

CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 24 FOR 2020



June 19, 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>.

JUNE 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 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 ***3pm Executive Session ***4pm Work Session	17 <u>TENTATIVE</u> <u>"ZOOM" MEETING:</u> 7pm Board of Zoning Appeals	18	19	20
21	22	23 ***6pm Work Session ***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 to Move Forward with Growth Area Changes
- Hagerstown Still Questions 911 Center Payments
- Hagerstown Stormwater Fee to Start in 2021
- Health Department Preparing to Disburse Grant Money to Aid with COVID-19 Costs
- Washington County Election Results Certified
- County Health Officer Clarifies What's Allowed, What's Not
- Maryland Social Gathering Limits
- Deadline Extended for Small Business Grants
- Hagerstown Police to Create Citizens' Advisory Committee

This Week's Video Projects

- Mayor & City Council Work Session
- PCAD Rental Interior Webinar Series Production
- McCleary Hill Drone Footage
- Imagine Hagerstown Livestream Event

Channel 25 Hub City Now Programming:

- Mayor & City Council Virtual Meeting
- Council WRap: Outdoor Dining
- HFD: "Smoke Alarms Save Lives" Video
- "Hub Bub" Video Podcast
- PCAD Rental Interior Webinar Series Program
- Symptoms of COVID-19 Informational Video
- 2020 Census: What is the Census?
- Stormwater Program Informational Video
- MTA Commuter Connection

City Website:

- www.hagerstownmd.org attracted 10,642 user visits for the week of June 8-14, 2020.
- The most popular top entrances (the first page users accessed on the website):
 - Home Page 2,477
 - Utility Billing Page 935
 - Potterfield Pool Page 489
 - Police Page 248
 - Parks & Recreation Page 240
 - Jobs Page 184
 - Fairgrounds Park Page 179
 - Bids Page 178
 - Calendar Page 156
 - City Park Page 122
- Top Searches:
 - "True"
 - "Online bill payment"
 - "Jobs"
 - "Pay bill"
 - "Property"

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

Business Development Update: The deadline to submit to submit an application for the Rise Up Business Stabilization Grant has been extended to June 30, 2020 at 11:59 p.m. DCED staff, including a member of the Finance Department, continue to make financial reviews of the applications a priority.

Applications will be accepted electronically and can be downloaded at www.washcorises.net. The website also provides guidelines, application instructions, and answers to frequently asked questions.

Main Street: The last few months have been a challenge for downtown businesses and Main Street Hagerstown would like to applaud and offer a platform to communicate to their customers and the community. Main Street will be showcasing downtown businesses on Main Street social media for the next few weeks with 60-90 second videos captioned by a short paragraph about the business, new hours, locations, and safety instructions. For more information contact kbell@hagerstownmd.org.

Farmers Market: The Farmers Market is open and all vendors are back inside with sit down dining available at 50% capacity following Governor Hogan's orders. Be sure to wear your mask and enjoy some local food! Visit the Historic City Farmers Market on Facebook for details. Hours are 6 a.m.–12 p.m.

HYAC: The Hagerstown Youth Advisory Council (HYAC) met on Thursday with Police Chief Kifer to discuss youth advocacy and upcoming Council projects.

FIRE DEPARTMENT

FIRE DEPARTMENT CALLS FOR ASSISTANCE			
House/Apartment Fires	1	Community Risk Reduction	9
Building Fires	4	Public Service	11
Medical Assistance	28	Personal Injury Collision	7
Assist other Fire Departments	4	Fuel/Hazard Spills	1
Automatic Fire Alarms	6	Gas Leaks	1
Downed Power Lines	2	Investigation: Carbon Monoxide Incident	0
Fireworks Explosion	0	Dumpster/Outside Fires	4

Multiple Fires:

- **Broadway: Sunday, June 14th at 10:35 a.m.** HFD's C-Shift handled a working apartment fire on the third floor of a building on Broadway. The fire was controlled in about 10 minutes. Everyone got out safely.
- **Dagmar Hotel: Monday, June 15th around 10 a.m.** HFD units responded to the Dagmar Hotel for a small trash can fire in one of the upper floor apartments. The fire was quickly extinguished.
- **Paradise Church Road: Tuesday, June 16th at 4:50 a.m.** HFD's A-Shift responded to assist Longmeadow Fire Department with a fully involved house fire.
- **Avalon Avenue: Tuesday, June 16th at 6:59 p.m.** Firefighters responded to a house fire on Avalon Avenue. Units arrived to fire showing from the rear of the structure, with fire extending up to the second floor and attic. The residents were displaced by the fire; they were assisted by the Red Cross.
- **The Terrace: Tuesday, June 16th at 8:38 p.m.** While units were on the scene of the Avalon Avenue fire, a call went out for a fire on The Terrace. Hagerstown fire units responded along with other units that had transferred into the City from other departments. Units arrived to find the attic of the home on fire. Crews had the fire under control in about 15 minutes. The cause of the fire is currently under investigation.

Annual Hose Testing: All of HFD's hoses were tested by an outside vendor. Hoses are tested annually to insure that the hose, coupling assemblies, appliances and nozzles perform as designed.

PARKS & ENGINEERING DEPARTMENT

ENGINEERING DIVISION

Wesel Boulevard: Staff continues to work on the contract documents for the complete reconstruction of the road. This week staff worked on specifications and the very important details of the geotechnical component of the project. We have to replace the poor subsoil with material of a higher bearing capacity and we are exploring the most cost effective ways to do this. We hope to bid the project around July 1st.

PARKS DIVISION

Ice Rink: The ice rink opens on Friday June 19th. They will have a two week ramp up and then hopefully full throttle by September. The Board got several grants from Federal government and their financial situation is good considering they retained their staff through this and had no income.

PLANNING & CODE ADMINISTRATION

Historic District Commission: The HDC met on June 11 and took the following action:

- 27 West Antietam Street – Adam Hager for Joel Merrbaugh - approved an application for a light pole at the rear of the proposed parking.
- Recommended approval to the Planning Commission of the Saylor House Landmark Overlay in Kiwanis Park.

The HDC will be reviewing these applications at its June 25 meeting:

- 214 North Potomac Street – Kellgard General Contracting – replacement windows.
- 789 Hamilton Boulevard – Irene French for Amanda Elliott – replacement windows.

Board of Zoning Appeals: The BZA heard one case for properties designated as 217-223-227-233 and 237 East Franklin Street. The Board granted variances to reduce the number of required parking spaces from 33 to 20 spaces; to allow parking to the side of the building; and to increase the required front build-to-line from zero feet to up to ten feet.

Planning Commission: The Planning Commission will meet on June 24 to consider a waiver request for a dumpster enclosure at 41-41½ South Potomac Street.

Weekly Activity Report: June 8–12, 2020

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	16	Residential -	12	Commercial -	3	Other -	1	7
Electric	9	Residential -	8	Commercial -	1	Other -	0	9
Plumbing	6	Residential -	5	Commercial -	1	Other -	0	6
Mechanical	8	Residential -	4	Commercial -	4	Other -	0	8
Engineering Dept.	1							3
TOTAL	40		29		9		1	33
Est. Value of Issued Building Permit Projects:					FY20 Fiscal Year Totals:			
Residential	\$ 50,749.00				\$ 7,172,802.00			
Commercial	\$ 7,552,125.00				\$ 19,168,533.00			
Apartment	\$ 0.00				\$ 1,277,900.00			
Sign	\$ 1,500.00				\$ 458,130.00			
TOTAL	\$ 7,604,374.00				\$ 28,077,365.00			

Projects of Interest		
- Construct four-story hotel with pool and breakfast area at 89 All Star Court - \$6,987,125		
- Tenant fit-out for Meritus Systems Lab at 247 Eastern Boulevard - \$85,000		
- Relocate three portable classroom buildings at 195 Pangborn Boulevard - \$400,000		
- Relocate one portable classroom building at 1221 South Potomac Street - \$60,000		
RENTAL LICENSING PROGRAM YEAR: JULY 1, 2019 – JUNE 30, 2020		
	<u>PROPERTIES</u>	<u>UNITS</u>
Registrations received week of June 8 – June 12	0	0
New applications issued week of June 8 – June 12	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%
Notes: The 2019-2020 rental license renewals for 9,609 units in 3,807 properties were mailed on May 3, 2019.		
<u>PAYMENT</u>		
Weekly payment received	\$ 0	
Weekly adjustment/credits	\$ 0	
INSPECTIONS		
<u>TYPE</u>	<u>NUMBER CONDUCTED</u>	
Building	42	
Electrical	32	
Plumbing	19	
Mechanical	11	
Safety	52	
Neighborhood Vitality	126	
Quality of Life	1	
Preventive Maintenance	1	
Planning & Zoning	2	
INSPECTIONS KEY:		
<u>Categories of Conditions</u>		
Safety	Conditions which are or reasonably present a hazard to occupant or public. <u>Example:</u> No smoke alarms, improper wiring, handrails	
Neighborhood Vitality	Conditions which cause or tend to cause diminution to property <u>Example:</u> Weeds, trash, debris, junk vehicles, deterioration of a structure.	
Quality of Life	Conditions which negatively impact occupants. <u>Example:</u> Damaged surfaces, damages elements, missing screens	
Preventive Maintenance	Conditions which are technical violations and need addressed to prevent deterioration. <u>Example:</u> Mortar deterioration, clogged gutters, minor rotting wood	
Planning & Zoning	Conditions which violate Land Management Code requirements (zoning, forest conservation, floodplain, historic district and other requirements) and progress inspections of development projects for site plan compliance. <u>Examples:</u> Uses not permitted in property's zone, construction of new facilities, follow up inspections on open violations.	

POLICE DEPARTMENT

STATS

Calls for Service:	1,530	Field Interviews:	16
Arrests/Warrants Served:	12	Moving Violations:	9
Domestic Violence Calls:	19	Safety Repair Orders:	1
DUI Arrests:	1	Warnings:	22
Reports Filed:	119		

REPORTS

06/11/20: Officer Brady responded to East Franklin Street for a burglary in progress. The officer made contact with the caller and was directed to the rear of the property. The caller pointed to a male that was walking away from the residence. The caller stated she had a No Trespass Letter on that male. The officer verified with HPD the No Trespass letter was valid. The suspect was issued a criminal citation for violating the trespass letter and was ordered not to return to the property. There were no signs of forced entry and nothing was found to be missing from the residence.

06/12/20: Officer Alderton was assigned to the Hagerstown Watch Center and took a phone call regarding an identity theft. The caller advised that she was delivered a Playstation 4 remote on Tuesday, June 9, 2020. She stated that she, nor her son, had ordered the remote. She contacted the company that shipped the item to inquire why she received the remote. She learned that someone had opened a credit account through the company in her name. That person then ordered the remote as well as a 43 inch television. The total amount for the items was \$600. The victim stated to the company that she only received the remote and not the TV. She then contacted UPS to inquire where the TV was delivered. She learned that the recipient requested that the TV be delivered to the UPS facility on East Oak Ridge in Hagerstown. The UPS employee was suspicious of the male since he gave an ID of a female and he was a male. The employee did however release the TV to the male. No further details are available at this time.

06/13/20: Officer K. Hill responded to South Mont Valla Avenue for a report of an assault. The caller advised her friend just ran to her house and advised he had been assaulted. The victim advised he had been walking to his friend's house when a group of three individuals assaulted him and attempted to take his laptop. When the group had the victim on the ground, he heard one individual say, "Wrong one". At that point the group fled the scene and his laptop was still laying in the grass next to him. The victim did not need medical attention and no damage was done to the laptop. No further details are available.

06/15/20: Officer Mikash responded to call that a male had displayed a handgun in the drive-thru area of Dairy Queen located on the Dual Highway. An employee of the Dairy Queen stated that a black male who was wearing a multi-colored shirt got upset because she wouldn't serve him since he was on foot and not in a vehicle. The male then displayed a handgun in the parking lot and was threatening to shoot up the store. Officer Crouse located the suspect matching the description and questioned if he had a gun on his person. The suspect stated he did not. The officer then asked to search him; however, the suspected objected to the search. The officer did continue with the search for officer safety. The officer found a loaded handgun in the waistband of the suspect's pants. HPD officers arrived and the handgun was taken to HPD and packaged for evidence. Dispatch advised the handgun was negative for being stolen. Officer Mikash contacted the Maryland State Police Gun Center and advised them of the details of the incident. During their search it was discovered that the suspect was convicted of an assault. The suspect was charged with several gun related charges.

06/16/20: Officer Cramer responded to South Mulberry Street for a reported burglary. The victim stated he left his residence and returned an hour later to find the glass on the rear entry door shattered. The apartment was in disarray and his medications and a television had been taken. A locked safe which was attached to a fridge, had been knocked down. Neighbors did not see or hear anything unusual. No further details are available.

OTHER NEWS/INFORMATION

Welcome to HPD New Hires. Celmarie Perez has been hired as a Police Officer Recruit and will be attending Washington County Police Academy-03 in July. Calista Plante has been hired as a Police Cadet. HPD welcomes them and wishes them both much success with their law enforcement career.

Celmarie Perez



Calista Plante



PUBLIC WORKS

CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	1
Fire	0	1
Human Resources	0	0
Light	2	2
Parks & Engineering	4	0
Police	12	8
Public Works	4	6
Wastewater	2	0
Water	4	5
Weekly Totals	28	23
Yearly Total	545	

AFTER HOUR CALL BACKS

- Saturday, June 13, 2020 at 11:45 p.m.: Vehicle accident at West Washington Street and Summit Avenue damaged a pedestrian traffic signal pole. A crew was brought in to remove the pole and secure the site. Final repairs were made on Monday, June 15th.

BRIDGE TO CHANGE. The Bridge to Change program managed by the REACH shelter is back in operation and has been for about one month. Elizabeth “Liz” Yingling is now the crew chief leading the employees in the field cleaning up trash throughout the downtown. Public Works continues to support the program by supplying trash bags, gloves and collecting the bagged trash. The program has been a success and makes a noticeable difference in the community.

USE OF BULK TRASH PROGRAM EXPLODES. Before the pandemic, the typical number of collections for the Bulk Trash Program would average between 10–15 collections. The program was halted for six weeks during the height of the pandemic for safety reasons. After the program resumed, the collections more than doubled. The first collection date included for 32 collections, the next was 34 and on Wednesday, June 17th the number jumped to 38! The hope is that these will slow down a bit as residents return to work and life becomes more normal. Then again, there are already two collections scheduled for the next collection date on July 1st.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Service Calls

- Thur. 6/11
 - 1050 Lindsay Lane: Reconnected service for new occupant. Time Out: 17.0-17.7
 - 700-800 Block of Maryland Avenue: Total outage; bird caused transformer fuse to operate. Time Out: 18.1-18.8
 - Various locations: Scheduled overtime of street light patrol. Time Out: 21.1-23.3
- Sat. 6/13
 - 325 South Locust Street: Total outage; bird caused transformer fuse to operate. Time Out: 9.7-10.7
 - Antietam Street and Walnut Lane: Lines down; lineman removed insulation from the roadway, no other issues were found. Time Out: 17.8-18.4
- Sun. 6/14
 - 556 Salem Avenue: Total outage; bird caused transformer fuse to operate. Time Out: 6.6-7.2
 - 547 West Church Street: Total outage; squirrel caused a transformer fuse to operate. Time Out: 7.7-8.2
 - 217 North Mulberry Street: Total outage; bird caused transformer fuse to operate. Time Out: 8.5-9.0
 - 841 Frederick Street: Total outage; bird caused transformer fuse to operate. Time Out: 11.1-11.6
- Wed. 6/17
 - Western Maryland Hospital, Pennsylvania Avenue: Scheduled overtime to disconnect service while hospital completed their yearly maintenance. Time Out: 17.5-19.5
 - Western Maryland Hospital, Pennsylvania Avenue: Line crews reconnected service following the completion of maintenance. Time Out: 0.0-0.5

Distribution

- Annual inventory counts have been completed.

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 and submitted completed plans for construction.
- The Staff Engineer submitted work plans to the Distribution Dept. for construction activities on distribution feeders out of Plant & Zayre Substations.
- The Staff Engineer replaced communication circuit boards in two HLD relay devices to restore SCADA communications and repaired SCADA communications at Mitchell and Bulldog substations.
- Engineer staff reviewed street light installations and specifications

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, June 10, 2020	5.23	0.00
Thursday, June 11, 2020	5.22	0.06
Friday, June 12, 2020	4.95	0.00
Saturday, June 13, 2020	4.73	0.00
Sunday, June 14, 2020	4.76	0.00
Monday, June 15, 2020	4.83	0.00
Tuesday, June 16, 2020	4.92	0.00
Weekly – Avg. Flow / Total Rainfall	4.95	0.06
June – Avg. Flow /Total Rainfall	5.26	0.16

Miscellaneous

- Pumped down mud well on Parkson air lifts and removed sand.
- Removed and replaced discharge screens on all (70) Parkson air lifts.
- Rebuilt/installed new balancing valve on pressurization tank.
- Started organizing mezzanine and cleanup for inventory.
- Reinstalled rebuilt pressurization pump.
- Routine MP2 Work Orders & Corrective Work Orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	#6	524'	178'	8
Flushing	#2/3	21,647'		

Collection System Maintenance Tasks

- Station #6, worked on PLC issue.
- Station #11, completed and downloaded new SCADA program to PLC, hooked up temporary pump controls for SCADA project next week.
- Grinder pump, 11247 Eastwood Drive, reset smart switch.
- Grinder pump, 20304 Parkwood Drive, no issues found.
- Grinder pump, 11003 Eastwood Drive, reset smart switch.
- Grinder pump, 11247 Eastwood Drive, reset smart switch.
- Grinder pump, 1633 Woodlands Run, no power to #1 pump, replaced pigtail.
- Backup, 209 South Mont Valla, problem on property owner.
- Backup, 139 Sunbrook Drive, problem on property owner.
- Backup, 1307 The Terrace, groundwater issue in basement, not sewer.
- Backup, 636 East Wilson Boulevard, problem on property owner.
- General pump shop repair work.
- Replaced frame and cover on manhole #21005 located at 775 S Potomac Street.
- Assisted Public Works with stormdrain frame and cover repair, intersection of Salem and Liganore avenues.
- Brush-hogged easement off Day Road to Station #9, and Station #11 easement.

Administration

Wastewater Division – Customer Call Log Summary 2020							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	0	2	0	0	0	5	7
YTD 2020	20	39	4	0	1	74	138

Engineering

- Reviewed Site Development Plans
- Review of the Consolidated General Services Agreement
- Review of the Water and Sewer Standards and Specifications

Lab

- Prepared Significant Industrial User 1st-half results summary.
- Calculated MDLs for all nutrients.
- Continued training of new Lachat personnel.
- Continued Total Phosphorous Calibration trial.
- 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>
06/11/20	10.54		10.54
06/12/20	10.95		10.95
06/13/20	10.35		10.35
06/14/20	9.74		9.74
06/15/20	11.17		11.17
06/16/20	10.89		10.89
06/17/20	10.75		10.75
Average			10.63

Water Production at R. C. Willson

- R.C. Willson and Pump Stations—Staff worked on facility maintenance and routine preventative maintenance.
- R.C. Willson—Installed displays for the Cl2 and influent level filters.
- R.C. Willson—Repaired the TracVac system.
- PS2—Repaired the 4-way function valve on Pump #3.

Water Production at Breichner/Edgemont Reservoir. The Edgemont Reservoir pool elevation is currently at 3.7 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, 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 TSS and aluminum samples from lagoon discharge.
- Collected corrosivity samples from water distribution system in compliance with the Lead and Copper Rule.
- Process and regulatory testing were routine for the week.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	1	1
Preliminary Plats	-	-
Final Plats	-	-
Replat	-	1
Grading Plan	-	-
Development Plan	-	-
Building Permits	12	8

- Reviewed site plan and subdivision plat reviews.
- Reviewed the Water and Sewer Standards and Specifications.



Respectfully submitted,

A handwritten signature in blue ink that reads "Scott A. Nicewarner". The signature is fluid and cursive, with a large loop at the end.

Scott A. Nicewarner
City Administrator