

CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 43 FOR 2020



October 30, 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>.

<h2 style="margin: 0;">NOVEMBER 2020</h2> <p style="margin: 0; font-size: small;">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</p>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 ELECTION DAY No M&C Meeting	4 7pm Hagerstown Planning Commission Meeting	5	6	7
8	9	10 4pm Work Session	11 HOLIDAY CITY OFFICES CLOSED	12 4pm Board of Traffic & Parking Meeting 4:30pm Hagerstown Historic District Commission Meeting	13	14
15	16	17 7pm Regular Session	18 7pm Hagerstown Board of Zoning Appeals Meeting	19	20	21
22	23 New Elected Officials To Be Sworn In (Time/Location T.B.D.)	24 4pm Inaugural Work Session for Newly Elected Officials	25	26 HOLIDAY CITY OFFICES CLOSED	27 HOLIDAY CITY OFFICES CLOSED	28
29	30					

COMMUNICATIONS

This Week's Headlines & Media Releases:

- 22 Apply for Top Washington County Job
- Council Considers Sale of Condemned Hagerstown Building for Redevelopment
- Part of South Potomac Street to Close Saturday for Fundraiser
- Hagerstown Considers Community Event Sponsorships

- Trick-or-Treat from Your Backseat – Drive Through Fairgrounds Park for a Safe Candy Haul
- Florida Avenue to be Closed Monday
- Drug, Alcohol Recovery Event Slated for Wednesday in Downtown Hagerstown
- Washington County Voters Battle Long Lines as Early Voting Kicks Off
- Expect Traffic Congestion Thursday on Cannon Avenue
- Hagerstown City Councilmember Condemns Local Official's Social Media Post
- Hammond Street to be Closed Wednesday Evening
- Press Release: Drive Through Trick-or-Treat
- Traffic Advisory: South Potomac Street
- Traffic Advisory: Radcliffe Avenue
- Traffic Advisory: Florida Avenue
- Traffic Advisory: Hammond Street
- Traffic Advisory: Cannon Avenue

This Week's Video Projects

- Mayor & City Council Regular Session
- Professional Blvd. Bridge Drone Footage
- Graff Dummy Wheaton Park Mural Video Post Production
- Maryland Theatre COVID-19 Protocols/Operations Video Discussion

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 attracted 10,514 user visits for the week of October 19-25, 2020.
- The most popular top entrances (the first page users accessed on the website):
 - Home Page 2,256
 - Utility Billing Page 1,023
 - Calendar Page 335
 - Trick-or-Treat Page 321
 - Police Page 242
 - Hager House Page 224
 - Downtown Events Page 146
 - Fairgrounds Park Page 135
 - Bids Page 127
 - Meet the City Council Page 124
- Top Searches:
 - "True"
 - "Jobs"
 - "Trick or treat"
 - "Map"
 - "Halloween"

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

HYAC. The Hagerstown Youth Advisory Council (HYAC) met on Thursday, October 29th. The Council worked with City Engineer Rodney Tissue to discuss upcoming community projects. Last week, members of HYAC assisted City staff with selecting the annual Christmas tree for City Center.

Business Development Update. The Economic Development team participated in a Main Street meeting with Comptroller Franchot and his staff for a sneak peak of the Shop Maryland campaign for the upcoming holiday season.

Events. Staff is working on details for the City Center Tree Lighting event. Please mark your calendars and save the date ~ Monday, November 23 at 5 p.m.

PARKS & ENGINEERING DEPARTMENT

ENGINEERING DIVISION

1. **Tree Program.** With assistance from Bob Schwartz of the Department of Natural Resources Parks Division staff, we prepared drawings of four City parks to show proposed tree planting locations of 424 trees using FCA funds. The contractor will use these for the Winter planting. We also assisted the Antietam Conococheague Watershed Alliance group to coordinate the planting of 30 street trees in west-end and 60 trees in Kiwanis Park.
2. **Bike Safe Play Court.** The Washington County Health Department will hold the ribbon cutting ceremony for the new Bike Safe Play Court at YMCA on Thursday, November 5th at 1 p.m.



3. **Engineering Statistics**

Description	Week of 10/25/20	Calendar Year 2020 TOTALS
Traffic complaints received	1	110
Work Orders completed	0	67
Traffic counts completed	1	27
Construction Projects		
Description	Week of 10/25/20	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. **Building Maintenance.** Due to deterioration, the roof on the West End Little League concession stand/press box needs replaced. We repaired the water-damaged areas and will replace the roof next week. At Pangborn Park, we started repairing the pavilion roof that was damaged by fire last week.
2. **Drive-Through Trick-or-Treat at Fairgrounds Park.** There were over 500 tickets sold and 1,261 children will be safely secure inside their vehicles to participate in our first-ever Drive Through Trick-or-Treat at Fairgrounds Park. The event will be held from 5-9 p.m. with 17 vendors handing out candy, plus wandering entertainment.

3. **Fit Room.** See Fit Room report attached with upcoming classes for November. Please note, the October 29th Flying Fitness class will be rescheduled due to conflict with Drive Through Halloween Trick-or-Treat.
4. **NRPA Annual Conference.** Rec staff are virtually attending the Annual National Parks and Recreation Conference to learn the latest trends and information about Parks & Recreation. The virtual conference is October 27–29, 2020.
5. **Golf Stats.**

Golf Course	10/22/19–10/28/19	10/22/20- 10/28/20
# of Golfers	249	379
Total Revenue (golf, merch, concessions, rentals)	\$3,934	\$7,089

6. **Dog Park.** We re-seeded both dog parks at Fairgrounds Park as well as several bare areas in City Park. The water fountains were also upgraded with new plumbing.

PLANNING & CODE ADMINISTRATION

Zoning Certificates Issued:

- 1481 Salem Avenue, Suite 4 – Sassy Studios – hair salon.
- K&C Motors – 644 Frederick Street – automobile repair.

Historic District Commission: The HDC met on October 22. The commission voted to approve an application filed by Steven Skene for a wood fence at 801 Hamilton Boulevard.

Board of Zoning Appeals: The BZA will hear two cases on November 18:

- 543 Security Road – Peoples Gospel Tabernacle of Hagerstown – variance to reduce the front setback along Fridinger Avenue to 13 feet. This is an amendment to the case heard last month due to a measuring/drafting error discovered after the hearing.
- 1039 The Terrace – Conner Peterson – variance to install a fence in the front yard along West Irvin Avenue.

Planning Commission: The Planning Commission concluded its review of the Land Management Code Package of Amendments for 2020. A public review meeting will be scheduled for December 9.

Weekly Activity Report: October 19–23, 2020

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	13	Residential -	10	Commercial -	2	Other -	1	7
Electric	15	Residential -	10	Commercial -	5	Other -	0	18
Plumbing	11	Residential -	6	Commercial -	3	Other -	2	11
Mechanical	5	Residential -	3	Commercial -	2	Other -	0	3
Engineering Dept.	7							3
TOTAL	51		29		12		3	42
Est. Value of Issued Building Permit Projects:					FY21 Fiscal Year Totals:			
Residential				\$ 627,863.00				\$ 5,438,265.00
Commercial				\$ 738,800.00				\$ 50,800,811.00
Apartment				\$ 50,000.00				\$ 402,550.00
Sign				\$ 4,500.00				\$ 52,442.00
TOTAL				\$ 74,925.00				\$ 56,694,068.00

Projects of Interest

- Renovations to existing food conveyor at 1200 Frederick Street - \$560,800
- Repair and replace secondary egress at 228-230 Summit Avenue - \$50,000
- New commercial shell building for future tenant at 1739 Dual Highway - \$125,000
- New single-family home at 12607 Chambliss Drive - \$105,000
- New single-family home at 1745 Meridian Dive - \$120,000
- Installation of low-e ceiling over old insulation in arena at 580 Security Road - \$53,000

RENTAL LICENSING PROGRAM YEAR: JULY 1, 2020 – JUNE 30, 2021

	PROPERTIES	UNITS
Registrations received week of Oct 19 – Oct 23	26	34
New applications issued week of Oct 19 – Oct 23	2	2
Total 2020-2021 registered (includes additions and subtractions since 6/8/20)	3,439	8,964
Percentage of rental license renewals that have registered for the 2020-2021 license year	88.8%	92.2%

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	\$ 1,950
Weekly adjustment/credits	\$ 75

INSPECTIONS

TYPE	NUMBER CONDUCTED
Building	62
Electrical	63
Plumbing	39
Mechanical	14
Safety	90
Neighborhood Vitality	130
Quality of Life	3
Preventive Maintenance	67
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:	1,445	Field Interviews:	14
Arrests/Warrants Served:	9	Moving Violations:	9
Domestic Violence Calls:	28	Safety Repair Orders:	1
DUI Arrests:	0	Warnings:	44
Reports Filed:	117		

REPORTS

10/22/20: Officer Wertz was dispatched to Virginia Avenue for a report of a male assaulting a female that was pushing a stroller. The officer located the couple in an alleyway near Summit Avenue. The male in question started to walk away from the officer and was commanded to stop. He stopped but refused to give his name or cooperate in any way. The officer stated to the male that he was hampering the investigation and would be placed under arrest if he did not cooperate. He did not comply and the officer attempted to place the male under arrest but he resisted. The male was transported to Central Booking to be charged with Assault 2nd Degree and other related charges. It should be noted the male later apologized for not cooperating with the police. No further details.

10/23/20: Officer Cramer responded to Bethel Avenue for a reported sexual assault. The victim stated that 30 minutes prior to the officer's arrival, a black male offered her a ride to Byers Stop N Go convenience store. She accepted the ride and entered his vehicle. The male however did not stop at Byers Stop N Go but rather traveled to an empty parking lot on Sherman Avenue. The male locked the doors to the vehicle and sexually assaulted the victim. The victim describes the male as an older African-American who she knows only by his street name. After the assault she called 911. The victim refused a safe kit through Meritus Medical Center. No further details are available.

10/24/20: Officer Repp was dispatched to Court 8 of Noland Village for a vehicle that was reported as being parked in the same spot for an extended period of time. The officer noticed much debris around the parked vehicle. The driver's side front door was unlocked. The officer checked to see if anything of value was inside, however nothing was found. Dispatch ran the tag number in an attempt to locate the owner. The officer retrieved the owner's name and phone number however, the owner did not respond to his calls. The Ford Bronco was towed and a hold was placed on the vehicle for the registered owner.

10/25/20: Officer Brady responded to Dollar General located on Potomac Avenue for a robbery in progress. Dispatch advised the male suspect displayed a handgun and stole money from the cash register. The employees describe the suspect as a white male in his early 30's, wearing a black hooded sweatshirt, plain black baseball cap, a mask, and jeans. The suspect approached the employee at the cash register, displayed his handgun and demanded all the \$20 bills from the register. The employee handed the US currency to the suspect and he fled toward Northern Avenue. HPD officers checked the area but were unable to locate the suspect. No further details are available at this time.

10/26/20: Officer Miscannon was dispatched to Clean and Bright Laundry Mat on Maryland Avenue for a report of a burglary. The owner of the business advised the suspect came into the laundry mat through the ceiling. One of the ceiling tiles was broken and laying on the floor. The office door was kicked in and the keys for the machines were removed. The soda vending machine and the soap vending machine were both broken into. The officer discovered a hole in the bathroom wall as well. The security camera captured the incident on film but the suspect wore a mask and gloves and the officer was unable to tell the gender or race of the suspect. No further details are available at this time.

10/27/20: Officer Routzahn responded to Belview Avenue for a theft in progress. The victim advised she was inside her home watching TV when her camera system picked up motion in her driveway. The victim ran outside and saw a male open her driver's door and get inside. A friend chased the male on foot toward Park Avenue. The male dropped his cell phone and the friend picked it up and gave to the police. The only item taken from the vehicle was a medication bottle. The dropped cell phone by the suspect turned out to be stolen. The officer was able to locate the owner of the phone and returned it to them. The suspect was not located.

PUBLIC WORKS

CHART NO. 1 – GENERAL PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	158	156
	University District Deck	198	198
Number of Student Permits	Central, Market, Rochester Lots	27	27
Number of Patrons Using Decks	A & E Deck	1426	1211
	University District Deck	998	950
Number of Citations Issued	(Includes Warnings)	211	194
Late Payment Notifications			26
Peak Occupancy (%)	A & E Deck	78%	56%
		Sat @ 6 PM	Sat @ 6 PM
Peak Occupancy (%)	University District Deck	41%	40%
		Thu @ 10 AM	Thu @ 10 AM

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

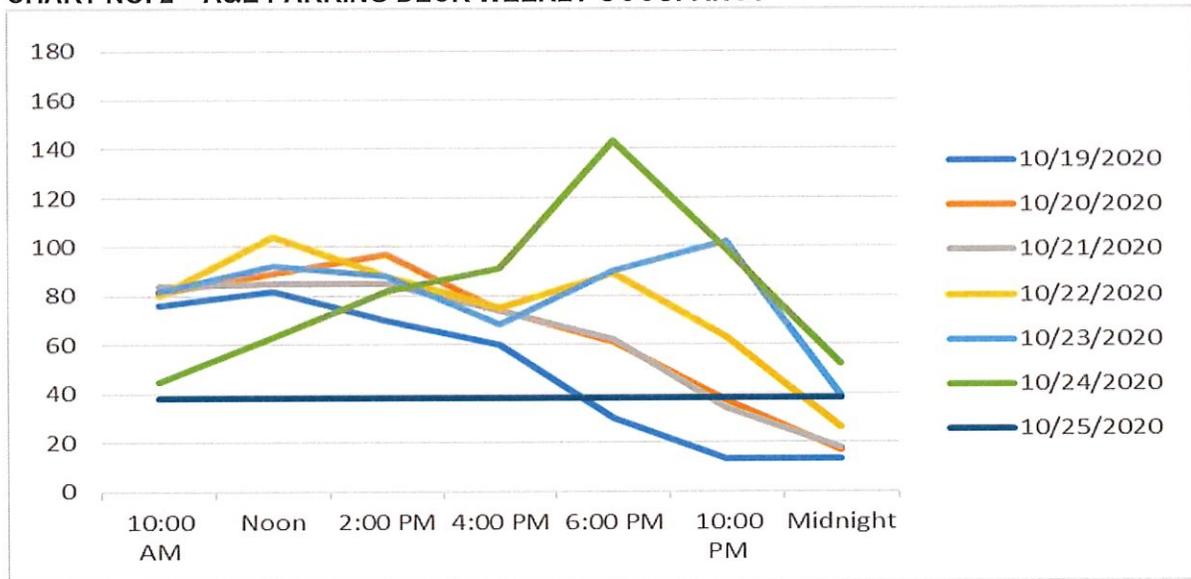
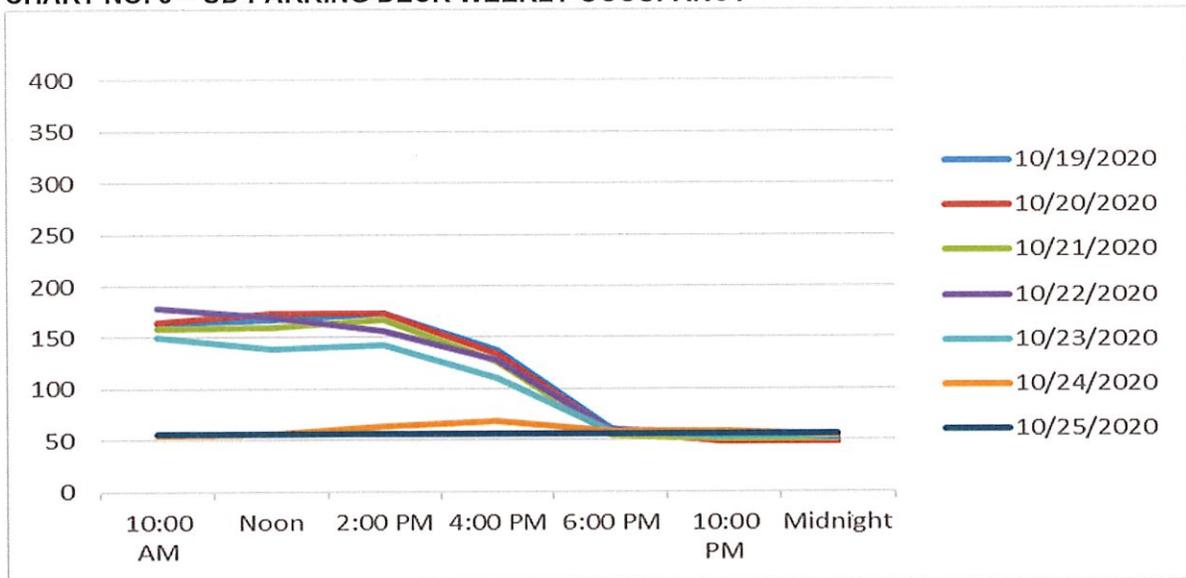


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	0
Fire	3	3
Human Resources	0	0
Light	3	0
Parks & Engineering	2	6
Police	8	10
Public Works	6	10
Wastewater	2	3
Water	2	2
Weekly Totals	26	34
Yearly Total	1013	

AFTER HOUR CALL BACKS. There were no after hour call backs during this week.

EVENTS

- Staff provided some traffic control devices and street posting for the Over The Edge event held on Saturday, October 24, 2020 in the Public Square at the Alexander House. The outdoor dining on South Potomac Street is finished for the season, therefore, the postings and traffic control devices (barricades, signs, etc.) have been removed.
- Only a few scheduled events remain for the year. The Vietnam War Memorial Ceremony on Walnut Street and the Veteran's Day ceremony on Summit Avenue are both scheduled for Wednesday, November 11th. The Tree Lighting in Public Square is scheduled for Monday, November 23rd and the City Park Lighting is scheduled for Friday, December 4th. Public Works will provide some street postings and traffic control devices for these events.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Service Calls

- Thur. 10/22 - 125 East Baltimore Street: Partial outage; squirrel caused transformer and line fuses to operate. Time Out: 16.1-17.2
- Fri. 10/23 - 232 South Mulberry Street: Total outage; a 50KVA transformer failed. Time Out: 5.4-7.5
- Sun. 10/25 - 426 Belview Avenue: Total outage; a squirrel caused a 10T transformer fuse to operate. Time Out: 14.3-15.4
 - West Franklin Street and Prospect Avenue: Pole damage; street light pole #29 struck in vehicle accident. Time Out: 23.3-0.2
- Mon. 10/26 - 238 Merrbaugh Drive: Total outage; no issues with HLD facilities were found. Time Out: 16.7-17.1

Distribution

- Several ride-outs have taken place between Point Broadband and companies that either own or are attached to the utility poles.
- Staff conducted an in-depth training module in grounding for OSHA compliance.

Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.

- Engineering staff staked an overhead temporary line extension to provide service to a new construction project.
- The Staff Engineer reviewed and awarded bids for materials used in the construction and maintenance of the HLD electric system.
- The Staff Engineer completed the preliminary design for the extension of HLD underground electric facilities along Wesel Boulevard.
- Engineering staff coordinated bi-annual HLD line operations vehicle testing and inspections as well as coordinated any repairs.
- Engineering staff responded to multiple inquiries regarding ongoing project in the HLD territory.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, October 21, 2020	4.68	0.00
Thursday, October 22, 2020	4.56	0.00
Friday, October 23, 2020	4.47	0.00
Saturday, October 24, 2020	4.38	0.00
Sunday, October 25, 2020	4.54	0.08
Monday, October 26, 2020	4.57	0.00
Tuesday, October 27, 2020	4.65	0.00
Weekly – Avg. Flow / Total Rainfall	4.55	0.08
Oct - Avg. Flow/Total Rainfall	4.71	1.09

Miscellaneous

- Replaced DO probe on OAB basin.
- Cleaned UV bulbs in all three channels.
- Cleaned and calibrated Chemsan and UV analyzers.
- Troubleshoot faulty wiring and controls in the Oxygen Building L -Panel.
- Fabricated openings/doors in grating for sampling purposes.
- Routine MVP Plant Work orders & Corrective Work orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	#2	297	11	267
Flushing	#13	8,590'		

Collection System Maintenance Tasks

- Sewer backup at 812 Dale Street, problem once again on the private side.
- Pump Station #9, continued prepping for SCADA and PLC installation.
- Pump Station #11, installed revised SCADA program into RTU.
- General pump shop repair work.
- Continued Eldridge main installation project. Main line is complete, new manhole set, all that remains next week is to run a 6" lateral to PW property and install their catch basin.

Administration

Wastewater Division – Customer Call Log Summary 2020							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	0	5	1	1	0	4	10
YTD 2020	45	77	16	1	1	110	254

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)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
10/22/20	10.45		10.45
10/23/20	10.35		10.35
10/24/20	9.90		9.90
10/25/20	9.46		9.46
10/26/20	9.96		9.96
10/27/20	10.19		10.19
10/28/20	10.15		10.15
<i>Average</i>			<i>10.07</i>

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 1.87 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 installed a new fire hydrant on Pangborn Boulevard.
- Crews repaired a water main break on Linbar Drive.

Laboratory

- Process and regulatory testing were routine for the week.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	1	1
Preliminary Plats	-	-
Final Plats	-	-
Replat	-	-
Grading Plan	-	-
Development Plan	-	-
Building Permits	10	7

- Review of Site Development and City Permit Drawings
- Updating GIS mapping with completed projects
- Construction Inspection of ongoing projects
- SHA utility permit application for water service
- Review of proposed revisions during construction



Respectfully submitted,

Scott A. Nicewarner
City Administrator

Multiple Facilities

Monthly Calendar For November 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 (ID#69) 5:30p-6:45p Yoga for Weight Loss 8/week series, in person #7249 (ID#69) 7:15p-8:15p Belly Dance Technique & Choreography, in person #7251	3 (ID#69) 8a-5p Election Day (ID#69) 7p-8p Belly Dance Cardio Workout, in person #7252	4 (ID#69) 10a-3p Fed Ex Ground Walk Through Hiring Event (ID#69) 5:30p-6:45p Yoga for Weight Loss 8/week series, in person #7249	5 (ID#69) 6p-7:20p Flying Fitness #7168	6	7 (ID#69) 9a-10a Zumba #7106 (ID#69) 10:15a-11:15a Floating Fitness #7192
8	9 (ID#69) 5:30p-6:45p Yoga for Weight Loss 8/week series, in person #7249 (ID#69) 7:15p-8:15p Belly Dance Technique & Choreography, in person #7251	10 (ID#69) 7p-8p Belly Dance Cardio Workout, in person #7252	11 (ID#69) 5:30p-6:45p Yoga for Weight Loss 8/week series, in person #7249	12 (ID#69) 6p-7p Floating Fitness #7186	13 (ID#69) 6p-8p Aikido Basics Course #7105	14 (ID#69) 9a-10a Zumba #7106 (ID#69) 10:15a-11:35a Flying Fitness #7179
15	16 (ID#69) 5:30p-6:45p Yoga for Weight Loss 8/week series, in person #7249 (ID#69) 7:15p-8:15p Belly Dance Technique & Choreography, in person #7251	17	18 (ID#69) 10a-3p Fed Ex Ground Hiring event (ID#69) 5:30p-6:45p Yoga for Weight Loss 8/week series, in person #7249	19 (ID#69) 6p-7:20p Flying Fitness #7169	20	21
22	23 (ID#69) 7:15p-8:15p Belly Dance Technique & Choreography, in person #7251	24	25	26	27	28
29	30 (ID#69) 7:15p-8:15p Belly Dance Technique & Choreography, in person #7251					