

# CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 42 FOR 2020



October 23, 2020

To Mayor Bruchey and Members of the City Council:

<b>UPCOMING MEETINGS</b>
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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>.

## OCTOBER 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	5	6 2pm Wheaton Park Mural Dedication  3pm Executive Session  4pm Work Session	7	8 4pm Board of Traffic & Parking Meeting  4:30pm Hagerstown Historic District Commission Meeting	9	10
11	12	13 3pm Executive Session  4pm 110 <sup>th</sup> Special Session  4:10pm Work Session	14 4pm Hagerstown Planning Commission Meeting	15	16	17
18	19	20 4pm 111 <sup>th</sup> Special Session  4:05pm Work Session	21 7pm Board of Zoning Appeals Meeting	22 4:30pm Hagerstown Historic District Commission Meeting	23	24
25	26	27 7pm Regular Session	28 7pm Hagerstown Planning Commission Meeting	29	30	31

## COMMUNICATIONS

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

- Hagerstown Approves City Park Holiday Lights Installation
- Hagerstown to Sell Old Pumper Engine
- Hagerstown Approves Elizabeth Hager Center Rental Space Agreement
- Washington County School Board Vacancy Panel Meeting on Friday
- BEACON House Celebrates New Location
- Fatal Shooting Victim Found on Henry Avenue Identified as Waynesboro, PA Man
- Washington County Gets Conditional Loan to Help with Wesel Blvd. Improvements
- World-Class Croquet Tourney Set for Pangborn Park
- Washington County Voter Registration Tops 100K
- Gatherings a 'Great Concern' with Recent Burst of COVID Cases in Washington County
- Hagerstown to Consider Removing Some Parking Meters
- Wesel Boulevard to be New Home of Amazon Fulfillment Center

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

- Mayor & City Council Special & Work Sessions
- Economic Development Marketing Video Meeting
- "Hub Bub" Video Podcast recording

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

- Mayor & City Council Meeting
- "Utility Payment Plans" :30 Spot
- PayByPhone YouTube Video
- "PayByPhone" Introduction Video
- "Washington County Heroes" Face Covering Campaign Videos
- "Hub Bub" Video Podcast
- Symptoms of COVID-19 Informational Video
- Stormwater Program Informational Video
- MTA Commuter Connection

### **City Website:**

- [www.hagerstownmd.org](http://www.hagerstownmd.org) attracted 10,769 user visits for the week of October 12-18, 2020.
- The most popular top entrances (the first page users accessed on the website):
  - Home Page 2,272
  - Utility Billing Page 942
  - Hager House Page 407
  - Police Page 241
  - Collection-Schedules-Zones Page 231
  - Parks & Recreation Page 135
  - Bids Page 134
  - Downtown Events Page 128
  - Fairgrounds Park Page 124
  - Trick-or-Treat Page 115
- Top Searches:
  - "True"
  - "Halloween"
  - "Jobs"
  - "When should I set out trash/recycling/yard waste for collection?"
  - "City wide trick-or-treat"

## DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

### Business Development Update:

- City staff met with Congressman David Trone on Thursday for a tour of City Center. Community partners from Washington County Government, the Chamber, and Greater Hagerstown accompanied us to The Maryland Theatre, Cannon Coffee, The Dog House, and Carmen's Corner. The group shared with Congressman Trone the effect of COVID-19 on downtown businesses; that investment and start-up/entrepreneurship in downtown continues throughout the pandemic; and the resiliency and adaptations of downtown businesses such as curbside pickup, carry-out zones and other creative solutions.
- This week is the 10<sup>th</sup> year of celebrating Economic Development Week in Maryland (October 19–23). A proclamation was presented at Tuesday's Mayor & Council Work Session. All businesses are invited to stop by Public Square on Friday, October 23 between 1–3 p.m. as Ryan Smetzer/96.7 Live will emcee a Business Appreciation Celebration hosted by DBD.
- The Economic Development team participated in the following this week: Hospitality and Tourism Roundtable; Fort Detrick Alliance Board Meeting; and the Weekly Business Recovery Partners Team.

**Events:** Go Over the Edge for Boys & Girls Club Kids will be Saturday, October 24 from 9 a.m. to 5 p.m. Participants raise donations for the opportunity to rappel down the Alexander House. Those afraid of heights can donate to their favorite "Edger's" rappel. The City logistics team coordinated with the Boys & Girls Club representatives to review details of this unique event.

## INFORMATION TECHNOLOGY

Our IT team has recently upgraded our VX-Rail virtual environment to the latest software version, and has been working to prepare that environment for the inclusion of our new MUNIS financial software (which is scheduled to be upgraded in early 2021). To that end, IT has also successfully added our VX-Rail rail environment to the network DMZ (demilitarized zone), which is basically a network "subnet" for our outward, internet facing services (in this case, our MUNIS client-facing applications – where citizens can sign on and pay their utility bills online – as well as many other functions). This provides an extra layer of IT security, for if applications or services held within the DMZ would somehow become compromised (due to a data security or other IT-related security incident), the rest of the City's network could be protected (as IT components within the DMZ are isolated from the rest of the network).

## PARKS & ENGINEERING DEPARTMENT

### ENGINEERING DIVISION

1. **Wesel Boulevard Update.** C. William Hetzer continued with the portion of the roadway reconstruction between Noland Company and Burhans Boulevard. The cement stabilization of the subsoils in this area was completed on Thursday, and stone and base layers of asphalt pavement have been installed on the north side of the road between Noland Company and the Lowe's Distribution Center. While through traffic is still prohibited, motorists and trucks wanting to reach the businesses in this area are being permitted to drive on the new pavement. Hetzer will continue placing stone and base asphalt pavement toward Burhans Boulevard and will then switch to work on the south side of the roadway.

2. **Pangborn Park Lake.** The silt is all removed and the wall construction has commenced.



3. **New Photo Murals.** The photos on the Lee Street section of the Cultural Trail were recently replaced. The new photos are the winners of the recent "Photo Marathon" sponsored by the Museum of Fine Arts



4. **Hagerstown Fiber.** Microtrenching is being completed on Monet Drive and Pangborn Boulevard as part of the new fiber installation throughout the City.



5. **Engineering Statistics**

Description	Week of 10/18/20	Calendar Year 2020 TOTALS
Traffic complaints received	2	109
Work Orders completed	2	67
Traffic counts completed	1	26
Construction Projects		
Description	Week of 10/18/20	Calendar Year 2020 TOTALS
Projects advertised for bids	0	13
RFP's Advertised	0	6
Projects under construction	7	8
Projects completed	0	2

**PARKS DIVISION**

1. **Tree Program.** We held the pre-construction meeting that included the ACWA representative. We are coordinating the planting of 60 trees at Kiwanis Park by the ACWA volunteers on November 6<sup>th</sup> and 30 street trees in west end on four separate streets by the same group. The preliminary tree planting plans for four City parks are complete (City Park, Pangborn Park, Hager Park, and Fairground Park) and are being reviewed. We hope to be able to allow the contractor to order approximately 350 trees next week for those parks.
2. **Hager House and City Park Walking Ghost Tours.** Join us for Outdoor Walking Ghost Tours on October 23<sup>rd</sup> & 24<sup>th</sup>, 7–10 p.m.
3. **Building Maintenance.** While making repairs to the roof of the West End Little League concession/press box, we found that the entire roof needs replaced. A specialized skill, our in-house crew will replace the 1,200 sq. ft. rubber roof as soon as the material is available. Also, we made repairs to the rubber roofs at the American Little League (Hager Park) and National Little League (Staley Park).
4. **Potterfield Pool.** Since the pool season is now over, we removed the climbing wall and canopies to store for the winter. We also made some minor repairs to the diving board and the lane dividers
5. **Golf Stats**

Golf Course	10/15/19–10/21/19	10/15/20- 10/21/20
# of Golfers	199	424
Total Revenue (golf, merch, concessions, rentals)	\$3,309	\$8,473

6. **Fire Damage.** On Saturday night, October 17<sup>th</sup>, the East Pavilion at Pangborn Park was burned, resulting in damage to two picnic tables, one trash can, and a portion of the roof. Electric to the pavilion was also damaged. Estimated cost to repair and/or replace everything is \$10,000. The cause of the fire was determined to be unknown, but likely due to misuse of the adjacent grill or illegal fire.

**PLANNING & CODE ADMINISTRATION**

**Board of Zoning Appeals:** The BZA heard one case on October 21.

- 543 Security Road – Peoples Gospel Tabernacle of Hagerstown – granted a special exception for a religious facility; and variances to reduce the minimum lot size for a religious facility to 9,583 square feet, reduce the front setback along Security Road to one foot, and reduce the front setback along Fridinger Avenue to 22 feet.

**Planning Commission:** The Planning Commission will continue discussions of the Land Management Code Package of Amendments 2021.

**Weekly Activity Report:** October 12–16, 2020

<b>PERMITS</b>								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	8	Residential -	5	Commercial -	2	Other -	1	6
Electric	24	Residential -	20	Commercial -	4	Other -	0	20
Plumbing	17	Residential -	14	Commercial -	1	Other -	2	16
Mechanical	6	Residential -	3	Commercial -	3	Other -	0	9
Engineering Dept.	6							6
<b>TOTAL</b>	61		42		1		3	57
					0			

<b>Est. Value of Issued Building Permit Projects:</b>		<b>FY21 Fiscal Year Totals:</b>
Residential	\$ 12,500.00	\$ 4,810,402.00
Commercial	\$ 11,000.00	\$ 50,062,011.00
Apartment	\$ 50,000.00	\$ 352,550.00
Sign	\$ 1,425.00	\$ 47,942.00
<b>TOTAL</b>	<b>\$ 74,925.00</b>	<b>\$ 55,272,905.00</b>
<b>Projects of Interest</b>		
- Relocate kitchen and enlarge bathrooms in four units at 216 North Cannon Avenue - \$50,000		
<b>RENTAL LICENSING PROGRAM YEAR: JULY 1, 2020 – JUNE 30, 2021</b>		
	<b>PROPERTIES</b>	<b>UNITS</b>
Registrations received week of Oct 12 – Oct 16	12	19
New applications issued week of Oct 12 – Oct 16	1	1
Total 2020-2021 registered (includes additions and subtractions since 6/8/20)	3,413	8,930
Percentage of rental license renewals that have registered for the 2020-2021 license year	88.1%	91.9%
<b>Notes:</b> The 2020-2021 rental license renewals for 9,722 units in 3,872 properties were mailed on June 9, 2020.		
<b>PAYMENT</b>		
Weekly payment received	\$ 1,425	
Weekly adjustment/credits	\$ 975	
<b>INSPECTIONS</b>		
<b>TYPE</b>	<b>NUMBER CONDUCTED</b>	
Building	86	
Electrical	46	
Plumbing	36	
Mechanical	14	
Safety	40	
Neighborhood Vitality	75	
Quality of Life	2	
Preventive Maintenance	42	
Planning & Zoning	3	
<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:	1,441	Field Interviews:	9
Arrests/Warrants Served:	12	Moving Violations:	20
Domestic Violence Calls:	26	Safety Repair Orders:	2
DUI Arrests:	0	Warnings:	36
Reports Filed:	120		

### REPORTS

**10/15/20:** Officer K. Hill made contact with a victim who stated that someone had stolen a package from her front porch. It is believed the package was stolen sometime between 11:30 a.m. and 12:45 p.m. on this day. The victim received notification from FedEx that her package had been delivered to her residence at 11:30 a.m. A neighbor advised she observed a male on the porch of the victim just before the victim opened the door to retrieve the package. However, it is not confirmed that the male actually took the package. The officer will check the cameras in the area to see if the incident was captured on video. The package contents was valued at \$300.

**10/16/20:** Officer Williamson and other officers from HPD were dispatched to Salsa Mama in Public Square for a reported disorderly conduct disturbance. The caller advised there was an intoxicated male touching other patron's food and was refusing to leave the area. The officers arrived and gave verbal commands to the male that he needed to leave the property due his actions. The male began to argue and displayed a non-compliant behavior. The officers told the male he was under arrest but the male refused to place his arms behind his back. The male was transported to Central Booking. It should be noted when the officer arrived at Central Booking the male refused to exit the vehicle. Deputies from the Washington County Detention Center needed to come outside and assist the officer. No further details are available.

**10/17/20:** Officer Kittoe was dispatched to Monet Drive for a parking complaint. Dispatch advised the vehicle was parked on the roadway, making it difficult for road construction workers to do their job. Upon arrival Officer Kittoe observed a vehicle with Maryland registration parked in a posted "No Parking Zone". Officer Kittoe made several attempts to contact the registered owner but was unsuccessful. The vehicle was subsequently towed by Reliable Towing.

**10/18/20:** Officer K. Hill made contact with a victim that stated his vehicle had been stolen. The vehicle was parked in front of his residence on Woodlands Run. The victim stated he believed he secured his vehicle for the night. He further stated that he is new to the area and has no idea who may have stolen the vehicle. His vehicle is described as a 2001 tan Chevrolet Suburban with black tape on the passenger side mirror. The value of the vehicle is estimated to be \$4,000. There are no suspect/suspects at this time.

**10/21/20:** Officer Culp was conducting a special check at St Mary's School located on West Washington Street when he noticed some spray paint graffiti on the back of one sign and also on the brick wall of the church. The pastor of the church stated the damage occurred sometime during the night. He stated he would pull the video footage from their exterior security cameras to see if the incident was captured on film. The video showed two juveniles on bicycles and one is observed spray painting the sign, however the quality of the video was not clear enough to identify the juveniles. The paint rubbed off from the sign but the brick wall will need to be scrubbed and treated. No further information is available at this time.

### OTHER NEWS/INFORMATION

**HPD Gives Back to the Community.** Once again HPD will be holding **No Shave November** (which HPD holds during the months of November, December and January) for the whole Department as a way to raise money for some worthy causes. The Union will select the three charities to which the monies will be donated. The donation to participate is \$30 per month and must be given to your shift sergeants *before* you will be eligible to participate. For the females and civilian staff wishing to participate, mustache pins are available to be worn during the three months of the event.

The rules are as follows:

1. Those wishing to participate will provide a \$30 entrance fee.
2. Beards or Goatees must be maintained neat and trimmed.
3. No neck hair.
4. Female officers may wear mustache pins.
5. The Union will decide where the money will be donated.

6. Supervisors will ensure that participants maintain the desired appearance as mentioned in points 2 and 3.
7. The three No Shave months will be November, December, and January.

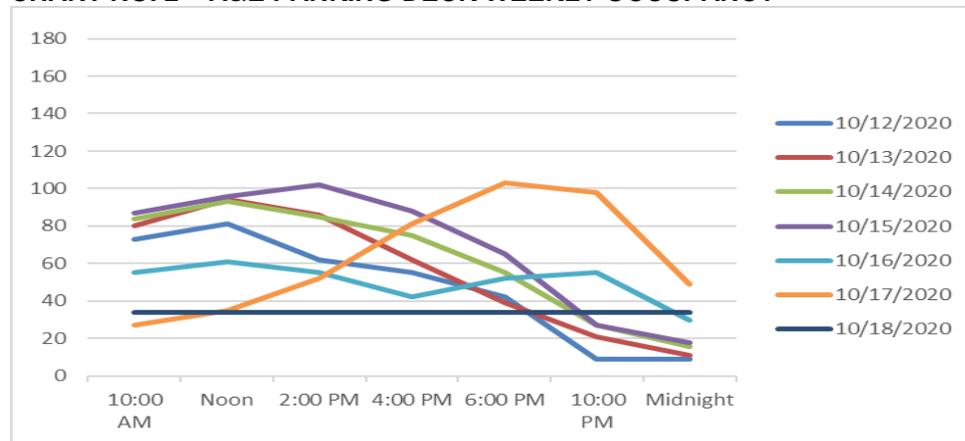
Hopefully, many officers, supervisors and civilians will participate in this worthy event.

**PUBLIC WORKS**

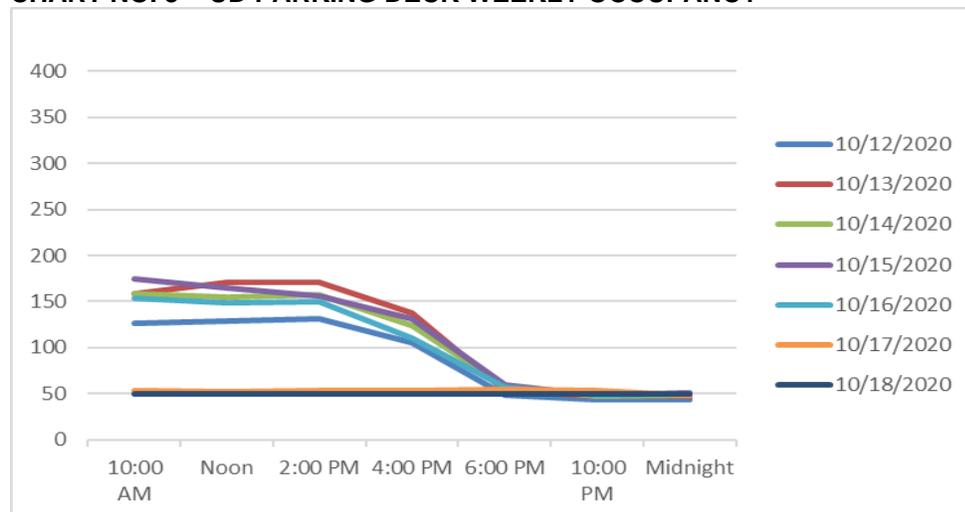
**CHART NO. 1 – GENERAL PARKING SYSTEM DATA**

		Current Week	Previous Week
<b>Number of Permit Holders</b>	A & E Deck	156	156
	University District Deck	198	198
<b>Number of Student Permits</b>	Central, Market, Rochester Lots	27	27
<b>Number of Patrons Using Decks</b>	A & E Deck	1211	1181
	University District Deck	950	1024
<b>Number of Citations Issued</b>	(Includes Warnings)	194	283
<b>Late Payment Notifications</b>		26	16
<b>Peak Occupancy (%)</b>	A & E Deck	56% Sat @ 6 AM	63% Fri @ Noon
<b>Peak Occupancy (%)</b>	University District Deck	40% Thu @ 10 AM	37% Thu @ 10 AM

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



**CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY**



**CENTRAL MAINTENANCE GARAGE REPAIR DATA**

	<b>Current Week</b>	<b>Previous Week</b>
<b>DCED</b>	0	1
<b>Fire</b>	3	2
<b>Human Resources</b>	0	0
<b>Light</b>	0	1
<b>Parks &amp; Engineering</b>	6	1
<b>Police</b>	10	1
<b>Public Works</b>	10	10
<b>Wastewater</b>	3	1
<b>Water</b>	2	3
<b>Weekly Totals</b>	34	20
<b>Yearly Total</b>	987	

**AFTER HOUR CALL BACKS**

Thursday, October 15, 2020 @ 7:44 p.m.: Traffic signal at Franklin Street and Cannon Avenue reported to be on flash. Staff responded to investigate and set the signal back into operation.

Friday, October 16, 2020 @ 8:35 p.m.: Traffic signal at Franklin Street and Cannon Avenue again reported to be on flash. Staff found a conflict with the Opticom receiver in the system. Signals were reset and placed back into operation.

**UTILITIES DEPARTMENT**

**ELECTRIC DIVISION**

**Service Calls**

- Mon. 10/19 - 1102 Hamilton Boulevard: Blinking lights; the service was disconnected for the electrician to make emergency repairs to meter socket. Time Out: 15.0-17.7
- Tues. 10/20 - 654 North Prospect Street: Reconnected service and installed six new meters following completion of electrical work. Time Out: 15.1-15.7
- Wed. 10/21 - Various locations: Scheduled overtime of street light patrol for malfunctioning and broken streetlights. Time Out: 19.2-21.7

**Engineering**

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- Engineering staff provided designs to HLD Distribution for construction activities.
- The Staff Engineer reviewed and awarded bids for materials used in the construction and maintenance of the HLD electric system.
- Engineering staff continued work for new HLD facilities to serve industrial development along Wesel Boulevard.

**WASTEWATER DIVISION**

**Wastewater Treatment Plant at Frederick Street**

<b>Date</b>	<b>Flow (mgd)</b>	<b>Rainfall (inches)</b>
Wednesday, October 14, 2020	5.03	0.00
Thursday, October 15, 2020	4.85	0.00
Friday, October 16, 2020	4.80	0.00
Saturday, October 17, 2020	4.59	0.00
Sunday, October 18, 2020	4.72	0.00
Monday, October 19, 2020	4.52	0.00
Tuesday, October 20, 2020	4.61	0.00
Weekly – Avg. Flow/Total Rainfall	4.73	0.00
Oct - Avg. Flow/Total Rainfall	4.77	1.01

**Miscellaneous**

- Installed Chevron packing in 6M & 7M pumps.
- Replaced ultrasonic sensor on Parkson Filter 7- Module 9.
- Drained down DAFT, cleaned thickener well and performed maintenance.
- Connected piping, aligned motor and wired #3 Nitrified Recycle Pump. Met factory rep and performed startup.
- Routine MVP Plant Work orders & Corrective Work orders.

**Wastewater Collection**

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	#6	297.1'	267.0'	11
Flushing	#8	3,665'		

**Collection System Maintenance Tasks**

- Quarterly cleaning of all collection system trouble spots.
- Pump Station #9: cleaned out wet well, preparing for the upgrade.
- Sewer Backup, 1052 Brinker Avenue, problem on the private side.
- Sewer Backup, 635 Pennsylvania Avenue, problem on the private side.
- Sewer Backup, 904 Dewey Avenue, problem on the private side.
- Sewer Backup, 812 Dale Street, problem on the private side.
- Grinder Pump call, 1613 Woodlands Run, replaced both pumps.
- Grinder Pump call, 1621 Woodlands Run, reset smart switch.
- Returned to CCTV lateral for owner at 1120 Glenwood Drive, problem on private side.
- Eldridge Drive project:
  - Monday: Mobilized supplies and equipment to jobsite.
  - Tuesday: Core-drilled 10" hole into existing manhole #10130, excavated and installed 40.5' of 8" Pipe.
  - Wednesday: Excavated and installed 93' of 8" Pipe.
  - Thursday: encountered rock, excavated and installed 67.5' of 8" Pipe, cleaned up jobsite.
  - Friday: Hauled in more stone to continue project next week.
- 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	0	2	0	1	0	5	8
<b>YTD 2020</b>	<b>45</b>	<b>72</b>	<b>15</b>	<b>1</b>	<b>1</b>	<b>110</b>	<b>244</b>

**Engineering**

- Review of Site Development and City Permit Drawings.
- Gathering information for service inquiries.
- Updating GIS databases completed with water projects.
- Ongoing Construction Inspection of ongoing water projects.

**WATER DIVISION**

**Plant Flows – System Demand (MGD)**

Date	Willson	Breichner	Total
10/15/20	10.63		10.63
10/16/20	10.24		10.24
10/17/20	9.83		9.83
10/18/20	10.04		10.04
10/19/20	10.34		10.34
10/20/20	10.50		10.50
10/21/20	10.62		10.62
Average			10.31

**Water Production at R. C. Willson & Pump Station Distribution**

- Staff worked on facility maintenance and routine preventative maintenance.

**Water Production at Breichner / Edgemont Reservoir.**

The Edgemont Reservoir pool elevation is currently at 3.63 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**

- Crews performed customer service work and new meter installations as needed.
- Crews continue to replace residential meters throughout the water service area.
- Crews are continuing work in the airport area performing tank and system maintenance.
- Crews repaired a fire hydrant line at Pangborn Park.
- Crews repaired an 8" water main on Pennsylvania Avenue.

**Laboratory**

- Process and regulatory testing were routine for the week.

**Engineering**

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	-	-
Preliminary Plats	-	-
Final Plats	-	-
Replat	-	-
Grading Plan	-	-
Development Plan	-	-
Building Permits	7	3

- Updating GIS mapping with completed projects
- Construction inspection of on-going construction projects
- Teleconference and internal meeting to discuss the ongoing AWIA compliance
- Review of Site Plan and City Permit Drawings



Respectfully submitted,

Scott A. Nicewarner  
City Administrator