

CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 30 FOR 2020



July 31, 2020

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

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>.

AUGUST 2020						
<i>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</i>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4 4pm Work Session	5	6	7	8
9	10	11 4pm Work Session	12 4pm Hagerstown Planning Commission Meeting	13 4pm Board of Traffic & Parking Meeting 4pm Hagerstown Historic District Commission Meeting	14	15
16	17	18 4pm Work Session	19 7pm Board of Zoning Appeals Meeting	20	21	22
23	24	25 7pm Regular Session	26 7pm Hagerstown Planning Commission Meeting	27 4pm Hagerstown Historic District Commission Meeting	28	29
30	31					

COMMUNICATIONS

This Week's Headlines & Media Releases:

- City, County at Odds over Dredging Material
- Imagine Hagerstown Kicks Off Outdoor Concerts
- Bushey Wins His Second City Golf Title
- COVID-19 Cases Climb, Number of Deaths Stable
- Businesses React to COVID-Positive Cases
- County Official Says Mayor Distorted 911 Reaction to Theft Call
- City Pushes Back Vote on Annexing Land near Valley Mall
- Press Release: HYAC Selection Announcement
- Press Release: PayByPhone Parking

This Week's Video Projects

- Mayor & City Council Regular Session

Channel 25 Hub City Now Programming:

- Mayor & City Council Meeting
- Utility Payment Assistance Press Conference
- Featured Artist on Hagerstown Cultural Trail: Vicki Scuri
- Washington Goes Purple: Act Now :30 Promos
- HFD: "Smoke Alarms Save Lives" Video
- "Hub Bub" Video Podcast
- PCAD Rental Interior Webinar Series Program
- Symptoms of COVID-19 Informational Video
- Stormwater Program Informational Video
- MTA Commuter Connection

City Website:

- www.hagerstownmd.org attracted 9,903 user visits for the week of July 20-26, 2020.

- The most popular top entrances (the first page users accessed on the website):
 - Home Page 2,049
 - Utility Billing Page 1,043
 - Potterfield Pool Page 518
 - Bids Page 272
 - Civic Alerts Page 268
 - Police Page 206
 - Firefighters Page 126
 - FAQ Page 101
 - Jobs Page 96
 - City Park Page 87

- Top Searches:
 - "True"
 - "Pay my bill"
 - "Water bill"
 - "Softball tournament"
 - "Water"

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

HYAC Update:

- The Hagerstown Youth Advisory Council met on July 27th via Zoom to discuss their upcoming Mayor and Council presentation and review other community projects.
- Congratulations to HYAC Member Kevin Bokoum on his appointment as student representative with the Board of Education.
- The HYAC presented to The Rotary Club at the Fountainhead Country Club on Friday morning.



Business Development Update: DCED is partnering with the Washington County Department of Business Development and the Maryland Small Business Development Council (SBDC) to offer a free webinar series for small businesses. SBDC will be leading each webinar with topics focused on tools that are beneficial to succeed during and after the COVID-19 pandemic. Webinar topics are listed below and registration for each individual webinar is required at <https://www.marylandsbdc.org/training/events-calendar>

- Using Social Media for Networking (August 13 – 1 p.m.)
- Take Time to Master Google My Business (August 18 – 1 p.m.)
- Accounting Bootcamp for Businesses (August 19 – 10 a.m.)
- Business and Marketing Plans Made Simple (August 19 – 1 p.m.)
- Manage Your Business Risk (August 20 – 10 a.m.)

FIRE DEPARTMENT

FIRE DEPARTMENT CALLS FOR ASSISTANCE			
House/Apartment Fires	0	Community Risk Reduction	5
Building Fires	2	Public Service	4
Medical Assistance	32	Personal Injury Collision	13
Assist other Fire Departments	10	Fuel/Hazard Spills	0
Automatic Fire Alarms	12	Gas Leaks	0
Downed Power Lines	1	Investigation: Carbon Monoxide Incident	0
Fireworks Explosion	0	Dumpster/Outside Fires	0

PARKS & ENGINEERING DEPARTMENT

PARKS DIVISION

1. **Imagine Hagerstown.** It was estimated that 150 event-goers attended the Friday, July 24th Imagine Hagerstown event. All ran smooth and the event was a success.
2. **Summer Concert Series.** Enjoy more live music this Saturday, August 1st at 7 p.m. in the band shell with 'The Rock n Roll Relics'.
3. **Golf Course.** The 6th Annual Senior Championship and the 8th Annual City Championship were a huge success! Past champion, Chris Bushey, won for his 2nd time. Four of the five past champions all played for the title, along with Dirk Schultz (Golf Pro at Beaver Creek) and numerous other top players. This year's tournament was considered the best field of players ever for the City Championship. See article here: https://www.heraldmillmedia.com/sports/bushey-wins-his-second-city-golf-title/article_0f0ed4a6-ceb6-11ea-90f4-9bbc2f4a798b.html
4. **Potterfield Pool.** The splash pad and aqua climb are now open.
5. **Golf/Pool Stats.**

Golf Course	7/23/19–7/29/19	7/23/20- 7/29/20
# of Golfers	1,327	1,513
Total Revenue	\$9,721.75	\$10,619.75

Pool	7/23/19–7/29/19	7/23/20–7/29/20
Admission total	2,163	948
Admissions Fees	\$4,930.00	\$2,947.00

PLANNING & CODE ADMINISTRATION

Zoning Certificates Issued:

- 301 South Burhans Boulevard – The Moon Bar and Tavern, LLC – bar.
- 367 East Franklin Street – Caliber Collision Centers – auto body and paint repair.

New Development Cases:

- 1201 Maryland Avenue – Great Southern Wood – minor site plan for expanded tractor-trailer parking lot.
- 10 Hump Road – Nextow – minor site plan for an impound lot.
- Hager’s Crossing – Richmond American Homes – final plat for 55 single-family lots.

Historic District Commission: The HDC met on July 23 to consider these items:

- 911 Potomac Avenue – Katie Cook/Monocacy Chimney – approved a chimney liner.
- 33 Broadway – Rodman Birtwell – approved an above-ground swimming pool.
- 167 South Potomac Street – Furrukh Jamil – approved storefront graphics.

Planning Commission: The Planning Commission considered these matters on July 29:

- Public Review Meeting – Saylor House at Kiwanis Park – Landmark Overlay District – one person testified in favor of the landmark overlay request.
- 1201 Maryland Avenue – Great Southern Wood – approved a final plat.
- 18000 Garland Groh Boulevard – Verizon – approved a site plan for a retail store.
- 227 East Washington Street – City Chapel – agreed to extend the church’s request for another 180-day approval period for a temporary use.
- 205 Mill Street – Point Broadband of the Piedmont –approved a minor site plan and waivers for a prefab equipment shelter.
- 1300 Marshall Street – Western Heights Middle School – approved a minor site plan for four portable classroom buildings.
- 217-237 East Franklin Street – Dollar General – approved the sketch plan for stormwater management and provided favorable feedback on proposed waiver requests.
- Tractor Supply Warehouse Expansion – 11935 Hopewell Road – approved a request for additional site plan waivers.

Board of Zoning Appeals: No cases were filed for the August 19 hearing.

Weekly Activity Report: July 20–24, 2020

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	18	Residential -	14	Commercial -	3	Other -	1	6
Electric	19	Residential -	7	Commercial -	12	Other -	0	17
Plumbing	12	Residential -	11	Commercial -	1	Other -	0	11
Mechanical	9	Residential -	5	Commercial -	4	Other -	0	9
Engineering Dept.	3							3
TOTAL	61		37		20		1	46
Est. Value of Issued Building Permit Projects:					FY21 Fiscal Year Totals:			
Residential	\$ 54,000.00				\$ 1,304,234.00			
Commercial	\$ 2,048,535.00				\$ 20,651,035.00			
Apartment	\$ 5,500.00				\$ 194,500.00			
Sign	\$ 0.00				\$ 10,950.00			
TOTAL	\$ 2,108,035.00				\$ 22,160,719.00			
Projects of Interest								
- Interior renovations of medical offices to Easter Seals at 701 East First Street - \$175,000								
- Construction of infrastructure and restrooms at 54 South Potomac Street - \$1,000,000								
- Repairs due to fire at 1107 Lindsay Lane - \$54,000								
- Addition and renovations to existing facility for Rescue Mission at 125 North Prospect Street - \$800,000								

RENTAL LICENSING PROGRAM YEAR: JULY 1, 2020 – JUNE 30, 2021		
	PROPERTIES	UNITS
Registrations received week of July 20 – July 24	224	642
New applications issued week of July 20 – July 24	0	0
Total 2020-2021 registered (includes additions and subtractions since 6/8/20)	2,391	5,839
Percentage of rental license renewals that have registered for the 2020-2021 license year	61.8%	60.1%
Notes: The 2020-2021 rental license renewals for 9,722 units in 3,872 properties were mailed on June 9, 2020.		
PAYMENT		
Weekly payment received	\$ 48,075	
Weekly adjustment/credits	\$ 750	
INSPECTIONS		
TYPE	NUMBER CONDUCTED	
Building	71	
Electrical	23	
Plumbing	32	
Mechanical	11	
Safety	10	
Neighborhood Vitality	90	
Quality of Life	1	
Preventive Maintenance	0	
Planning & Zoning	2	
INSPECTIONS KEY:		
Categories of Conditions		
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:	1,663	Field Interviews:	14
Arrests/Warrants Served:	15	Moving Violations:	31
Domestic Violence Calls:	31	Safety Repair Orders:	1
DUI Arrests:	0	Warnings:	50
Reports Filed:	142		

OTHER NEWS/INFORMATION

Congratulations to Officer Travis Crouse and Officer Alexander Miscannon. Officer Travis Crouse and Officer Alexander Miscannon have been selected as Officers of the Month for June 2020. Officer Crouse has been employed by the City of Hagerstown for 14 years, and Officer Miscannon has been employed for 2 years. Both are currently assigned to the Patrol Division.

In June 2020, Officer Crouse and Officer Miscannon were conducting stationary observation when Officer Crouse observed a male walking around in an abandoned parking deck with what appeared to be a handgun in his hand. Officer Miscannon was able to use a pair of binoculars to confirm that the male was, in fact, holding a handgun. The male then began waving and pointing the handgun at the surrounding area. Officer Crouse and Officer Miscannon began to approach the male on foot. However, he spotted the officers walking towards him and attempted to run away. He was located a short time later, still in the abandoned parking deck, and was taken into custody without incident. Several handguns were located in the area where the subject was taken into custody.

Based on their keen observational skills in observing the subject holding the handgun and their ability to act quickly to prevent the male from potentially causing harm to anyone, Officer Crouse and Officer Miscannon were selected as the Hagerstown Police Department Officers of the Month for June 2020. The Hagerstown Police Department is proud to have dedicated officers such as Officer Travis Crouse and Officer Alexander Miscannon as some of its own and congratulate them for a job well done.

PUBLIC WORKS

CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	2
Fire	2	0
Human Resources	0	0
Light	2	4
Parks & Engineering	3	2
Police	10	7
Public Works	4	4
Wastewater	6	3
Water	6	6
Weekly Totals	33	28
Yearly Total	686	

AFTER HOUR CALL BACKS

- Tuesday, July 21, 2020 @ 7:40 p.m.: A large tree fell into the intersection of Mealey Parkway and Magnolia Avenue. The tree is located on private property and only blocked a portion of the street. Vehicle traffic could still easily navigate the street. Staff only placed cones to warn drivers.
- Thursday, July 23, 2020 @ 9:45 p.m.: Traffic signals on flash at the intersection of Washington Street and Burhans Boulevard. Staff on-site to reset the signal and restore it to full operation.
- Sunday, July 26, 2020 @ 1:27 p.m.: Access to the Central Maintenance Garage was denied when Parks staff needed one of their John Deere Gators from the garage. The new security gate would not open or provide access. Staff was able to enter through a pedestrian gate close by and provide Parks with service. City Light who installed the gate was notified of the issue.

PAY BY PHONE IS HERE. Starting Monday, August 3rd paid parking returns and Pay By Phone will be operational. Staff has already begun placing the information on the parking meters in the form of stickers that tell drivers how to pay for this contactless service. New signs will also be placed in strategic locations at the public parking lots to alert drivers of this new payment option. This will be the soft rollout of the program. There will be a more public celebration and promotion of Pay By Phone once staff has some experience under their belt managing this new program.



PARKING ENFORCEMENT ALSO RETURNS. With paid parking comes parking enforcement. Enforcement staff will be out issuing citations on Monday, August 3rd. We expect some pushback from those receiving citations since no enforcement has occurred for the last 4 ½ months. It has been unfortunate, but many residents have not moved their vehicles for the street sweeper. Staff have sent out hundreds of flyers, posted on the City website and even placed the electronic message boards to notify drivers that paid parking returns on August 3rd.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Service Calls

- Thur. 7/23 - 1028 Salem Avenue: Total outage; the transformer fuse operated for an unknown reason. Time Out: 18.1-18.9

- Fri. 7/24 - Wilson, Pope, and South Potomac: Total outage; line fuses had operated for an unknown reason. Time Out: 6.5-7.3

- Sat. 7/25 - 840 Bowman Avenue: Partial outage; the cutout was found to be broken. Time Out: 6.5-7.8
- 247 West Side Avenue: Wires down; the wires belonged to Antietam Broadband and Verizon. Time Out: 8.3-8.6
- 844 Guilford Avenue: Partial outage; no issues were found with HLD facilities. The customer was advised to contact an electrician for needed repairs. Time Out: 15.6-16.5

- Sun. 7/26 - 1424 Hamilton Boulevard: Lines on fire; the burnt triplex was replaced. Time Out: 20.8-22.3

- Mon. 7/27 - 400 Virginia Avenue: Total outage; customer’s main breaker was tripped. Time Out: 21.8-22.4

- Tues. 7/28 - 339 South Potomac Street: Total outage; customer’s main breaker had tripped. Time Out: 17.5-18.2

Wed. 7/29 - 628 Highland Way: Service reconnected following a completed service upgrade. Time Out: 18.6-19.8

Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- The Engineering Designer completed and released multiple jobs for construction.
- The Staff Engineer designed SCADA communication circuits and chose peripheral devices for the connection of new recloser controls in HLD's Bulldog substation. This will allow HLD to interface remotely with the recloser controls for IED monitoring.
- Staff performed herbicide applications across the HLD territory to control undesirable vegetation in and along HLD electric utility rights-of-way.
- A kick-off meeting took place with HLD's substation testing/maintenance contractor, TRC, to review upcoming work on the HLD system. This includes work to accommodate new industrial load, performance of upgrades to aging HLD equipment, and the testing of in-service electrical substation facilities to ensure proper operation.
- The Staff Engineer worked with the SCADA implementation team to develop code that will notify staff in the event communication is lost or is not optimal. This will provide for a quicker restoration of the communications between devices.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, July 22, 2020	4.91	0.24
Thursday, July 23, 2020	4.89	0.90
Friday, July 24, 2020	5.34	0.37
Saturday, July 25, 2020	4.86	0.00
Sunday, July 26, 2020	4.76	0.00
Monday, July 27, 2020	4.67	0.00
Tuesday, July 28, 2020	4.78	0.00
Weekly – Avg. Flow / Total Rainfall	4.89	1.51
July – Avg. Flow /Total Rainfall	5.81	2.54

Miscellaneous

- Cleaned UV Channels 1-3 and repaired wiper motor.
- Power cycled PLC 3-1 and operated ENR manually until programming modifications were completed.
- Replaced photo cells on outside lighting at headworks.
- Replaced O2 water bath pump and power wiring.
- Continued work on new MagOx Tank and mixer structure.
- Routine MVP Plant Work orders & Corrective Work orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	N/A			
Flushing	#6	10,039'		

Collection System Maintenance Tasks

- Hydro-excavated and replaced discharge assemblies at 20015 and 11021 Eastwood Drive.
- Continued rehabilitation on MH# 08006, finished building inverts and stopped leaks around underdrain pipe.
- Grinder pump call, 1627 Woodlands Run, installed new pump.
- Grinder pump call, 20003 Cherry Hill Circle, ran water, reset smart switch.
- Grinder pump call, 11021 Eastwood Drive, replaced broken discharge assembly.
- Grinder Pump call, 11115 Pinewood Circle, installed new pump.
- Grinder pump call, 11111 Pinewood, electrical issue on homeowner's side.
- Grinder pump call, 20115 Teakwood Drive, pressure tube was off the pump.
- Sewer Backup, 401 Brookline Drive, flushed mainline and lateral.
- Sewer Backup, 2 Broadway Avenue, problem on owner flushed main as a courtesy.
- Sewer Backup, Devonshire, flushed main line and removed debris.
- General pump shop repair work.

Administration

Wastewater Division – Customer Call Log Summary 2020							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	2	1	1	0	0	1	5
YTD 2020	25	53	8	0	1	83	170

Engineering

- Review of Site Development Drawings.
- Drafting Consolidated General Service Agreement area revisions.
- Provided service locations for the Wesel Boulevard Improvements project to the Engineering Department.

WATER DIVISION

Plant Flows – System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
07/23/20	10.34		10.34
07/24/20	10.05		10.05
07/25/20	10.72		10.72
07/26/20	10.35		10.35
07/27/20	11.00		11.00
07/28/20	11.12		11.12
07/29/20	11.50		11.50
<i>Average</i>			<i>10.72</i>

Water Production at R. C. Willson

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

Water Production at Breichner / Edgemont Reservoir. The Edgemont Reservoir pool elevation is currently at 3.86 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.
- The new water main installation on Iroquois Avenue has been completed and is being tested.

Laboratory

- Process and regulatory testing were routine for the week.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	2	1
Preliminary Plats	-	-
Final Plats	1	-
Replat	-	-
Grading Plan	-	-
Development Plan	-	-
Building Permits	23	4

- Review of Site Development Plan Drawings.
- Provide information for inquiries regarding the availability of water service.
- Provide water service locations for the Wesel Blvd Improvements project.



Respectfully submitted,

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

Scott A. Nicewarner
City Administrator