fest @ City Park Bandshell	4	5 3pm Executive Session 4pm Work Session	6	7 10am Market Faire @ Public Square	8	9
10	11	12 4pm Work Session	13	14 12:30pm Flag Day Ceremony @ University Plaza	15	16 8am-2pm Fishin' Frenzy @ Pangborn Park
17	18	19 5:30 pm Executive Session 7pm Regular Session	20	21	22	23
24	25	26 10 am Korean War Veterans Association Memorial - Groundbreaking Ceremony No M&C Meeting	27	28	29	30

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

BUSINESS & COMMUNITY RELATIONS DIVISION

1. **Flag Day Ceremony:** The City of Hagerstown hosted the first Flag Day Ceremony on Thursday, June 14 at 12:30 p.m. Approximately 70 people participated in and attend the event.
2. **Busy Weekend:** Staff has a huge weekend with a number of events including:
 - **June 15 - Tour of Washington County - 5:30PM:** The kick off of the Tour of Washington County will occur on Friday, June 15 at 5:30 p.m. until 10 p.m. First, there will be bike parade and then showcase cycling races staged like in a Tour De France style.
 - **June 16 - Fishin' Frenzy - 8 AM to 2 PM:** This delightful day in the park will feature excellent food and a fishing extravaganza open to all senior citizens, children and people with people with disabilities. This is a cooperative effort between MIHI, the City of Hagerstown, the Maryland Department of Natural Resources and the Antietam Bass Masters.

- **June 16 and June 17 - First Call Weekend - City Park:** This weekend features encampments, living history, family and youth activities, civil war baseball, demonstrations, book signings vendors and more. The Museum of Fine Arts will host a Civil War Ball and will open up the landmark new Civil War Exhibit t the Washington County Museum of Fine Arts.
 - **June 17 - June 24 - Miss Maryland Pageant:** The Miss Maryland and Miss Teen Maryland Pageant will be held this week in Hagerstown. Opening Ceremonies will be at the Valley Mall on Sunday and Councilmember William Breichner will speak and at the opening dinner Sunday evening Councilmember Marty Brubaker will speak.
3. **Upcoming Events:**
- June 30 - Faire Off The Square - 9 AM to 2 PM - Benefits Girls, Inc.
 - July 4th - Fireworks at Fairgrounds Park - 6:30-9:30 p.m. with the Fireworks Display at 9:30 p.m.
 - July 6 - City Center Bike Night
4. **Volunteers:** Volunteers are signing up for the 150th First Call Weekend Event at City Park. We are gearing up for this large event.
5. **City Market:** Staff is working on the next event at Market, Celebrating Dad at Market, set for June 16th beginning at 7 a.m. Staff is also working on the 229th celebration for the Market Birthday event that will place in August - the goal - a Happy Birthday Party!
6. **Some of this Week's Headlines and Media Releases:**
- Residents Earning Rewards Through Recyclebank!
 - Public Invited to Flag Day Ceremony at University Plaza
 - Additional Charges Filed in Virginia Avenue Arson Case
 - Press Conference: First Call Weekend
 - Traffic Advisory: Virginia Avenue
 - Traffic Advisory: Tour of Washington County
7. **Hub City on 6:**
- Watch the Ripken Design presentation to Mayor and Council Mondays and Wednesdays at 7 p.m. and Saturdays at noon.
 - Watch Citizens Comments about the multi-use center from the April 24th meeting on Sundays, Tuesdays and Thursdays at 6 p.m.
 - Watch the City Newsroom at the top of every hour. This week's news stories include:
 - City Center Hosts "Tour of Washington County" Kick-Off Bike Race
 - First Call Weekend: A 150th Civil War Anniversary Expo
 - Walker Performing Arts Celebrates New Home at Academy Theater
 - Tips From Patrol: Officer Rossiter
 - HFD Helping You Prevent Fires: Steve Eby
 - First Call Weekend Press Conference
 - In production:
 - Multi-Use Center Site Selection
 - Blues Fest Wrap-Up

8. **Websites:**

- The updated City website continues to receive positive feedback from both citizens and staff members. Check out all the changes at www.hagerstownmd.org.
- The results of Ripken Design's Financial Feasibility Study are available on the City website, including an executive summary and a full report as well as the PowerPoint presentation that was made at the Joint Session on April 17th. The same links can also be found on the Hagerstown Advance site and www.supportdowntownhagerstown.com.
- Western Maryland Blues Fest website is updated with performer bios, videos and ticket information - www.blues-fest.org
- A community group has created a website to support downtown initiatives and a multi-use center. City staff will be contributing government information on related topics – www.supportdowntownhagerstown.com

PLANNING & CODE ADMINISTRATION DIVISION

1. **Zoning Certificates Issued For New Businesses:**

- 562-C Northern Avenue - Spare Thyme - retail sales of hand-crafted items
- 73 Eastern Boulevard - Infinity Telecom d/b/a Spring - retail sales of Sprint cell phones and devices
- 53 North Potomac Street - BKSUN2, LLC - revision to previously issued zoning certificate to add sales of hookah tobacco

2. **Planning Commission:** The Planning Commission discussed the following items at its workshop meeting on June 13:

- Preliminary Consultation: 139 North Mulberry Street - Local Conversion District Overlay
- CY 2011 Annual Report to Maryland Department of Planning
- Land Management Code Revisions - begin deliberations in preparation for making a recommendation to Mayor and City Council

3. **Russian Delegation:** A delegation of Russians from the State's Sister State of Leningrad will be visiting Hagerstown on June 14th. Following a morning downtown walking tour and working lunch with County staff, the delegation will attend the Flag Day ceremony at University Plaza and then meet with City staff from 1-2:30 p.m. The four young women are local government officials and visiting the United States for the first time. They will be hosted by families in Annapolis and Gaithersburg.

4. **Hospital Re-Use Planning:** Meritus' planning consultants will be meeting with the local steering committee on June 21st to provide a project update on planning for the former hospital properties adjacent to Hagerstown's City Center. The City's Planning Director is on that committee.

5. **Heart of the Civil War Heritage Area "First Call Weekend":** In 2010, Staff began planning for three commemorative events in 2012, 2013 and 2014 to commemorate the 150th anniversary of the Civil War. When the HCWHA developed the "First Call Weekend" concept, the City jumped at the opportunity to bring this event to the City and make it its own 2012 commemorative event. The event will be held this weekend at City Park, and will include educational and informational booths from local historic sites, National Park Service units, heritage and history organizations, etc. Nearly 30 organizations are signed up. Also, there will be a military encampment; a baseball game played using Civil War rules, equipment and uniforms; book signings by over a dozen writers; band concerts at the band shell; candlelight tours of the camps Saturday evening; and the opening of a large exhibit at the Fine Arts Museum (see separate note). At 10 a.m. on Sunday, Steve Bockmiller of the PCAD will lead a 60-90 minute tour of Rose Hill Cemetery and the burial sites of many notable historical figures. The City's official event for 2013 will be a memorial service and monument rededication at Rose Hill Cemetery and dedication of a new monument to Hagerstown's African-American Civil War veterans. Concept development for the 2014 event is ongoing.

6. **Hagerstown Civil War Walking Tour and Rose Hill Cemetery Tour Brochure:** Thanks to a generous donation by Rose Hill Cemetery, the City has produced a full-color walking tour map that allows visitors to self-guide their way around all 50 Civil War heritage markers that have been installed around the City. One side of the map plots the City as it existed in 1861. The other side of the map shows Rose Hill Cemetery, plotting the grave locations of over 120 historical figures, with brief biographical information on each. The map will be officially released on Saturday, and the City thanks Rose Hill Cemetery for its generous contribution to make this project possible.
7. **Valley of the Shadow Exhibit at Washington County Museum of Fine Arts:** At the suggestion and encouragement of the Planning Staff, the WCMFA decided to create a large and extensive "fine arts meets the industrial arts" exhibit to draw sesquicentennial traffic from Antietam and Gettysburg into the City. Entitled "The Valley of the Shadow", the exhibit will use hall cases and the entire Groh Gallery to display art and artifacts associated with the state and the region during the war and the three Civil War campaigns that were waged across Washington County. Included will be a rare Congressional Medal of Honor awarded to a Mercersburg, Pennsylvania, resident for actions at the Battle of Nashville, Tennessee, while serving in an Illinois regiment. Weapons, flags, uniforms, civilian clothing and ephemera, post-war veterans and tourist artifacts will compliment many works of art being brought in from several states for this exhibit. It promises to be one of the most extensive temporary exhibits created in the entire country to commemorate the anniversary. The museum was awarded a \$50,000 grant from the Maryland Heritage Area program to facilitate this exhibit which will run through the end of July, 2013, in order to capitalize on increased tourism associated with the anniversaries of Gettysburg and Antietam. Ribbon cutting will take place during First Call Weekend at 10 a.m. on Saturday.
8. **Code Administration Weekly Activity Report:** June 4-8, 2012

PERMITS								
TYPE	NUMBER OF NEW APPLICATIONS							NUMBER ISSUED
Building	12	Residential -	7	Commercial -	3	Other -	2	7
Electrical	13	Residential -	7	Commercial -	5	Other -	1	12
Plumbing	10	Residential -	7	Commercial -	1	Other -	2	10
Mechanical	7	Residential -	5	Commercial -	1	Other -	1	7
Engineering Dept.	9							8
TOTAL	51		26		10		6	44
Estimated Value of Weekly Issued Building Permit Projects:				Fiscal Year-To-Date Totals:				
Residential				\$ 39,500.00				\$ 5,925,018.00
Commercial				\$ 544,972.00				\$ 20,033,988.00
Apartment				\$ 0.00				\$ 353,021.00
Sign				\$ 0.00				\$ 403,058.00
TOTAL				\$ 584,472.00				\$ 26,718,085.00
Building permit(s) of interest issued this week:								
Create 3 New Exterior entrances, 2 shell tenant spaces, new restrooms at 60 W. Washington St. - \$476,000								
Install chain link fence inside existing warehouse building at 11935 Hopewell Rd. - \$65,771								
RENTAL LICENSES								
NUMBER	FACILITIES			UNITS				
Registrations Received	97			319				
New Applications Issued	7			10				
Total Registered Since 6/1/12	97			319				
% of Those Invoiced	3.1			3.7				

Notes: The 2012-2013 rental license renewals for 8561 units in 3112 facilities were mailed on June 1, 2012. This represents the percentage of those applications returned as of 6/8/12.

PAYMENT

Total Payments Received \$ 15,950

PARKS & ENGINEERING

1. **Hellane Park Walkways** The walkways were paved and widened this week. Staff placed topsoil and seeded the adjoining areas. This is a nice improvement in the park.
2. **Bridge Inspections** The inspections of minor bridges (6' to 20' long) have been completed. This is done every five years.
3. **The Greens at Hamilton Run** To date, 12 golfers have signed up for our 1st annual Championship Golf Tournament, scheduled for Saturday & Sunday, June 23rd & 24th.
4. **Pangborn Park** We replaced the deteriorated shingled roof on the East Pavilion with a new metal roof.
5. **Upcoming Events in City Parks**
 - June 15th, 16th & 17th – City Park – Civil War 150th First Call Weekend
 - June 15th – Fairgrounds Park North – Relay for Life (thru June 16 am)
 - June 16th – Fairgrounds Park - Soccer Benefit, 8 a.m. - Dusk
 - June 16th – Pangborn Park – Fishin' Frenzy – 8 a.m. – 2 p.m.
 - June 2^{0th} – City Park Band Shell – Gospel Concert, 7–9 p.m.
 - June 22nd – City Park Band Shell - Puppet Show, 8 a.m. – 9 p.m.
 - June 24th – City Park Band Shell – UCF Outreach Ministries, 12-4 p.m.
 - June 24th – City Park Band Shell – Hagerstown Municipal Band, 7:30-8:30 p.m.
 - June 27th – City Park Band Shell – Gospel Concert, 7–9 p.m.
 - June 30th – City Park Band Shell – Peter Buys Dedication Concert, 7:30-8:30 p.m.
 - July 1st – City Park – UCF Outreach Ministries, 12-4 p.m.
 - July 1st – City Park – Hagerstown Municipal Band, 7:30–8:30 p.m.

POLICE DEPARTMENT

1. **STATS**

Calls for Service:	1,918	CDS Arrest:	4
Criminal Arrest/Warrants:	24	DUI Arrests:	2
Moving Violations:	49	Search Warrants Executed:	0
Safety Repair Orders:	16	Field Interviews:	36
Warnings:	20	Parking Tickets:	8

2. **REPORTS**

- 06/07/12: Officer Alderton responded to 937 Oak Hill Avenue in reference to a burglary from the garage. The victim advised she discovered a bike to be missing which had been there the day before. It should be noted the garage is in a secluded location behind the residence and not observable from the neighboring properties. There are no suspects at this time.
- 06/11/12: Officer Moulton responded to the City Park concession stand, 501 Virginia Avenue, Hagerstown for a report of an attempted burglary. The owner of Dixie Kitchen, the business currently operating the concession stand for the season, discovered that someone had attempted to cut the commercial master lock and pry open the door. The subject was unsuccessful. The officer observed that the latch had been bent possibly by a crow bar or screwdriver. There was also damage to the Pepsi vending machine. There are no suspects at this time.

- 06/13/12: Officer Alderton responded to Little Elliot Drive for a theft report. He contacted the victim in the parking lot. The victim advised that she left her key ring on the steps of 12810 Little Elliot Drive while she ran inside to grab an item. She advised that she was only inside for a moment. When she returned outside, she found her keys to be missing. When she returned to the vehicle she discovered the front driver's door to be unlocked. She then observed her purse and contents to be missing from her front passenger seat of her vehicle, which was parked in front of 12810 Little Elliot Drive. Her vehicle was previously locked, and the suspect(s) must have used the keys to enter the vehicle. There were no witnesses to this incident.

PUBLIC WORKS

1. **Memorial Boulevard Flood Update:** Memorial Boulevard continues to be closed between Maryland Avenue and South Potomac Street. The drainage system in this area was built between 1917 and 1923 and details of the construction are scarce. Attempts to determine the issue (partial blockage, pipe collapse) have failed. It appears the street may need to be excavated as a next step to correct the issue. While there have been a few calls, most residents and businesses in the area have been graciously patient. Updates will be posted with any new information.
2. **Signal Controller Relocation:** The traffic signal controller is currently being relocated on the corner of East Avenue and Locust Street. The controller has to be turned on the corner for the work being completed on the neighborhood park. The work will be completed by June 15th.
3. **Parking Enforcement Officer:** Ed Pipkin will be joining the staff of the Parking System as a Parking Enforcement Officer. Ed currently volunteers for the Auxiliary Police and is very familiar with the downtown. He will begin work on July 2, 2012. This will bring our staffing of enforcement officers to two employees.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

1. **Problem Areas.** Recent call-outs included:
 - Fri. 6/8 - West End Little League- total outage; service wires were found to be burnt in half causing loss of power to concession stand, connectors were replaced to correct problem and restore power. Time Out: 20.7-22.3
 - Sat. 6/9 - West Washington Street (200 Block) - pole damaged; 10ft street light pole was struck in vehicle accident, pole was temporarily secured until follow-up repairs can be completed. Time Out: 16.6-17.4
 - Mon. 6/11 - Sumans Avenue (400 Block) - total outage; (1) 10T fuse was replaced to correct problem and restore power. Time Out: 19.8-20.6
 - Tues. 6/12 - 320 West Howard Street- total outage; customer's main breaker was found to have tripped, Lineman re-set breaker to restore power. Time Out: 20.3-20.7
2. **Distribution** Recent activity included:
 - Metering Staff received no high bill complaints this week.
 - Line crews continue annual feeder inspections for Wesel Substation.
 - Line crews continue trimming trees in various residential locations.
 - Line crews performed various service upgrades and meter installations.
 - Continued with pole inspections and re-tagging throughout the City.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
10	0	0	0

3. **Engineering** Staff worked on the following projects:

- The Engineering staff continued to monitor our power transformers after the oil reclamation process was completed a few months ago. The measured values will be compared to our benchmark and used to determine the continuing health of these units.
- The Staff Engineer reviewed multiple permit applications and projects from the City and private firms involving HLD facilities.
- The Substation Technician repaired communications between HLD's SCADA system and a relay at one of our substations. The communications card in the relay failed and is being sent away for repair. Our spare unit is currently in use.
- The Staff Engineer investigated the needs and requirements to upgrade our Electric Model GIS software "Milsoft" to their just released 8.1 version. The version is to offer read only access to this information to our employees for office and field use.

4. **Administration:**

- Staff attended Crystal Reports software training this week. This software will be used to run reports using information from MUNIS Utility Billing.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, June 06, 2012	9.54	0.00
Thursday, June 07, 2012	9.29	0.09
Friday, June 08, 2012	9.34	0.00
Saturday, June 09, 2012	8.42	0.00
Sunday, June 10, 2012	8.20	0.00
Monday, June 11, 2012	8.14	0.00
Tuesday, June 12, 2012	9.28	0.63
Weekly Average/Total	8.89	0.72
Monthly Average/Total	9.81	1.71
Yearly Average/Total	7.74	17.65

Wastewater Treatment Plant

- The WWTP continues to operate within its permitted parameters. Plant flows are still elevated but are beginning to recede.
- Atlas Copco was on sight to check noise Oxygen Instrument Air Compressor. Removed Air-end and motor and took to shop for evaluation and repair. There's a probable motor bearing issue, expected repair time 2 to 3 weeks.
- The fence in the back of the plant that was damaged during a recent storm from a fallen tree has been repaired.

Miscellaneous

- Maintenance completed replacement of all 70 of the original filter air lifts. The 10 new stainless steel air lifts were installed in ENR filter cell # 5.
- Maintenance installed the repaired diaphragm/switch/gauge assembly for Methanol Pump # 2 and the pump is back in service.

Wastewater Collection System

Activity	Districts	L. F. main	Feet of lateral	# Inspected
CCTV Inspection	5	1,106	433	27
Flushing	1, 11	6,690		

Collection System Maintenance Task

Lateral:

- Replaced lateral at 1028 Potomac Avenue, completed main installation in Rose Alley.
- CCTV lateral at 224 East Irvin Avenue, roots found in service connection and building sewer, reach report 0504905050.
- Flushed reach 0515305154 300' for crew to CCTV and 595' in district 1.
- Crew also CCTV laterals in District 4 -150' run, 5 taps, and totaling 114'.
- The crew flushed 1715' in District 1 and 86' in District # 5 they also CCTV 480' of main line and 12 taps for 171'

Grinder pumps:

- Low pressure grinder pumps alarms at: 20108 Cherry Hill Drive which had no power.
- 1614 Woodlands and 1661 Woodlands both pump cores replaced.

Pump Stations:

- Pulled # 1 and # 2 pumps at station # 8 removed rags from impellers.
- Reset # 2 pump at station # 12.
- The crew installed pipe and angle box for generator at station # 5.
- Crew sealed around new conduit at station # 5.
- Crew installed a back up relay in control panel at station # 7.

Manhole:

- Excavated, installed new frame and cover, and concreted manhole # 22010 on Memorial Boulevard.
- Our crew picked up steel plates from 54" lining project at MELP.

Miscellaneous:

- Read flow meter at Newgate interceptor.
- Vehicles 515 and 535 sent to CMG for B maintenance.
- Cleaned up spoil and spread 12 tons of topsoil, seeded and laid straw in Rose Alley.
- The crew exercised the emergency generators.
- Dropped Bio-Bags throughout infrastructure to control FOG (Fats, Oil & Grease), and chlorinated wet wells to control odor.

Administration

Wastewater Division – Customer Call Log Summary 2012							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	2	2	0	0	0	3	7
YTD	31	32	9	5	2	33	112

* Other - consist of calls that maybe directed to other City Departments or the County Department of Water Quality

- Joe Moss started working for the City on June 11, 2012; he will be replacing Donald Barton as the Wastewater Operations Manager.
- Facility Report and Discharge Monitoring Report has been completed for the month of May 2012, there were no permit violations during the month, and this is the 50th consecutive month without a permit violation.

Engineering:

- Staff attended a development review meeting at the County Planning Office.

Wastewater Laboratory:

- Samples were collected from the raw influent and the effluent in order to test for sodium and chloride to get a baseline on levels in the plant.
- Tests were performed on the ChemScan unit and it was found to be working in normal operating ranges.
- 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>
6/07/12	12.05		12.05
6/08/12	12.06		12.06
6/09/12	11.85		11.85
6/10/12	11.92		11.92
6/11/12	12.19		12.19
6/12/12	11.57		11.57
6/13/12	11.72		11.72
Average			11.90

Water Production at RC Willson

- Operations

- Completing routine PMs.
- Performing tests at the stations.
- Lawn care

- Maintenance

- R C Willson - Completing routine work orders.

- Instrumentation

- Tanks - Working on electrical and signal upgrades.
- Pump Stations - Working on a problem with Pump #1 at P.S. #3.
- Breichner - Working on the SCADA upgrade (this is a large project that will be ongoing for several weeks).

Water Production at Breichner

- The Edgemont Reservoir is currently at -2.4'; the bypass is open and the hydrant is open.

Water Distribution

- Distribution crews are working throughout the system performing customer service as needed and are working on testing and repair of large meters. We replaced a hydrant on Longmeadow Road and one on Boat America Way and have also been working at the Edgemont Reservoir starting up the aeration system.

Laboratory

- Monthly THMs were collected.
- Samples of the approximately 50,000 gallons of water from inside the Hellane tank that was used in the tank's rehab were measured for pH and found to be extremely high, 12.5. Acid titrations were performed to find out what would be necessary to drop the pH to a normal range so it can be discharged.
- Process and regulatory testing was routine for the week.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plan	1	
Preliminary Plat		1
Building Permit	18	1

- Staff attended a development review meeting at the County Planning Office.
- Staff attended a pre-construction conference for a commercial redevelopment project.

Respectfully submitted,


Bruce Zimmerman
City Administrator