

# CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 21 FOR 2020



May 29, 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>.

<div style="font-size: 1.5em; font-weight: bold; margin-bottom: 5px;">JUNE 2020</div> <div style="font-size: 0.9em; font-weight: normal; margin-bottom: 5px;">               For additional information and a complete list of City events, please visit our             </div> <div style="font-size: 0.9em; font-weight: normal;">               Calendar of Events on the City's website at <a href="http://www.hagerstownmd.org/calendar.aspx">http://www.hagerstownmd.org/calendar.aspx</a> </div>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 No M&C Meeting	3	4	5	6
7	8	9 ***3pm Executive Session  ***4pm Work Session	10 <u>TENTATIVE</u> <u>"ZOOM" MEETING:</u> 4pm Hagerstown Planning Commission Meeting	11 ***4pm Board of Traffic & Parking Meeting  <u>TENTATIVE</u> <u>"ZOOM" MEETING:</u> 4:30pm Hagerstown Historic District Commission Meeting	12	13
14	15	16 ***4pm Work Session	17 <u>TENTATIVE</u> <u>"ZOOM" MEETING:</u> 7pm Board of Zoning Appeals	18	19	20
21	22	23 ***7pm Regular Session	24 <u>TENTATIVE</u> <u>"ZOOM" MEETING:</u> 7pm Hagerstown Planning Commission Meeting	25 <u>TENTATIVE</u> <u>"ZOOM" MEETING:</u> 4:30pm Hagerstown Historic District Commission Meeting	26	27
28	29	30 No Meeting				

## COMMUNICATIONS

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

- Hagerstown Struggles to Formulate Budget in Midst of Pandemic
- Police Arrest Teens in Hagerstown Shooting
- County, City Preparing Grant Program for Small Businesses
- Online Options Being Explored for Postponed Property-Tax Sale
- Hagerstown Discusses Special Non-Profit Federal Funding Program
- Hagerstown Police Investigating Shooting of 15-Year Old Girl Monday Night
- Hagerstown Approves Water Service Infrastructure Grant Program Guidelines
- Assistance Funds Created for Small Businesses, Non-Profits
- Press Release: Memorial Day Wreath Laying
- Press Release: Life Safety Infrastructure Grant Program

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

- Mayor & City Council Virtual Work & Regular Sessions
- Police Academy Graduation Video Shoots & Post Production
- PCAD Rental Interior Webinar Series Production

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

- Mayor & City Council Virtual Meeting
- 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 Series
- 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 10,109 user visits for the week of May 18-24, 2020.

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

• Home Page	2,242
• Utility Billing Page	893
• Civic Alerts Page	509
• Police Page	227
• Parks & Recreation Page	191
• Bids Page	170
• Hub City 100-Miler Page	168
• Collection-Zones-Schedules Page	155
• Open For Business Page	130
• Potterfield Pool Page	116

- Top Searches:

- "Online bill payment"
- "Jobs"
- "True"
- "Trash"
- "Application form"

## DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

**Business Development Update:** The Economic Development team participated in the following webinars/conference calls this week related to reopening and recovery support:

- Proposed Plan for Outdoor Dining per Governor's Orders.
- Senator Cardin's Tourism Industry Stakeholders
- Reopening Washington County Stakeholders
- Community Partners Business Response Team

**Imagine Hagerstown: Livestream!** Staff is producing a virtual Imagine Hagerstown event on Friday, June 12 at 6 p.m. Artists will be announced next week. Ryan Smetzer will host. Options to view include the following:

Facebook: @imaginehagerstown  
 YouTube: <https://www.youtube.com/user/CityofHagerstown>  
 TV: Antietam Broadband Channel 25

Enjoy takeout from your favorite downtown restaurants and enjoy the show!

**Maryland Arts Summit 2020:** Staff virtually attended the Maryland Arts Summit this week. *Creative Resurgence: A Vision for the Future of the Arts in Maryland* included Relief, Recovery and Reform through Public Art; Audience Engagement Strategy We Didn't Plan For (but here we are so let's make the best of it); The Creative Process in the Time of Corona; The Role of Community Artists in Community Healing; Sharing Experiences and Best Practices; and The Rebuilding Power of the Arts.

**Farmers Market:** The Farmers Market is open! Some vendors are outside in the parking lot while other vendors are in the Market House. Be sure to wear your mask and enjoy some local food! Visit the Historic City Farmers Market on Facebook for details.

## FIRE DEPARTMENT

FIRE DEPARTMENT CALLS FOR ASSISTANCE			
House/Apartment Fires	2	Community Risk Reduction	5
Building Fires	2	Public Service	2
Medical Assistance	18	Personal Injury Collision	5
Assist other Fire Departments	4	Fuel/Hazard Spills	5
Automatic Fire Alarms	6	Gas Leaks	1
Downed Power Lines	1	Investigation: Carbon Monoxide Incident	0
Fireworks Explosion	2	Dumpster/Outside Fires	2

**Firearms search – Connecticut Murder Suspect Search:** Hagerstown Deputy Fire Marshal G. Dale Fishack and his K-9 partner, Calvin, assisted in the search for weapons a suspect connected to the murder of two people in Connecticut may have discarded in the wooded area near his capture. DFM Fishack and Calvin were called to assist the Maryland State Police, U.S. Marshals Service, Connecticut State Police and Washington County Sheriff's Department in locating what was reported as multiple weapons. K-9 Calvin is trained in explosives and firearm detection.

**Police Academy Graduate – DFM Pelton:** Deputy Fire Marshal Deanna Pelton graduated from the Washington County Police Academy this week. Due to the COVID – 19 virus Deanna's Academy Class will not be able to hold a traditional graduation ceremony; the graduation ceremony will be virtual. Deanna's three sons pinned her in a videotaped graduation segment that will be added to the segments of others in her graduating class. The graduation ceremony will be broadcast via YouTube Friday, May 29<sup>th</sup>. The Hagerstown Fire Department is proud of Deanna and congratulates her on this marvelous accomplished.

## PARKS & ENGINEERING DEPARTMENT

### ENGINEERING DIVISION

1. **Pangborn Park Lake.** MDE has released the final permit for the project and we will advertise it (finally!) next week.
2. **Out to Bid.** Advertised a contract for the Replacement of Video Security Systems for the Arts & Entertainment and University District parking decks. We also advertised the signal replacement at Potomac Street and Howard Street.
3. **Café License.** Issued a Café License in one day for Cannon Coffee and C&O Taco so they could take advantage of the outdoor dining allowance in the Governor's pandemic recovery plan.
4. **Engineering Statistics**

Traffic issues		
Description	Week of 5/24/20	Calendar Year 2020 TOTALS
Traffic complaints received	2	55
Work Orders completed	2	33
Traffic counts completed	0	8
Construction Projects		
Description	Week of 5/24/20	Calendar Year 2020 TOTALS
Projects advertised for bids	1	6
RFP's Advertised	0	4
Projects under construction	5	6
Projects completed	0	1

### PARKS DIVISION

1. **Potterfield Pool.** Staff is making preparations to open the pool. Inspections are scheduled for next week. Lifeguards need trained and we are awaiting American Pools to finalize everything for a hopeful June 6<sup>th</sup> opening.
2. **Golf Course.** Staff met to discuss the "good" problem of having overwhelming attendance at the course. We are seeing typical weekend play every day. We discussed rangers COVID-Management and other issues and will implement changes soon.
3. **Hager House.** Staff from the Jonathan Hager House met with Museum Interpretive Consultant David Guiney and his team yesterday to begin formulating ideas and plans to upgrade the museum space and overall visitor experience. They will also be lending a hand with our outdoor panel exhibits. A team workshop will be scheduled in about a month to go over their recommendations and ideas.
4. **Parks Fitness Challenge.** Staff is promoting the 4<sup>th</sup> Annual Parks Fitness Challenge! The Parks Fitness Challenge opens June 1<sup>st</sup>, but you can register anytime this Summer through August 31<sup>st</sup>. The Parks Fitness Challenge includes an itinerary of fun outdoor adventures that the entire family can enjoy! There are over 70 outdoor activities to choose from in our City's beautiful parks. Visit a different park each week or complete the adventures from wherever you are.
5. **Parks Maintenance.**
  - Completed all items on CIP for Suns.
  - Pool. Reinstalled sign, security camera's, speakers, climbing wall and canopies for upcoming pool season.
  - City Park. Helping with improvements to Heyser parking lot, installed underground trenches for security lights in park, and work continues on replanting area by upper lake to control erosion and continue to landscape other areas.

## PLANNING & CODE ADMINISTRATION

### Zoning Certificates Issued:

- 418 Boward Street – Harold Walter Hair Studio, LLC – hair salon.

### Planning Commission: The Planning Commission considered these matters on May 27:

- AW Orndorff Plumbing & Heating – 716 Security Road – approved a site plan for demolition and parking lot improvements.
- Medium Range Growth Area – discussed proposed boundary adjustments.

### Board of Zoning Appeals:

- 217-237 East Franklin Street/0 Block North Cannon Avenue – PTV 1111, LLC – parking variances and setback variance for a proposed Dollar General store.

## POLICE DEPARTMENT

### STATS

Calls for Service:	1,626	Field Interviews:	17
Arrests/Warrants Served:	11	Moving Violations:	19
Domestic Violence Calls:	24	Safety Repair Orders:	0
DUI Arrests:	3	Warnings:	26
Reports Filed:	108		

### REPORTS

**05/21/20:** Officer Mikash responded to Sheetz located on East Washington Street for a report of a theft that had just occurred. The victim stated she came to the store to use the ATM machine in the back of the store. A black male was standing next to her at the lottery machine. He asked the victim a question, then grabbed her money from her hand and fled the store. There was a witness who observed the incident and described the theft the same as the victim stated. The incident was captured on the store's video surveillance cameras. The officer emailed the suspect's photo to all HPD officers in an effort to attempt to identify the male. No further details are currently available.

**05/22/20:** Officer Young was on duty at the Watch Center and received a call regarding a theft at the Family Dollar store on the Dual Highway. An employee stated that a male had stolen five assorted laundry detergent products valued at \$30. The suspect then left the store on foot. The male is described as a light skinned black male, approximately 25-30 years old, about 5'6" in height and wearing a black backpack. There was a white female with him and she was about the same age as the suspect. No further details are available at this time.

**05/25/20:** Officers responded to Jonathan Street for a report of shots fired. The caller stated people were fighting and one person had been shot. Upon arrival the officers located the victim and her injury was consistent to a gunshot wound. The victim was transported to Meritus Medical Center and later flown by helicopter to receive further treatment. The officers were able to find some evidence at the scene. It was packaged and submitted to HPD's evidence locker. Sergeant Leeney requested that the Criminal Investigation Unit respond to the scene as well as Fire Marshal Fishak and his K9 partner. There is no additional information at this time.

**05/27/20:** Officer Deavers was assigned to the Watch Center and received a call from the Parish Administrator of St. John's Lutheran Church. She was reporting that she received an email from the pastor of the church requesting that she purchase gift cards to help those in need due to the COVID pandemic. She followed his instructions, but later learned that the pastor had not sent that e-mail. This case has been forwarded to the Criminal Investigation Unit. No further details are currently available.

### OTHER NEWS/INFORMATION

**Encouraging Words to HPD from Chief Kifer.** *"I felt it was a good time to remind everyone to continue to think about your safety regarding the Corona Virus. The weather is getting warmer, summer is around the corner, the Governor is beginning to relax the Stay At Home Order and businesses are starting open up. It has been a long, long few months and with the summer weather coming along a lot of people, including us are beginning to relax our attention to the threat of the virus because it doesn't feel like a threat as much any longer."*

So, I ask that each of you remain vigilant as we are still seeing a rise in cases in the County and in the tri-state area. This past weekend may be a temperature gauge of what we will see with this virus moving forward, but it will be several weeks to see if cases rise faster than they have because people are more social than a week ago.

**The main goal I set when this thing began was to get everyone through this healthy and safe while keeping the level of police services at the peak of what we have always provided. So far we have been successful and I want to thank all of you for your part in this. We have a ways to go until we can “normalize” our lives but it will come. Be patient, continue to social distance here at work and when you are not at work, wear your masks and other PPE when appropriate and if you are sick please call in and stay at home. Remember it’s not just your health we have to look out for, but your co-workers, friends and loved ones.**

Happy Memorial Day, stay safe from this virus and as always stay safe from the other threats you face every day.”

Thank you Chief Kifer for these encouraging words to help us cope and get through this pandemic.

**PUBLIC WORKS**

**CENTRAL MAINTENANCE GARAGE REPAIR DATA**

	Current Week	Previous Week
DCED	1	0
Fire	2	2
Human Resources	0	0
Light	3	0
Parks & Engineering	0	3
Police	5	11
Public Works	2	3
Wastewater	2	0
Water	1	4
Weekly Totals	16	23
Yearly Total	476	

**AFTER HOUR CALL BACKS**

- Monday, May 11, 2020 @ 7:45 p.m.: Traffic signal on flash at Rt. 40 and Garland Groh Boulevard. This signal is owned by the State of Maryland but is maintained by the City. Staff reported and was able to correct the signal and place it back into operation.
- Wednesday, May 13, 2020 @ 3 a.m.: Miss Utility called the on-call supervisor for an emergency location of underground wires. Staff was able to confirm no underground wires existed for any traffic signals.
- Tuesday, May 19, 2020 @ 5 p.m.: The City operated fuel island was reported to not be working. Staff responded and reset the system placing it back into operation.

**BULK TRASH.** Bulk trash operations resumed on Wednesday, May 20 after the program had been closed for over a month. With the Washington County Landfill also closed to bulk items, residents were anxious to rid themselves of mattresses, furniture and appliances. A record 33 collections were scheduled that day. The expectation is that bulk collections will be heavy again for the next collection date of Wednesday, June 3, 2020.

**PayByPhone MOVING FORWARD.** Drivers will soon be able to pay for parking remotely using a smart phone and app. The Mayor and Council recently approved a contract with PayByPhone to allow drivers to pay for parking using a credit or debit card. The PayByPhone app will provide a touchless option to pay for parking at any parking meter on the street or in the parking lots. Signs in the parking lots and stickers on each parking meter will inform drivers on how to use the app. PayByPhone will also provide for promotion of the system to make the public and businesses aware of this resource. The target date for implementation is Monday, August 3, 2020 which is the tentative target date for paid parking to resume. Staff is excited to bring this latest technology to the City’s parking system. The existing parking meters will not change as they will still accept coins for payment.

## UTILITIES DEPARTMENT

### ELECTRIC DIVISION

#### Service Calls:

- Thur. 5/21 - Rear, 33 East Washington Street: Scheduled overtime; line crews assisted Ellsworth Electric with relocation of existing service as part of the A & E District upgrades. Time Out: 16.0-21.0
- Fri. 5/22 - 700 Block, North Locust Street: Pole damaged; vehicle struck pole #F101493 in accident. Line crews replaced damaged pole and transferred all HLD facilities. Time Out: 18.5-23.0
- Sat. 5/23 - 333 South Cleveland Avenue: Total outage; lineman replaced (1) transformer fuse to restore power. Time Out: 18.5-19.5
- Wed. 5/27 - 342 Vale Street: Total outage; bird caused transformer fuse to operate. Time Out: 6.0-6.8

#### Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- The Engineering Designer continued work on multiple customer designs and HLD maintenance projects.
- Staff followed up with vehicle maintenance items and new tooling/supplies for HLD line crews.
- The Staff Engineer continued work on major electric distribution circuit upgrades and various commercial/industrial projects.
- Staff performed inspections of concrete street light bases and conduits at the McCleary Hill housing project.

### WASTEWATER DIVISION

#### Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, May 20, 2020	6.09	0.00
Thursday, May 21, 2020	6.05	0.00
Friday, May 22, 2020	6.41	0.36
Saturday, May 23, 2020	6.16	0.00
Sunday, May 24, 2020	5.80	0.00
Monday, May 25, 2020	5.77	0.00
Tuesday, May 26, 2020	5.87	0.00
Weekly – Avg. Flow / Total Rainfall	6.02	0.36
May – Avg. Flow /Total Rainfall	7.19	1.31

#### Miscellaneous

- Cleaned UV bulbs in all three channels.
- Repaired cameras and wiring on front gate.
- Rotated bearings on PISTA Grit screw conveyor.
- Started setting up necessary bypass equipment to clean effluent chamber.
- Completed installation of mechanical oilers on 6M and 7M transfer pumps.
- 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	1,022'	69'	3

**Collection System Maintenance Tasks**

- Sewer Backup, 60 Madison Avenue, problem on the private side.
- Sewer Backup, 900 South Potomac Street, 9 Fulton Bank, flushed out lateral, cleared blockage.
- Sewer Backup, 81 North Edgewood Drive, flushed mainline.
- Grinder Pump call, 20304 Parkwood Drive, reset fault, tank full of grease.
- Grinder Pump call, 1523 Woodlands Run, excavated and replaced discharge assembly and both pumps, had keys made for electrical panels.
- Grinder Pump light on, 1660 Woodlands Run, no issues found.
- Continuing to prepare Station #11 for new SCADA and PLC installation.
- 1614 Dual Hwy, restoration complete, caulked expansion joints in the sidewalk.
- Pump Station #23, reinstalled Muffin Monster.
- Installed new shelving in the loft of the Collections Building.
- Organized schedule, 35 fittings for inventory.
- Hauled load of B10s for inventory.

**Administration**

Wastewater Division – Customer Call Log Summary 2020							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	2	2	0	0	0	0	4
<b>YTD 2020</b>	<b>17</b>	<b>30</b>	<b>3</b>	<b>0</b>	<b>1</b>	<b>62</b>	<b>113</b>

**Engineering**

- Review of multiple site development plans.
- Development of project bid documents for the Collection System rehab project.
- Review and approval of City permits.
- Review and approval of Utilquest invoice.

**WATER DIVISION**

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

Date	Willson	Breichner	Total
05/21/20	10.20		10.20
05/22/20	9.68		9.68
05/23/20	9.88		9.88
05/24/20	9.39		9.39
05/25/20	10.08		10.08
05/26/20	10.80		10.80
05/27/20	10.34		10.34
Average			10.05

**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 raw water sample pump.
- R.C. Willson–Repaired the VFD #4 display monitor.
- Showalter Tank–Repaired the radio level sensor.

**Water Production at Breichner/Edgemont Reservoir.** The Edgemont Reservoir pool elevation is currently at 3.1 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**

- 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	13	2

- Review of multiple site development plans
- Ongoing work on the Risk Assessment and Emergency Response Plans



Respectfully submitted,

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

Scott A. Nicewarner  
City Administrator