

# CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 18 FOR 2020



May 8, 2020

To Mayor Bruchey and Members of the City Council:

## UPCOMING MEETINGS

\*\*\*Please note that ALL City meetings and events are subject to change due to the Coronavirus pandemic. Some meetings will be doing video conferencing/online meetings (i.e., GoTo Meeting, Zoom).

**Mayor & Council Meetings:** In response to the Mayor's declaration of a Civil Emergency, all upcoming Mayor and City Council meetings will be held virtually through Go-To-Meeting software and made available for public viewing. Meetings will be streamed live through the City of Hagerstown's Cable Channel 25, Facebook, and YouTube accounts. All members of the public are welcome to view meetings through these platforms, but may only participate in public meetings through Go-to-Meeting with the published meeting ID.

To obtain City Department or City Boards and Commissions meeting information, please visit <https://www.hagerstownmd.org/27/Government>. We encourage you visit our website at <https://www.hagerstownmd.org> for all City-related updates. Other inquiries may be made by visiting the City Resident 311 page at <https://www.hagerstownmd.org/841/Services>.

<h2 style="margin: 0;">MAY 2020</h2> <p style="margin: 0;"><i>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></i></p>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5 ***4pm Work Session	6	7	8	9
10	11	12 ***3:30pm Executive Session  ***4pm Special Session & Work Session	13 TENTATIVE "ZOOM" MEETING: 4pm Hagerstown Planning Commission Mtg.	14 ***4pm Board of Traffic & Parking Meeting  TENTATIVE "ZOOM" MEETING: 4:30pm Hagerstown Historic District Commission Meeting	15	16
17	18	19 ***4pm Work Session	20 TENTATIVE "ZOOM" MEETING: 7pm Board of Zoning Appeals	21	22	23
24	25	26 ***7pm Regular Session	27 TENTATIVE "ZOOM" MEETING: 7pm Hagerstown Planning Commission Mtg.	28 TENTATIVE "ZOOM" MEETING: 4:30pm Hagerstown Historic District Commission Meeting	29	30
31						

## COMMUNICATIONS

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

- North Potomac Street Water Main Break Repaired
- Corderman, House Republicans Question State's Early Inmate Release
- Two Oppose Proposed Comprehensive Rezoning Addition
- Hagerstown Man Recovers From COVID-19 After 12 Days on Ventilator
- Hagerstown Moves Forward with Annexations Near Mall
- Fearing Virus Catastrophe, Rabbi Goes in Search of Ventilators
- Stormwater Management Fee Approved
- Need to Stay Active, Go Online with Hagerstown Parks & Rec
- Trash Pickup Restrictions Lifted in City
- Maryland Opens Drive-Thru Virus Testing Site in Hagerstown
- Hagerstown Ethics Commission Can Get Outside Counsel
- Parrott, Others File Lawsuit Over Hogan Orders
- Hagerstown Market to Reopen Outside
- Hagerstown to Consider Virtual Parking Meter Payments
- Press Release: City Farmers' Market to Re-Open Outdoors
- Press Release: Imagine Hagerstown Fourth Friday Lineup
- Traffic Advisory: Walnut Street
- Trash & Recycling Advisory: Restrictions Lifted

### **This Week's Video Projects**

- Earl Stoner's Weekly COVID-19 Video Message Production
- Mayor & City Council Virtual Work Session
- HFD Station Tour & Apparatus Video Shoot & Post Production
- PCAD Rental Interior Webinar Series Production

### **Channel 25 Hub City Now Programming:**

- Mayor & City Council Virtual Work Session
- Mayor's COVID-19 Video Message
- Chief Lohr's COVID-19 Video Message
- Chief Kifer's COVID-19 Video Message
- Jill Thompson's COVID-19 Video Message
- Nancy Hausrath's COVID-19 Video Message
- Eric Deike's COVID-19 Video Message
- Rodney Tissue's COVID-19 Video Message
- Kathy Maher's COVID-19 Video Message
- HFD/EMS COVID-19 Emergency Response Protocols Video
- PCAD Rental Interior Webinar: Living & Dining
- Shelley McIntire's Washington County Reading Challenge Video
- "State of the City" Video
- "Hub Bub" Video Podcast
- 2020 Census: What is the Census?
- Stormwater Program Informational Video
- MTA Commuter Connection

### **City Website:**

- [www.hagerstownmd.org](http://www.hagerstownmd.org) attracted 9,437 user visits for the week of April 27 – May 3, 2020.
- The most popular top entrances (the first page users accessed on the website):
  - Home Page 2,350
  - Utility Billing Page 1,069
  - Civic Alerts Page 482
  - Police Page 265
  - Bids Page 139
  - Coronavirus Page 134
  - Firefighters Page 119
  - Formcenter Page 109
  - Hager House Page 103
  - Jobs Page 96

- Top Searches:
  - “Online bill payment”
  - “Pay water bill”
  - “Pay bill”
  - “True”
  - “Light department”

## DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

**Business Development Update:** The Economic Development team has participated in the following webinars/conference calls this week:

- Chamber Town Hall with Secretary of Commerce Kelly Schulz and members of Washington County Delegation
- Community Partners Business Response Team
- Main Street Maryland Weekly Catch Up

**Community Development Update:** April summary below:

- *Residential Rehabilitation Program Projects In Progress:* 17
- *New Residential Rehabilitation Program Applicants:* 1
- *April CDBG Program Loan Payments:* \$81,028.38 – Two CDBG loan agreements paid in full this month.
- *April Business Revolving Loan Fund Payments:* \$5,399.96
- *Projects Submitted for Maryland Historic Trust Review:* 2
- The Hagerstown Youth Advisory Council opened applications for their 2020-2021 cohort. Applications will be accepted until May 15th and interested applicants are encouraged to visit <http://www.hagerstownmd.org/hyac> to view eligibility criteria and to apply.
- City staff submitted the Davis-Bacon Labor Standard Enforcement Report to HUD.

**Farmers Market:** The Farmers Market reopens outside this week on Saturday, May 9 from 6 a.m.–12 p.m. Wear a mask and get some great food from your favorite vendors including Jeff & Debi’s Grill, Mamma Jean’s, Chris Cross Café, M&J Candies and Litton’s Produce. Takeaway orders only.

## PLANNING & CODE ADMINISTRATION

**Zoning Certificates Issued:**

- 1319 Oak Hill Avenue – DarXa Solutions – home workstation for a translation company.

**New Development Cases:**

- 17944 and 17932 Garland Groh Boulevard – 7-Eleven – site plan for a new convenience store with gas pumps and a car wash.
- 18000 Garland Groh Boulevard – Verizon – site plan for a retail store.

**Planning Commission:** The Planning Commission will be considering these matters on May 13:

- A. W. Orndorff Plumbing & Heating – 716 Security Road – site plan for parking lot and site improvements.
- 202 West Howard Street – Daniel Wolfe, Local Conversion District Overlay – recommendation to Mayor and City Council.
- Thomas Bennett Hunter – recommendation on appropriateness of zoning and on the proposed annexation plan.
- Update on Comprehensive Rezoning.

**Historic District Commission:** The HDC received applications for the following projects:

- 823 Oak Hill Avenue – Pete Loewenheim – replace roof.
- 822 Forest Drive – P. Sean Guy and Alice J. Guy – fence.
- 14-16 East Antietam Street – Bowman Development – demolition of building.
- 17 East Avenue – Mark Bartel – sign.

**Weekly Activity Report:** April 27–May 1, 2020

<b>PERMITS</b>								
<b>TYPE</b>	<b>NUMBER OF NEW APPLICATIONS</b>							<b>NUMBER ISSUED</b>
Building	2	Residential -	1	Commercial -	0	Other -	1	6
Electric	7	Residential -	4	Commercial -	2	Other -	1	7
Plumbing	1	Residential -	1	Commercial -	0	Other -	0	1
Mechanical	5	Residential -	4	Commercial -	1	Other -	0	6
Engineering Dept.	1							1
<b>TOTAL</b>	16		10		3		2	21
<b>Est. Value of Issued Building Permit Projects:</b>					<b>FY20 Fiscal Year Totals:</b>			
Residential				\$ 122,100.00				\$ 6,773,829.00
Commercial				\$ 0.00				\$ 10,169,571.00
Apartment				\$ 70,000.00				\$ 1,277,900.00
Sign				\$ 4,043.00				\$ 450,510.00
<b>TOTAL</b>				<b>\$ 196,143.00</b>				<b>\$ 18,671,810.00</b>
<b>Projects of Interest</b>								
- Construct single family home at 17303 Kilpatrick Court - \$105,000								
- Repairs due to fire at 453 West Antietam Street - \$70,000								
<b>RENTAL LICENSING PROGRAM YEAR: JULY 1, 2019 – JUNE 30, 2020</b>								
					<b>PROPERTIES</b>			<b>UNITS</b>
Registrations received week of Apr.27 – May 1					3			3
New applications issued week of Apr. 27 – May 1					0			0
Total 2019-2020 registered (includes additions and subtractions since 5/2/19)					3,632			9,299
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				\$ 225				
Weekly adjustment/credits				\$ 0				
<b>INSPECTIONS</b>								
<b>TYPE</b>	<b>NUMBER CONDUCTED</b>							
Building	37							
Electrical	32							
Plumbing	18							
Mechanical	8							
Safety	40							
Neighborhood Vitality	24							
Quality of Life	2							
Preventive Maintenance	2							
Planning & Zoning	1							
<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:	1,280	Field Interviews:	0
Arrests/Warrants Served:	22	Moving Violations:	25
Domestic Violence Calls:	35	Safety Repair Orders:	0
DUI Arrests:	2	Warnings:	25
Reports Filed:	130		

**REPORTS**

**04/30/20:** While working the Watch Center, Officer Oates was contacted by a citizen to report his Pennsylvania registration plate was stolen from his 2004 Pontiac. He advised his vehicle broke down at the Hagerstown Walmart on Garland Groh Boulevard on April 24<sup>th</sup>. On April 26<sup>th</sup>, he returned to see if his vehicle would start however it would not start. He advised at that time the tag was still on his vehicle. When he returned to the vehicle on April 30<sup>th</sup> he found the tag was missing. Officer Oates entered the stolen tag into NCIC. No further information is available at this time.

**05/01/20:** Officer StClair observed a silver Nissan Altima traveling south on South Burhans Boulevard with no lights on. The vehicle turned onto Eutaw Street and then stopped. The officer activated his emergency lights and pulled behind the vehicle. The officer advised the driver to place the vehicle in park and exit the vehicle. It was later determined the driver had an active warrant for her arrest. A glass smoking device was also located in the vehicle. A warrant was served and there is currently no additional details at this time.

**05/02/20:** Officer Smith was on routine patrol when he observed a white SUV fail to stop at a red light nearly striking another police cruiser driven by Officer Huff. Officer Smith activated his emergency lights and initiated a traffic stop. When the officer approached the vehicle he could smell a strong odor of alcohol coming from the driver. The officer asked the driver for his license and registration and if he was aware he just ran a red light. The driver stated, whose speech was slurred, advised he was unaware he had run a red light. Officer Smith asked the driver if he would agree to a series of Standardized Field Sobriety Tests. The driver agreed and the officer concluded the tests due to the driver being unstable on their feet. The driver was transported to Central Booking and he agreed to a breath test to determine his level of alcohol. Due to the results of this test, the driver was arrested and charged with Driving Under the Influence of Alcohol, Driving While Impaired by Alcohol and received several traffic citations.

**05/03/20:** Officer Todaro responded to South Mulberry Street for a male kicking parked vehicles. When the officer arrived, he found the male in question bleeding from his head and screaming. The male stated that he was assaulted by three black males in a tan SUV. The male was unable to provide additional information. He further stated he had been drinking and he was angry. Witnesses advised that the male was just walking up to vehicles and kicking and hitting the vehicles. He was observed doing this to three different parked vehicles. The Emergency Rescue Service responded to the scene to treat the male however, he refused treatment. The owners of the vehicles were notified so their insurance companies could be contacted. The male was charged with three counts of Malicious Destruction of Property. No further details are available.

**05/04/20:** Officer Mikash was dispatched to the Storage Bin located on East Baltimore Street for a burglary report. Upon arrival, the officer made contact with the manager of the business. The manager stated that someone had broken into several storage units. The manager stated he would contact each lessee and advise them to check their unit to see if any property was missing. The manager advised he will forward a list of any missing items, along with their value, to Officer Mikash. No further details are available at this time.

**OTHER NEWS/INFORMATION**

**Congratulations to HPD New Hires.** The Hagerstown Police Department has hired two new recruits. Recruit Hanna Rowe and Recruit Michael McDermott have passed the written test, the physical test, and two interviews. They will be attending the Western Maryland Police Academy in July. Until then, they will be rotating to the different units of the Department to get a first-hand view of the operations of the agency. They will also be exposed to the Dispatch Center and the Lobby at HPD to get a feel of the calls common to the Hagerstown area. We wish them well as they pursue their law enforcement career here at HPD.



Recruit Hanna Rowe



Recruit Michael McDermott

**PUBLIC WORKS**

**CENTRAL MAINTENANCE GARAGE REPAIR DATA**

	Current Week	Previous Week
DCED	0	3
Fire	1	0
Human Resources	0	0
Light	8	3
Parks & Engineering	3	0
Police	7	10
Public Works	3	3
Wastewater	0	2
Water	4	4
Weekly Totals	26	25
Yearly Total	414	

**AFTER HOUR CALL BACKS.** There were no after hour call backs this week.

**<sup>1</sup>AFTER HOURS CALL BACK DATA**

	Issues for 2020	April	March
Street Issue	Glass, dead dear, two trees in street	4	1
Parking System			1
Traffic Signal			1
Traffic Signs			
Building Maintenance			1
Fleet Maintenance			
Weather Related			
Misc.			
Total			4
<b>Total Call Backs 2020</b>		21	

<sup>1</sup>After-hours call out data includes contact with Public Works typically by Washington County Emergency Management. The issues can vary from debris in the street (tree or tree limbs, glass, etc.), traffic signal operations (signal goes into flash operation), traffic signs (call outs are usually only for STOP or YIELD signs), parking system issues (gates at either deck malfunction, equipment malfunctions, etc) to fleet maintenance issues. Field personnel may or may not be contacted depending upon the issue.

**STREET SWEEPING DATA**

Month 2020	Number of Miles of Streets Swept
January	630
February	1024
March	1274
April	927
<b>Total Miles Swept for 2020</b>	<b>3855</b>

**BULK TRASH COLLECTIONS**

Month 2020	Number of Collections
January	21
February	26
March	25
April	10
<b>Total Bulk Trash Collections for 2020</b>	<b>82</b>

**PROPERTY ABATEMENTS COMPLETED**

Month for 2020	Number of Property Abatements
January	13
February	4
March	4
April	11
<b>Total Abatements by PW for 2020</b>	<b>32</b>

**UTILITIES DEPARTMENT****ELECTRIC DIVISION****Service Calls:**

- Sat. 5/2 - 330 Mitchell Avenue: Lines down; wires belong to Antietam Broadband. Time Out: 19.2-19.5
- Sun. 5/3 - Various locations West End of Hagerstown: Total outages; bird caused both transformer and lines fuses to operate. Time Out: 12.2-12.8
- Mon. 5/4 - 138 South Prospect Street: Total outage; reconnected service following completed repairs by electrician. Time Out: 16.7-18.2

**Engineering**

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- Engineering staff continued work on various projects within our service territory.
- The Staff Engineer continued work on HLD distribution circuit rebuilds and upgrades.
- Engineering staff provided guidance to development contractors for street light design.

**WASTEWATER DIVISION****Wastewater Treatment Plant at Frederick Street**

Date	Flow (mgd)	Rainfall (inches)
Wednesday, April 29, 2020	6.45	0.00
Thursday, April 30, 2020	10.86	1.34
Friday, May 1, 2020	10.55	0.00
Saturday, May 2, 2020	8.91	0.00
Sunday, May 3, 2020	8.58	0.22
Monday, May 4, 2020	8.53	0.00
Weekly – Avg. Flow / Total Rainfall	8.82	1.58
Apr – Avg. Flow /Total Rainfall	6.32	4.29
May – Avg. Flow/Total Rainfall	8.89	0.24

### **Miscellaneous**

- Relocated and installed new MagOx tank, mixer, pump, piping and wiring.
- Replaced defective air lifts on Parkson sand filters.
- Installed condensate/mist shroud on scrubber stack.
- Cleaned cooling tower and maintained circulation pumps.
- Cleaned and calibrated UV transmittance analyzer.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

### **Wastewater Collection**

#### **Collection System Maintenance Tasks**

- Pump Station #3, used Trimble Unit to locate physical location of wet well and manhole for engineering.
- Cleaned up unused stone at Pump Station #21 and spread around Pump Station #4.
- Pump Station #5, changed oil in generator.
- 905 Dewey Avenue, located new lateral installation with Trimble Unit for engineering.
- Installed No-Rise conversions on manholes # 08057 & # 08058.
- Cleaned loft of Collections Building and re-plumbed the tank in the shop.
- Sewer Backup, 1014 Woodland Way, private side.
- Sewer Backup, 31 Harvard Road, problem on the private side.
- Sewer Backup, 120 South Mulberry Street, problem inside residence.
- General pump shop repair work.
- Prepared/programmed new PLC controller to be installed at Pump Station #11 for new SCADA.
- Cleaned Storm water underdrain system on Memorial Boulevard for Public Works.
- Mowed at WWTP and all lift stations.

### **Administration**

<b>Wastewater Division – Customer Call Log Summary 2020</b>							
<b>Type</b>	<b>Blockages</b>	<b>Grinder Pumps</b>	<b>Odor Complaints</b>	<b>Flushing</b>	<b>WW Pump Station</b>	<b>Other</b>	<b>Totals</b>
Weekly	0	2	0	0	0	3	5
<b>YTD 2020</b>	<b>15</b>	<b>27</b>	<b>3</b>	<b>0</b>	<b>1</b>	<b>60</b>	<b>106</b>

### **Engineering**

- Site visit to Professional Court to discuss contractor issues.
- All Star Court documentation research and internal conference call.
- Review of the Standards and Specifications.
- Reviewed Site Development plans.
- Reviewed Utiliquest invoice.

### **Lab**

- Collected Industrial Pretreatment sample from SIU.
- Discussed required PPE to collect Industrial Pretreatment samples from SIUs that require personal interactions.
- Continued annual MDL study for simple and complex nutrients (NO3/NO2, OP, NH3, TKN, TP).
- Ordered supplies for laboratory operation.
- Replaced DI tanks for Pure Water System.
- Modified refrigerator for use as effluent-composite refrigerator. Existing unit will be kept as a backup.
- 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>
04/30/20	9.15		9.15
05/01/20	9.55		9.55
05/02/20	9.34		9.34
05/03/20	9.25		9.25
05/04/20	9.78		9.78
05/05/20	9.60		9.60
05/06/20	9.30		9.30
Average			9.42

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

- R.C. Willson and Pump Stations–Staff worked on facility maintenance and routine preventative maintenance.
- Mack Tank–Replaced the modem.
- PS Generators–Performed load test.

**Water Production at Breichner/Edgemont Reservoir.** The Edgemont Reservoir pool elevation is currently at 4.8 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, design criteria and project schedule. Emergency Action Plans have been completed.

**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 composite sample from lagoon discharge.
- Collected monthly TOC removal samples.
- Completed monthly bacteria report.
- Completed annual IOC report for Fluoride and Nitrate.
- 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	1	-
Replat	-	-
Grading Plan	-	-
Development Plan	-	-
Building Permits	15	-

- Reviewed the easement on Barth Lane.
- Reviewed site development plans.
- Reviewed the Water Standards and Specifications.



Respectfully submitted,

Scott A. Nicewarner  
City Administrator