

CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 32 FOR 2020



August 14, 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

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	3	4 4pm Work Session	5	6	7	8
9	10	11 3:30pm Executive Session 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 3pm Executive Session 4pm Work Session	19 7pm Board of Zoning Appeals Meeting	20	21	22
23	24	25 6pm Executive Session 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:

- Breichner Gave 'Heart and Soul' to Hagerstown
- Washington County Recovers Connects Users with Treatment
- Washington County Board Discusses Schools' Virtual Return
- City of Hagerstown Mulls Extending Free Curbside Parking
- City to Amend Water, Wastewater Policy
- City to Pursue More Student Housing
- Washington County's Latest 911 Inspection was Good

- Hagerstown Reports Favorable Building Safety Rating
- Utility Work to Close Section of South Locust Street on Wednesday
- Hagerstown Talks Downtown Street Closures for Outdoor Dining
- Hagerstown Closes City Hall Lobby Because of COVID Case
- Press Release: City Hall Lobby Closed
- Traffic Advisory: South Locust Street

This Week's Video Projects

- Mayor & City Council Work Session
- Wesel Boulevard Drone Footage
- Professional Blvd. Bridge Drone Footage
- All Star Court Drone Footage

Channel 25 Hub City Now Programming:

- Mayor & City Council Meeting
- Utility Payment Assistance Press Conference
- Featured Artist on Hagerstown Cultural Trail: Richard Deutch
- Washington Goes Purple: Act Now :30 Promos
- "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 9,522 user visits for the week of August 3-9, 2020.

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

• Home Page	1,986
• Utility Billing Page	1,013
• Potterfield Pool Page	298
• Bids Page	216
• Police Page	193
• Parks & Recreation Page	154
• Firefighters Page	117
• Fairgrounds Park Page	111
• City Park Page	92
• Jobs Page	90

- Top Searches:

- "Pay my bill"
- "Parking"
- "True"
- "Pangborn Park"
- "Property tax"

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

Business Development Update:

- All Curbside Parking Zone signs will be installed by the end of the day on Thursday. Zone maps have been made public by being posted on social media and handed to businesses owners who have requested printed versions. Handouts of these maps can be picked up from the DCED office.
- The Rise Up Business Stabilization Grant reopened on Wednesday, August 12th with new guidelines to allow start-up businesses established and operational September 2019 to March 2020 that meet criteria to submit an application. The deadline to submit is Tuesday, September 8, 2020, at 11:59 p.m. 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.

- The Economic Development team conducted CNS (Competitive Negotiated Sale) property tours.

Imagine Hagerstown: The Imagine Hagerstown Fourth Friday music series continues on Friday, August 28 from 5-8 p.m. at University Plaza. Josh Morningstar and XACE will perform.

FIRE DEPARTMENT

FIRE DEPARTMENT CALLS FOR ASSISTANCE			
Cooking Fires	2	Community Risk Reduction	7
Building Fires		Public Service	2
Medical Assistance	31	Personal Injury Collision	10
Assist other Fire Departments	7	Fuel/Hazard Spills	2
Automatic Fire Alarms	4	Gas Leaks	0
Downed Power Lines	0	Investigation: Carbon Monoxide Incident	1
Electrical Wiring Arcing	1	Dumpster/Outside Fires	1

PARKS & ENGINEERING DEPARTMENT

ENGINEERING DIVISION

1. **Wesel Boulevard Reconstruction.** We will host a Public Meeting on August 17th at 5:00 PM. Low bid for the project is from C. William Hetzer in the amount of \$5.2 Million.
2. **Out to Bid.** Advertised two contracts for bids this week:
 - o Tree Planting Program for a two-year period. Phase 1 this Fall will be Forest Conservation Act-funded to plant approximately 400 trees. Phase 2 will be next year to plant trees for Stormwater Program.
 - o BMX Lighting Improvements
3. **Haven Road Safe Routes to School.** Completed a walk-thru to develop a punch list of items and sent it to the contractor. We expect this project to be completed in the next week or so, except that grass will need to be established later this year.
4. **Walnut Towers.** We have developed a plan to address the concerns for the Walnut Street crossing and will send it to the Hagerstown Housing Authority director for comments before proceeding.
5. **Tourist Attraction Corridor Signs.** Reviewed locations of the Tourist Attraction Corridor signs that State Highway is expected to install in about a month. These will direct drivers from the interstate to several locations in the City such as the Visitor Center, Maryland Theater, City Park, Washington County Museum of Fine Arts, Municipal Stadium and Discovery Station.
6. **Inspector.** We welcome Andrew Jarvis as our new Inspector. Andrew worked for Triad for five years.
7. **Bill Breichner.** We are saddened to hear of the passing of Bill who, among many other responsibilities with the City, was on our Board of Traffic & Parking for six years.

8. **Engineering Statistics**

Traffic issues		
Description	Week of 8/9/20	Calendar Year 2020 TOTALS
Traffic complaints received	3	74
Work Orders completed	0	48
Traffic counts completed	2	17
Construction Projects		
Description	Week of 8/9/20	Calendar Year 2020 TOTALS
Projects advertised for bids	2	11
RFP's Advertised	0	4
Projects under construction	5	6
Projects completed	0	2

PARKS DIVISION

1. **NEW – 2020 Summer Concert Series Extended.** Due to popular demand, we have added three additional concerts to our City Park Summer Concert Series! In partnership with the Washington County Arts Council, here is the line-up for August/September:
 - Saturday, August 22nd 6 p.m. Take Two Variety Band, Variety Music (Aug. 23rd rain date)
 - Saturday, August 29th 6 p.m. Dave Winter Group, Jazz/Oldies (Aug. 30th rain date)
 - Sunday, September 20th 6 p.m. David Paul, Fingerstyle Guitarist (no rain date)
2. **Movies.** We have two movies coming up this month AND we added a movie the evening of September 19th in lieu of Fall Fest as we will not be able to have Fall Fest this year:
 - Friday, August 14th Avengers Endgame (Aug 18th rain date)
 - Friday, August 22nd The Lion King (Aug 25th rain date)
 - Saturday, Sept 19th TBA
3. **Archaeology Camp at Kiwanis Park.** We had seven children enrolled in the July 27th weeklong program, photos attached.



4. **Rec Programs.**
 - Archaeology Exploration at Kiwanis, Saturdays 9 a.m. – 1 p.m.
 - Tai Chi at Pangborn Park, 6-7 p.m.
 - Virtual Gymnastics, Sundays at 2 p.m.
 - Pop-Up Skate Park, Mondays 5:30-6:30 p.m. Covenant Church along the Dual Highway
 - Aqua Zumba Saturdays & Sundays at 9 a.m., Potterfield Pool
 - Aqua Bands and Aqua Yoga, Mondays & Tuesdays at 6:15 p.m., Potterfield Pool

5. **Golf/Pool Stats.**

Golf Course	8/6/19–8/12/19	8/6/20- 8/12/20
# of Golfers	475	661
Total Revenue	\$8,776.75	\$12,995

Pool	8/6/19–8/12/19	8/6/20–8/12/20
Admission total	1,146	851
Admissions Fees	\$3,353	\$2,779

6. **Park Upgrades.**

- Park Benches. To enhance the new interpretive area at the Hager House, we installed three park benches.
- Hager Park. We completed installing a new electric service to separate the house from the park.

PLANNING & CODE ADMINISTRATION

Zoning Certificates Issued:

- 48 East Franklin Street – Jay’s Barber Lounge – barber shop.

Planning Commission: The Planning Commission reviewed these matters on August 12:

- Workshop: 217-237 East Franklin Street – Dollar General Proposed Site Reconfiguration.
- Workshop: Proposed Bank Pad Site at South End Shopping Center.
- Saylor House at Kiwanis Park – Landmark Overlay District – recommended approval of the Landmark Overlay District to the Mayor and City Council.

Weekly Activity Report: July 27 – August 7, 2020

PERMITS								
TYPE	NUMBER OF NEW APPLICATIONS							NUMBER ISSUED
		Residential -		Commercial -		Other -		
Building	17	14	2	1				24
Electric	26	19	6	1				26
Plumbing	13	10	3	0				14
Mechanical	19	12	7	0				17
Engineering Dept.	6							12
TOTAL	81	55	18	2				93

Est. Value of Issued Building Permit Projects:	FY21 Fiscal Year Totals:
Residential	\$ 1,304,234.00
Commercial	\$ 20,651,035.00
Apartment	\$ 194,500.00
Sign	\$ 10,950.00
TOTAL	\$ 22,160,719.00

Projects of Interest

- Construct single-family home at 17405 Fitzhugh Court - \$105,000
- Interior renovations to create office spaces at 820 Florida Avenue - \$2,300,000
- Tenant fit-out for commercial distilling operation at 54 South Potomac Street - \$100,000
- Construct a new segmental retaining wall - \$147,000
- Tenant fit-out for Karate Studio at 367 East Franklin Street - \$75,000
- Construct single-family home at 17434 Fitzhugh Court - \$105,000

RENTAL LICENSING PROGRAM YEAR: JULY 1, 2020 – JUNE 30, 2021		
	PROPERTIES	UNITS
Registrations received week of July 27 – Aug 7	369	870
New applications issued week of July 27 – Aug 7	0	0
Total 2020-2021 registered (includes additions and subtractions since 6/8/20)	2,760	6,709
Percentage of rental license renewals that have registered for the 2020-2021 license year	71.3%	69.0%
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	\$ 64,875.00	
Weekly adjustment/credits	\$ 1,350.00	
INSPECTIONS		
TYPE	NUMBER CONDUCTED	
Building	89	
Electrical	76	
Plumbing	57	
Mechanical	16	
Safety	99	
Neighborhood Vitality	51	
Quality of Life	1	
Preventive Maintenance	3	
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:	1,469	Field Interviews:	5
Arrests/Warrants Served:	19	Moving Violations:	50
Domestic Violence Calls:	34	Safety Repair Orders:	2
DUI Arrests:	2	Warnings:	43
Reports Filed:	135		

REPORTS

08/06/20: Officers Nichols and Batistig were monitoring traffic in a marked patrol vehicle on South Burhans Boulevard. Officer Batistig clocked a Subaru station wagon traveling 38 miles per hours in a posted 25 speed limit. The vehicle was pulled over and advised for the reason for the traffic stop. The driver stated he did not have his license with him. Officer Nichols had dispatch check the license status of the driver and discovered his driver's license had been suspended. The officer advised the driver that his vehicle would need to be towed. The driver received a warning for the speeding and a written citation for the suspended license.

08/07/20: Officer Cramer responded to the McDonald's restaurant located on Garland Groh Boulevard for a report of a female trying to use a counterfeit bill. The manager of the restaurant told the officer that the female is a local homeless individual that visits the restaurant on a regular basis and has not caused any problems. However, on this date she attempted to pay for her food with a counterfeit \$20 bill. The female in question stated that she received the \$20 from a random stranger and had no idea it was fake. The counterfeit bill was placed into evidence at HPD. No further details are available at this time.

08/08/20: Officer Z. Rowe was dispatched to Hamilton Boulevard for a report of damage to property. The caller stated that he is watching his son's property while his son is out of town. While checking the property the caller noticed that his son's truck had a broken and cracked windshield that wasn't there the previous day. The estimated damage is \$500. Photos were taken of the damage to the vehicle. There is no suspect at this time.

08/09/20: Officer Deavers was working the Watch Center when she received a call from the manager of the Family Farm and Home store in the Long Meadow Shopping Center. The caller stated that he wanted to report that a BNM (brand) red utility trailer had been stolen from his store's property. The trailer is valued at \$1,300. The trailer had been secured to the property by an aircraft cable that was found to have been cut. There was also a coupler lock on the hitch that was not located. The store does have a video system and the officer will review footage for possible suspects. The trailer was entered into NCIC as stolen.

08/11/20: Officer Kittoe was dispatched to AC&T on Garland Groh Boulevard for a disorderly conduct. Employees advised that a customer was yelling and threatening staff because they refused to give him matches. He felt he was treated unfairly and this resulted in a verbal altercation. While in route, Dispatch advised the suspect had left the scene and was walking towards Walmart. The officer observed a white male matching the description given by Dispatch. The officer made contact with the suspect and he refused to speak with the officer and just stated, "I don't care, I don't care". After approximately 15 minutes of trying to speak with the disorderly male, and making no progress, the officer placed him under arrest for obstructing and hindering a police investigation. No further details are available.

OTHER NEWS/INFORMATION

Scheduled Applicant Interviews: The Hagerstown Police Department scheduled the police applicant interviews for Wednesday, August 12, 2020 at HPD. The interviewing process is the second phase of the police officer hiring process. There were nine applicants scheduled for interviews on this date. We wish them much success as they continue through the hiring process steps.

PUBLIC WORKS

CHART NO. 1 – GENERAL PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	140	NA
	University District Deck	230	NA
Number of Student Permits	Central, Market, Rochester Lots	15	NA
Number of Patrons Using Decks	A & E Deck	602	NA
	University District Deck	867	NA
Number of Citations Issued (Includes Warnings)		443	NA
Late Payment Notifications		NA	NA
Peak Occupancy (%)	A & E Deck	38% Thu @ 4 PM	NA
Peak Occupancy (%)	University District Deck	43% Wed @ 2 PM	NA

CHART NO. 2 – A&E PARKING DECK WEEKLY OCCUPANCY

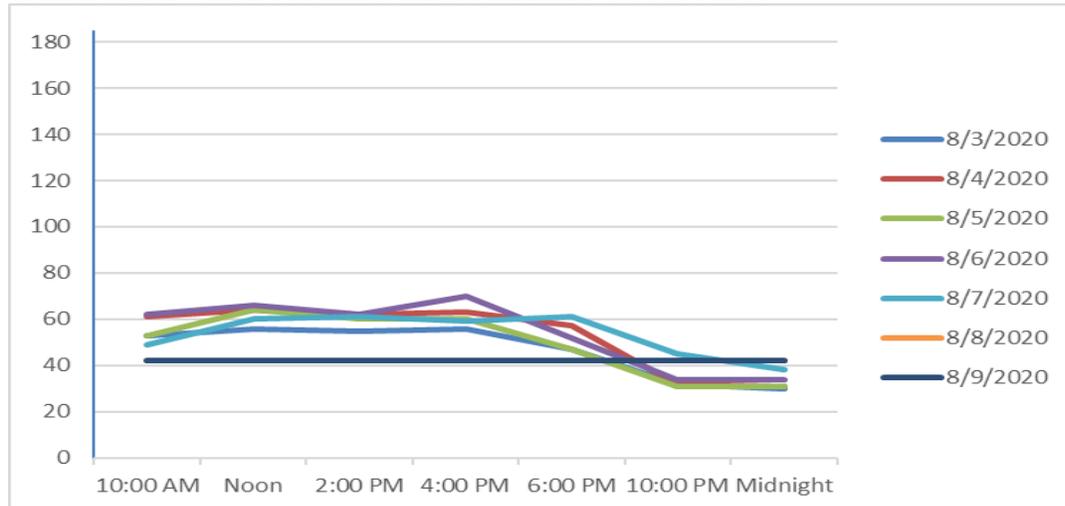
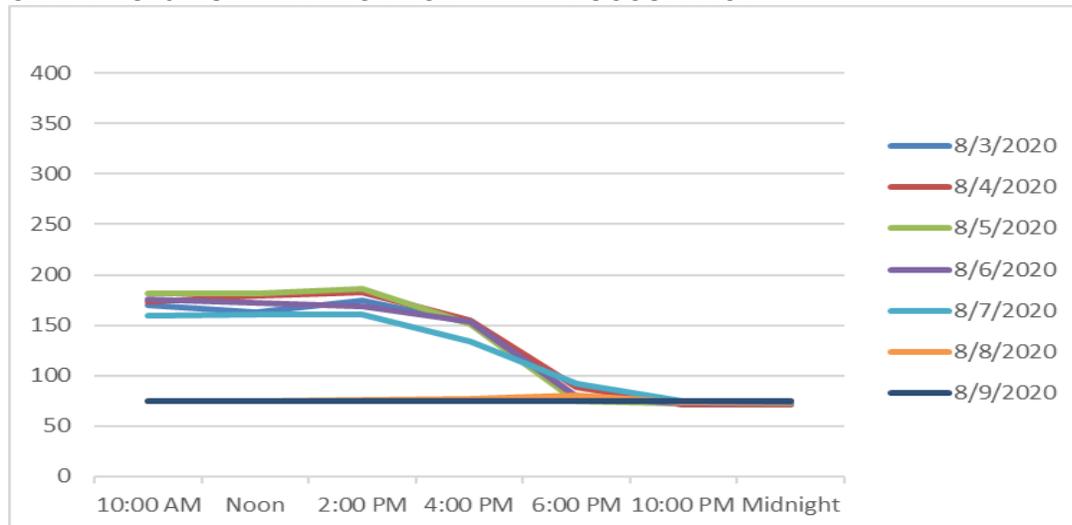


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	1	0
Fire	0	1
Human Resources	1	0
Light	1	2
Parks & Engineering	6	1
Police	10	3
Public Works	5	3
Wastewater	0	2
Water	1	3
Weekly Totals	25	15
Yearly Total	726	

AFTER HOUR CALL BACKS

Tuesday, August 4, 2020 @ 3:05 PM: A number of limbs had fallen from a dead tree blocking the 100 block of Hillcrest Avenue. An employee was called in to push the limbs off the street using a backhoe. The resident is responsible for the final cleanup of the limbs.

Saturday, August 8, 2020 @ 1:15 PM: A couch had been dumped and was blocking the sidewalk at the intersection of Franklin Street and Cannon Avenue. The couch had been set in a way to expose the bottom to traffic where the message "Welcome to the Slum" had been spray painted. We received several notices to remove the couch. Staff was brought in and the couch removed.

CURBSIDE PARKING. Signs were installed for curbside parking on August 12th and 13th. They are included in this weekly report to get the word out on this important economic aid to the businesses downtown. DCED did a great job of getting signs made and Parking staff installed the signs at their direction. Below is one of the signs that will mark 20 parking spaces throughout the downtown.



UTILITIES DEPARTMENT

ELECTRIC DIVISION

Service Calls

- Mon. 8/10 - 304 Wakefield Road. Reconnection of service following emergency repairs by electrician. Time Out: 15.3-16.3
- Tues. 8/11 - 133-135 Summit Avenue. Reconnection of service following repairs by an electrician. Time Out: 15.9-17.7
- Wed. 8/12 - South Potomac Street and Howard Street. Pole damage; vehicle struck a utility pole in accident. The pole belonged to Verizon and no damages to HLD facilities were found. Time Out: 19.5-20.2

Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- The Staff Engineer completed wiring of a relay test station in the HLD SCADA control room for programming of HLD protective relays.
- The Engineering Designer performed site visits and construction support on various jobs on the HLD system.
- Engineering staff began the process of collecting Arc Resistant clothing orders for HLD employees who are required to wear these types of garments during their work day.
- The Staff Engineer awarded bids for stock materials to the successful vendors.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, August 5, 2020	5.02	0.00
Thursday, August 6, 2020	5.34	0.30
Friday, August 7, 2020	5.53	0.10
Saturday, August 8, 2020	5.08	0.00
Sunday, August 9, 2020	4.91	0.00
Monday, Aug 10, 2020	4.95	0.00
Tuesday, August 11, 2020	4.95	0.00
Weekly – Avg. Flow / Total Rainfall	5.11	0.40
Aug – Avg. Flow/Total Rainfall	4.65	2.54

- Troubleshooting of SCADA in BNR. Losing communications between PLC-3 to PLC-1.
- Replaced faulty outside light fixtures.
- Fabricated steel stand for new MagOx equipment.
- Replaced control board on Siemens Hydro-Ranger that controls 6M & 7M pumps.
- Replaced existing polymer pipe and fittings that were leaking.
- Routine MVP Plant Work orders & Corrective Work orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	#9	343'	393'	16
Flushing	#6	5,612'		

Collection System Maintenance Tasks

- Replaced 33' of 8" main on Sunnyside Drive due to root intrusions at 3 points on the main.
- Installed 26' of SDR 35 pipe for new lateral at 1120 Kuhn Avenue for contractor working with student trade foundation.
- Began investigation of 31 locations to determine if connected to City of Hagerstown sewer, to include CCTV, dye testing.
- Backup, 612 Sunset Avenue, cleared blockage in mainline.
- Backup, 330 Dual Highway, problem on the private side.
- Grinder pump, 11305 Eastwood Drive, pulled and replaced pump and pressure tube.
- Worked with Avista (SCADA) to update and correct communication issues.
- 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	0	0	0	0	4	6
YTD 2020	30	57	11	0	1	87	186

Engineering

- Review of Site Plan Drawings.
- Review of Consolidated General Services Area boundaries with City staff.
- Gathered information regarding inquiries to sewer service.
- Review of field changes for projects under construction.

WATER DIVISION

Plant Flows – System Demand (MGD)

Date	Willson	Breichner	Total
08/06/20	11.78		11.78
08/07/20	10.19		10.19
08/08/20	9.99		9.99
08/09/20	10.18		10.18
08/10/20	11.24		11.24
08/11/20	11.71		11.71
08/12/20	11.27		11.27
Average			10.90

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 2.10 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.
- Crews installed new services at Rosehill and Rosewood developments.
- Crews are continuing work on Iroquois Avenue.
- Crews are continuing work in the airport area performing tank and system maintenance.

Laboratory

- Process and regulatory testing were routine for the week.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	3	1
Preliminary Plats	-	-
Final Plats	1	-
Replat	-	-
Grading Plan	-	-
Development Plan	-	-
Building Permits	26	3

- Review of Site Plan Drawings that came in.



Respectfully submitted,

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

Scott A. Nicewarner
City Administrator