

CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 44 FOR 2020



November 6, 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>.

NOVEMBER 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 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:

- City of Hagerstown to Acquire Property for Urban Improvement Project
- Tri-State Voters Willing to Stand in Rain to Cast Their Ballot
- Families Drive Through Fairgrounds Park for Treats
- Hagerstown Considers Community Event Sponsorships

- Hagerstown to Submit Applications for \$2.55M in State Grants
- Hubs Cook Up Overtime Victory Over Rebels
- Washington County Starting Restaurant Relief Program
- Marylanders Cast Election Day Votes on the State Budget Process, Sports Betting
- Presidency Hinges on Tight Races in Battleground States
- Keller Leads Mayoral Race, Burnett Leads for Hagerstown City Council
- Press Release: Hagerstown eCycles Day

This Week’s Video Projects

- Maryland Theatre COVID-19 Protocols/Operations Video Scripting

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 12,941 user visits for the week of October 26 – November 1, 2020.

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

• Home Page	2,405
• Calendar Page	1,892
• Utility Billing Page	1,109
• Trick-or-Treat Page	1,027
• Civic Alerts Page	398
• Election Page	259
• Downtown Events Page	220
• Police Page	202
• Meet the City Council Page	158
• Firefighters Page	157

- Top Searches:

- “Trick or treat”
- “Halloween”
- “City wide trick-or-treat”
- “Pay my bill”
- “City-wide trick-or-treat”

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

Neighborhoods 1st: The Neighborhoods 1st Leadership Team met on Wednesday to discuss community and neighborhood concerns and upcoming events.

Business Development Update:

- DCED promoted the Rise Up Restaurant Relief Program on social media, email distribution lists, website and through business visits on Tuesday. The grant portal went live on Wednesday at 8 a.m. This is part of the Governor Hogan’s announcement of State relief to restaurants and will be administered by Washington County Department of Business Development. DCED staff is here to support City businesses through navigating challenges. For additional information and application visit www.washcorises.net.

- DCED delivered an Invest Hagerstown City-Wide Grant this week for the Penny Mart in the amount of \$25,000. Penny Mart is located at 167 South Potomac Street.

Events: Staff is assisting with the following events:

- Veteran’s Day wreath-laying events at the Circuit Courthouse at 11 a.m. and the Vietnam War Veterans’ Ceremony at 6 p.m. (181 South Walnut Street)
- City Center Tree Lighting | Monday, November 23 | 5–6 p.m.: Enjoy hot chocolate (first 50 are free), holiday music, Santa and the official lighting of the tree!
- 12 Days of Holidays Contest! Follow the DCED Facebook page for a chance to win a gift card to one of the downtown restaurants. Twelve separate contests on 12 days. Answer each day’s question for your chance to win. The fun begins on November 23rd!

PARKS & ENGINEERING DEPARTMENT

ENGINEERING DIVISION

- 2020-2021 Tree Program.**
 - Staff is selecting 353 trees at the nursery in Berryville, Virginia, for Tree Order #1 by contractor. Contractor is expected to start planting these trees in four parks in next few weeks.
 - A second order for about 150 more trees will be in a week or two.
 - ACWA volunteers will plant 68 trees at Kiwanis park on Friday Nov 6th
 - ACWA volunteers will plant 31 street trees on Bryan Place and Westside Avenue next week
 - Our contract plus ACWA trees will mean approximately 600 trees planted this year.
 - We are working with DNR to determine acceptable tree canopies for the trees we are planting to meet the FCA fund goal.
- Locust Street at Fairground Avenue.** The consultant completed study of this traffic signal and found that it is not warranted, so instead of repairing the recently damaged signal pole, we are considering removing it entirely. This will be reviewed with Board of Traffic Parking in December.
- Electronic Recycling and Paper Shredding.** The annual event at the Stadium will be held this Saturday from 10 a.m. – 2 p.m. for City residents.
- Engineering Statistics**

Description	Week of 11/1/20	Calendar Year 2020 TOTALS
Traffic complaints received	2	112
Work Orders completed	0	67
Traffic counts completed	1	28
Construction Projects		
Description	Week of 11/1/20	Calendar Year 2020 TOTALS
Projects advertised for bids	0	13
RFP’s Advertised	1	7
Projects under construction	8	9
Projects completed	0	2

PARKS DIVISION

- City Park Christmas Display.** Christmas display work has started at City Park; we are installing conduit, pole bases, controllers and electrical equipment. We are also re-lighting the Key Street Pavilion.
- Building Maintenance.** Work continues on replacing the rubber roof of the West End Little League concession/press box at Hellane Park.

3. **Pool Operations.**

- Amy Riley, Mark Haddock, and Rodney reviewed their “Certified Pool Operator” certifications this week.
- Staff will be bringing forth a recommendation on pool management for 2021 and beyond at the City Council meeting this month.

4. **Golf Stats**

Golf Course	10/29/19–11/4/19	10/29/20- 11/4/20
# of Golfers	128	131
Total Revenue (golf, merch, concessions, rentals)	\$2,043	\$2,393

PLANNING & CODE ADMINISTRATION

Zoning Certificates Issued:

- 1481 Salem Avenue, Suite 4 – Sassy Studios – hair salon.

New Development Cases:

- 609 Dual Highway – Washco Hagerstown Shopping Center, LLC – minor site plan for an off-premises sign.

Historic District Commission: The HDC will be considering these cases on November 12:

- 151 South Potomac Street – Hub City Bubbles, LLC – alterations.
- 1036 The Terrace – Stephen Gabrielse – roof replacement.

Planning Commission: The Planning Commission met on November 4 to consider a site plan for the new Engine 202 pavilion at the Hagerstown City Park Railroad Museum. The commission voted to approve the site plan.

Weekly Activity Report: October 26–30, 2020

PERMITS								
TYPE	NUMBER OF NEW APPLICATIONS							NUMBER ISSUED
Building	2	Residential -	0	Commercial -	1	Other -	1	10
Electric	6	Residential -	3	Commercial -	3	Other -	0	4
Plumbing	4	Residential -	3	Commercial -	1	Other -	0	5
Mechanical	11	Residential -	10	Commercial -	1	Other -	0	12
Engineering Dept.	6							7
TOTAL	29		16		6		1	38
<u>Est. Value of Issued Building Permit Projects:</u>					<u>FY21 Fiscal Year Totals:</u>			
Residential	\$ 771,070.00				\$ 6,209,335.00			
Commercial	\$ 233,300.00				\$ 51,034,111.00			
Apartment	\$ 0.00				\$ 402,550.00			
Sign	\$ 0.00				\$ 52,442.00			
TOTAL	\$ 1,004,370.00				\$ 57,698,438.00			
<u>Projects of Interest</u>								
- Pre-engineered steel building for storage at 1011 McCauley Court - \$145,000								
- Construction of single-family home at 348 Dayspring Lane - \$225,000								
- Renovation to enclose space for packaging room at 560 Western Maryland Parkway - \$75,000								
- Construct three single-family homes in Hager’s Crossing - \$315,000								

RENTAL LICENSING PROGRAM YEAR: JULY 1, 2020 – JUNE 30, 2021		
	PROPERTIES	UNITS
Registrations received week of Oct 26 – Oct 30	14	42
New applications issued week of Oct 26 – Oct 30	2	2
Total 2020-2021 registered (includes additions and subtractions since 6/8/20)	3,683	9,270
Percentage of rental license renewals that have registered for the 2020-2021 license year	95.1%	95.4%
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	\$ 3,150	
Weekly adjustment/credits	\$ 1,350	
INSPECTIONS		
TYPE	NUMBER CONDUCTED	
Building	79	
Electrical	20	
Plumbing	31	
Mechanical	15	
Safety	23	
Neighborhood Vitality	37	
Quality of Life	3	
Preventive Maintenance	15	
Planning & Zoning	1	
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:	1,388	Field Interviews:	3
Arrests/Warrants Served:	18	Moving Violations:	15
Domestic Violence Calls:	31	Safety Repair Orders:	0
DUI Arrests:	1	Traffic Warnings:	31
Reports Filed:	113		

REPORTS

10/29/20: Officer Huff observed a black trailer parked on West First Street and Guilford Avenue without required license plates. The trailer had two flat tires. The officer attempted to locate a VIN on the trailer but could not find one. Officer Huff spoke with neighbors in the area in an effort to locate the owner, but was not successful. The neighbors did advise the trailer had been abandoned for a long time. The officer had the trailer towed due to it being in violation of City Code.

10/30/20: Officer K. Hill made contact with a citizen on Salem Avenue who was reporting a theft from his motor vehicle as well as malicious destruction of property. The victim stated that he recently purchased a 2002 white Dodge Caravan and it currently did not have a valid registration. He advised he was working on the vehicle to get it up and running and then planned to get it registered. Some unknown suspect shattered the driver's side back window, stole the rear tail light, the battery and the catalytic converter. The total cost of the theft and damage combined is estimated at \$500. There are no suspects at this time.

11/01/20: Officer Kittoe responded to an accident in the area of North Cleveland Avenue and Jefferson Street. Dispatch advised a female hit a pole at the intersection and was now parked on Cleveland Avenue. Upon arrival the officer could smell the odor of alcohol. The driver admitted to smoking marijuana but stated she did not drink any alcoholic beverage. The officer stated he was going to conduct a Field Sobriety Test on her to which she agreed. The officer conducted the Horizontal Gaze Nystagmus Test, the Walk and Turn Test, the One Leg Stand Test but then stopped the One Leg Test due to the swaying of her body. She was arrested and transported to HPD. While at HPD she refused the breath test. She was charged with Driving Under the Influence, Driving While Impaired, Driving on Suspended License and other related charges.

11/02/20: A female citizen contacted HPD regarding her daughter's car being vandalized. The 2012 Honda Accord was parked in her driveway on Summit Avenue. It appeared the vehicle had been "keyed" in numerous places on the vehicle. The damage was discovered approximately 9:45 a.m. There is a person of interest but Officer M. Anderson was unsuccessful in locating him. No further information is currently available.

11/03/20: Officer Kimmel responded to Jonathan Street for a disturbance. Upon arrival the officer was flagged down by individuals in the street. At this time the officer observed a male assault one of the individuals. The individuals were in the street looking for a lost set of keys. The suspect sustained a swollen lip, swelling to the face, and a laceration to the wrist. The officer later learned the suspect had been assaulted by three males prior to this incident. The suspect did not want to pursue any charges against the three males. The suspect was transported by EMS to Meritus Medical Center. The victim did not want to press charges on the suspect. No further information is available.

PRESS RELEASES

On 11/1/20 at approximately 3:30 p.m., officers responded to the area of the 300 block of North Mulberry Street for a reported shooting. On arrival officers located the victim, later identified as Jason Tyrone Christie, age 27 of Hagerstown. Christie had been struck twice in the chest. He was transported to Meritus Medical Center where he was later pronounced deceased. Officers and detectives developed a suspect, later identified as James Edward Williams, age 38, also of Hagerstown. The victim and suspect were known to each other. Williams was taken into custody in the Knightsbridge Drive area. A search warrant was executed at 1040 Brinker Drive where the suspect had been staying. Two handguns were recovered, one of which had been reported stolen. Williams is currently being held at the Washington County Detention Center without bond. He is charged with the following: 1st and 2nd Degree Murder, numerous firearms related charges, numerous other charges in relation to the commission of murder.

OTHER NEWS/INFORMATION

Congratulations to Sergeant Batistig and Sergeant Lucas. Effective Monday, November 2, 2020, Officer Jason Batistig and Officer Steven Lucas were promoted to the rank of Sergeant. Sergeant Batistig was transferred from Charlie Platoon to Alpha Platoon. Sergeant Lucas was transferred from Alpha Platoon to Baker Platoon. Both Sergeants will be under the command of Lieutenant Chad Woodring. We wish Sergeants Batistig and Lucas much success in their new position and congratulate them on their promotion.



Sergeant Jason Batistig



Sergeant Steven Lucas

PUBLIC WORKS

CHART NO. 1 – GENERAL PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	102	158
	University District Deck	198	198
Number of Student Permits	Central, Market, Rochester Lots	27	27
Number of Patrons Using Decks	A & E Deck	1154	1426
	University District Deck	936	998
Number of Citations Issued	(Includes Warnings)	204	211
Late Payment Notifications		NA	18
Peak Occupancy (%)	A & E Deck	56% Fri @ Noon	78% Sat @ 6 PM
	University District Deck	41% Wed @ 2 AM	41% Thu @ 10 AM

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

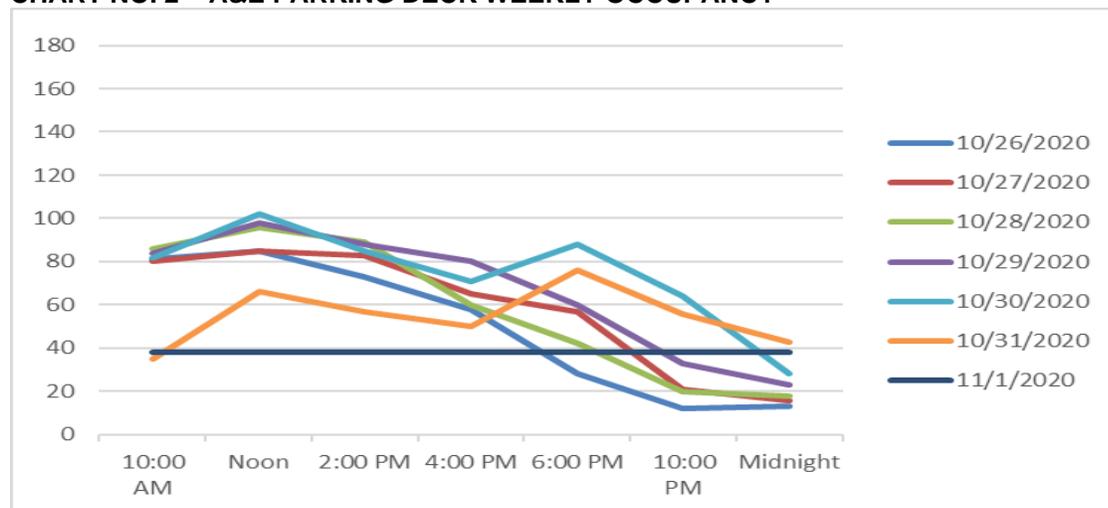
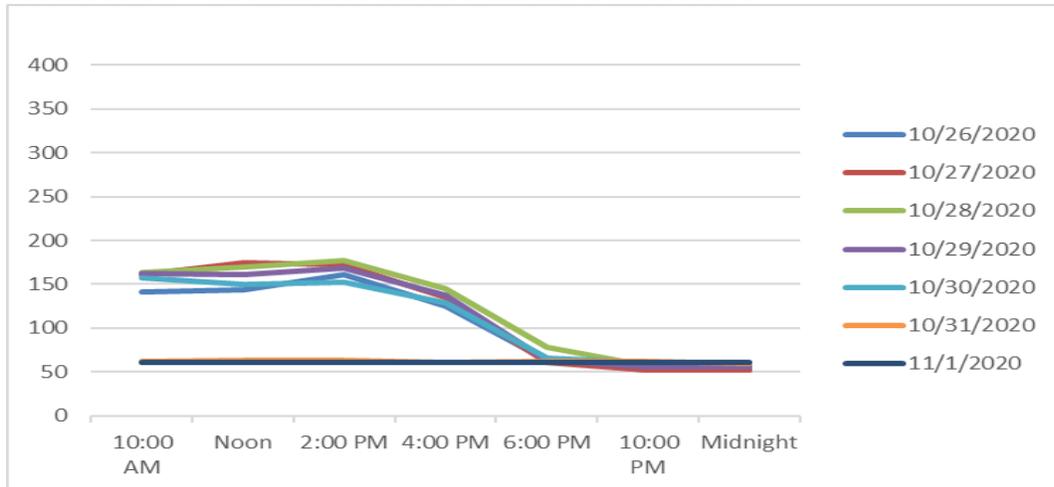


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	0
Fire	4	3
Human Resources	0	0
Light	4	3
Parks & Engineering	2	2
Police	5	8
Public Works	6	6
Wastewater	2	2
Water	7	2
Weekly Totals	30	26
Yearly Total	1043	

AFTER HOUR CALL BACKS

- Friday, October 30, 2020 @ 5:30 PM: A vehicle struck the Hong Kong restaurant at 1075 Virginia Avenue. The damage was minimal and did not appear to pose a threat to the structure. Staff from Code Compliance was contacted to make an assessment of the issue.
- Saturday, October 31, 2020 @ 9:00 PM: Report of debris in the street near the intersection of Alexander Street and West Franklin Street. A small amount of pottery like debris was found and had already been swept to the curb. Street sweepers would be able to clear the debris the following Monday.
- Sunday, November 1, 2020 @ 5:45 PM: Report of a tree in the street in the 1200 block of Maryland Avenue. Staff found a large limb partially blocking the roadway. While staff were on their way in to clear the street, the fire department had been dispatched to investigate. The four firemen that arrived were able to manually pull the limb to the side of the road.

1AFTER HOURS CALL BACK DATA

	Issues for 2020	October	September
Street Issue	Storm drain, debris, tree in street	3	1
Parking System			
Traffic Signal	Signals on flash	2	6
Traffic Signs			
Building Maintenance			
Fleet Maintenance			
Weather Related			
Misc.	Private bldg. struck, lower flags	2	
Total		7	7
Total Call Backs 2020		60	

¹After-hours call out data includes contact with Public Works typically by Washington County Emergency Management. The issues can vary from debris in the street (tree or tree limbs, glass, etc.), traffic signal operations (signal goes into flash operation), traffic signs (call outs are usually only for STOP or YIELD signs), parking system issues (gates at either deck malfunction, equipment malfunctions, etc) to fleet maintenance issues. Field personnel may or may not be contacted depending upon the issue.

STREET SWEEPING DATA

Month 2020	Number of Miles of Streets Swept
January	630
February	1024
March	1274
April	927
May	1066
June	906
July	898
August	974
September	869
October	915
Total Miles Swept for 2020	9,483

BULK TRASH COLLECTIONS

Month 2020	Number of Collections
January	21
February	26
March	25
April	10
May	32
June	73
July	60
August	39
September	40
October	43
Total Bulk Trash Collections for 2020	369

PROPERTY ABATEMENTS COMPLETED

Month for 2020	Number of Property Abatements
January	13
February	4
March	4
April	11
May	50
June	103
July	79
August	92
September	42
October	18
Total Abatements by PW for 2020	416

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Thur. 10/29 - 1359 Salem Avenue. Total outage; a transformer lighting arrestor failed.
Time Out: 22.2-23.8

- Sun. 11/1 - 139 High Street. Total outage; a squirrel caused a line fuse to operate. Time Out: 14.6-15.4
- 1023 Spruce Street. Lines arcing; tree branches were trimmed and removed from service wires. Time Out: 20.7-21.4
- Mon. 11/2 - 1425 Glenwood Avenue. Partial power; the connectors were replaced at the utility pole. Time Out: 17.5-18.4
- Staff will begin to deliver disconnect notifications this week as the end of the COVID-19 moratorium will be ending soon.
- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by Engineering staff.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, October 28, 2020	4.63	0.00
Thursday, October 29, 2020	7.33	1.20
Friday, October 30, 2020	5.98	0.06
Saturday, October 31, 2020	5.26	0.00
Sunday, November 1, 2020	5.45	0.02
Monday, November 2, 2020	5.32	0.00
Tuesday, November 3, 2020	5.15	0.00
Weekly – Avg. Flow / Total Rainfall	5.59	1.28
Oct – Avg. Flow/Total Rainfall	4.85	2.35
Nov - Avg. Flow/Total Rainfall	5.31	0.02

- Replaced DO probe and air blast on Train #5.
- Troubleshooting of blower and blower controls and on OAB.
- Cleaned and calibrated Accuvue UV Transmittance Analyzer. Installed new heat tape and insulate piping on air scrubber.
- Routine MVP Plant Work orders & Corrective Work orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	#5/#15	471'	70'	5
Flushing	n/a			

Collection System Maintenance Tasks

- Flushed trouble spots.
- Cleaned wet wells at #2, #15, #23.
- Worked with IoT on SCADA issue at #7, and tested patches to be installed in the other field units.
- General pump shop repair work.
- Met with POSM to go over current issues with aging failing CCTV rig and to discuss plans for new rig and to be able to incorporate GIS software to support our GIS system.
- PS #11, Downloaded revised SCADA/Alan Bradley program.
- PS #15, changed off float.
- General maintenance on heavy equipment.
- Eldridge Drive: Completed all effluent lines, set collection basins for Public Works.

Administration

Wastewater Division – Customer Call Log Summary 2020							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	0	3	0	0	0	3	6
YTD 2020	45	80	16	1	1	113	260

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
10/29/20	9.73		9.73
10/30/20	10.35		10.35
10/31/20	9.90		9.90
11/01/20	9.88		9.88
11/02/20	9.93		9.93
11/03/20	9.93		9.93
11/04/20	10.12		10.12
<i>Average</i>			9.98

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

- Staff worked on facility maintenance and routine preventative maintenance.
- Staff worked on switchgear maintenance at R. C. Willson.
- Staff repaired a generator at R.C. Willson.
- Staff repaired an auto valve on pump #2 at pump station #6.

Water Production at Breichner / Edgemont Reservoir. The Edgemont Reservoir pool elevation is currently at 3.36 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 main break on Homewood Road.
- Crews repaired a main break on Sharpsburg Pike.
- Both the Henson Hortonsphere and Mack Tank were placed back into service.

Laboratory

- Process and regulatory testing were routine for the week.

Engineering

Reviews:	City	County
Site Plans	1	1
Preliminary Plats	-	-
Final Plats	-	-
Replat	-	-
Grading Plan	-	-
Development Plan	-	-
Building Permits	12	6

- Review of site development and City permit drawings.
- Construction inspection of ongoing projects.
- Updating City utility GIS mapping.
- Review and approval of City and County permits.
- Internal discussions and teleconferences regarding the Risk and Resiliency Analysis as part of the AWIA requirements.



Respectfully submitted,

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

Scott A. Nicewarner
City Administrator