

CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 45 FOR 2020



November 13, 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:

- Ceremonies Set to Honor Veterans Wednesday in Washington County
- Election Certification Pushed Back
- New Hagerstown Administration Includes Firsts for City
- WCPS to Return to Distance Learning

- City, County Offices Closed on Veterans Day; City Trash Schedule Unchanged
- Keller Poised to Take Over as Hagerstown Mayor at 'Pivotal Point'
- Press Release: City Veterans Day Observances
- Trash/Recycling/Yard Waste Collection Advisory: Veterans Day
- Traffic Advisory: West Washington Street
- Traffic Advisory: Walnut Street

This Week's Video Projects

- Mayor & City Council Work Session
- New Administration Swearing In Discussion, Planning

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 10,752 user visits for the week of November 2-8, 2020.
- The most popular top entrances (the first page users accessed on the website):
 - Home Page 2,517
 - Utility Billing Page 1,076
 - Election Page 877
 - Civic Alerts Page 510
 - Police Page 211
 - Meet the City Council Page 192
 - Bids Page 137
 - Firefighters Page 116
 - Parks & Recreation Page 102
 - Meet the Mayor Page 82
- Top Searches:
 - "Pay my bill"
 - "True"
 - "Electronics recycling"
 - "2020 holiday pickup schedule"
 - "Down lines"

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

HYAC: The Hagerstown Youth Advisory Council met on Monday to continue to discuss upcoming community projects and goals.

Community Development Update: Below is a list of Community Development items for the month of October:

- Residential Rehabilitation Program Projects in Progress: 15
- Residential Rehabilitation Program Applications Received: 1
- CDBG Program Loan Payments: \$7,559.51
- CDBG Single Family Rehabilitation Loans: Closed on one loan for \$20,000 for a homeowner at W. Howard Street
- Business Revolving Loan Fund Payments: \$5,958.64
- Environmental Reviews Completed: 2
- MHT Reviews Submitted: 2

- Community Development staff received from HUD an approved Request for Release of Funds for CDBG funded Residential Rehabilitation projects (FY 2021-2024)

Business Development Update: Staff received eight Holiday Cheer Grant applications in the first 24 hours of being open. Holiday Cheer ranges from \$300 for single businesses and \$900 for multi-tenant businesses on a first come, first serve basis. Visit this link for more information and to apply <https://www.hagerstownmd.org/1519/Holiday-Cheer-Grant>

The Economic Development team has participated in the following this week:

- First Energy Webinar on foreign direct investment strategies
- Economic Development Coalition meeting

INFORMATION TECHNOLOGY

At the beginning of November, the IT team implemented the NIBRs system (National Incident-Based Reporting) into our suite of applications at HPD. This national system allow officers to capture details on each reported crime incident (including separate offenses within the same incident), such as information on victims, known offenders, property involved in crimes, as well as many other useful markers that help law enforcement officials track patterns, provide useful statistics, and share a common vocabulary of data across local, county, state, and national law enforcement agencies. The FBI has made the nationwide implementation of NIBRs a top priority because it provides more useful statistics to promote constructive discussions, measured planning, and informed policing across multiple law enforcement agencies. By implementing this software tool into production, the City of Hagerstown is now part of this national network of information.

PLANNING & CODE ADMINISTRATION

Weekly Activity Report: November 2-6, 2020

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	5	Residential -	5	Commercial -	0	Other -	0	9
Electric	14	Residential -	8	Commercial -	4	Other -	2	14
Plumbing	15	Residential -	13	Commercial -	2	Other -	0	15
Mechanical	6	Residential -	4	Commercial -	2	Other -	0	7
Engineering Dept.	13							15
TOTAL	53		30		8		2	60
Est. Value of Issued Building Permit Projects:				FY21 Fiscal Year Totals:				
Residential	\$ 359,800.00			\$ 6,569,135.00				
Commercial	\$ 2,792,000.00			\$ 53,826,111.00				
Apartment	\$ 28,200.00			\$ 430,750.00				
Sign	\$ 5,409.00			\$ 57,851.00				
TOTAL	\$ 3,185,409.00			\$ 60,883,847.00				
Projects of Interest								
<ul style="list-style-type: none"> - Interior renovations including commercial kitchen, day programs and offices at 840 Florida Avenue - \$2,700,000 - Construct two single-family homes in Hager's Crossing - \$210,000 - Addition on rear of house at 941 Forest Drive - \$85,000 - Remodel second floor unit at 132 Broadway - \$40,000 								
RENTAL LICENSING PROGRAM YEAR: JULY 1, 2020 – JUNE 30, 2021								
				PROPERTIES		UNITS		
Registrations received week of Nov 2 – Nov 6				16		46		
New applications issued week of Nov 2 – Nov 6				2		3		
Total 2020-2021 registered (includes additions and subtractions since 6/8/20)				3,699		9,316		

Percentage of rental license renewals that have registered for the 2020-2021 license year	95.5%	95.8%
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	\$ 2,925	
Weekly adjustment/credits	\$ 0	
INSPECTIONS		
TYPE	NUMBER CONDUCTED	
Building	79	
Electrical	50	
Plumbing	31	
Mechanical	13	
Safety	22	
Neighborhood Vitality	15	
Quality of Life	6	
Preventive Maintenance	1	
Planning & Zoning	3	
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:	1,386	Field Interviews:	4
Arrests/Warrants Served:	13	Moving Violations:	32
Domestic Violence Calls:	31	Safety Repair Orders:	1
DUI Arrests:	3	Warnings:	31
Reports Filed:	143		

REPORTS

11/05/20: Officer Morris responded to Best Buy on Garland Groh Boulevard for a theft report. The store manager advised that two black males broke into a glass cabinet in the warehouse. This area is a back-storage area only accessible to employees. The two males stole 52 pairs of Apple Air Pro's valued at approximately \$10,244, 7 pair of Apple Air Pod's valued at \$882, and 2 Targus backpacks valued at \$59.98. The officer reviewed the video footage and clearly observed two black males place the items in two Targus backpacks. One male walked out the store while the second male was approached by an employee. The suspect was able to step around the employee and both fled the area. Officer Morris was later contacted by the store manager who advised there had been a series of Best Buy stores with the same two males stealing Apple Air Pods. No further information at this time.

11/06/20: Sergeant Cox was dispatched to North Burhans Boulevard for a reported personal injury accident. The victim stated she was stopped for a red light when her Dodge Caravan was struck from behind by a Honda Civic. The Sergeant spoke with the driver of the Civic who was being treated by the Community Rescue Service. The driver stated she hit the Caravan due to her stopping for a person on a bicycle. The officer questioned her again since the explanation would not have caused her to hit the Caravan. It became apparent to the Sergeant that the driver was displaying signs of intoxication. The driver did state she was taking Vicodin and Nyquil and had been for several days. Through testing it was determined she was not intoxicated due to alcohol. She was charged via several citations and a sober family member responded and transported her home. No further details are available.

11/07/02: Officer Daveler responded to Eat Smart Grill on North Locust Street for a burglary report. The owner stated that when he opened his cash drawer the money was missing. He noticed the surveillance camera was pointed downward and at that point he knew something was wrong and called 911. It became apparent to the victim that the suspect had some knowledge of the store's surveillance system and was able to retrieve the money without it being recorded on the system. The suspect stole \$232 from the cash drawer. No further information is available.

11/08/20: Officer Easley was dispatched to East Franklin Street for a report of a stolen credit card. The victim advised that he went to Walmart Supercenter on Garland Groh Boulevard to use the ATM. He left the store not realizing he left his card in the ATM machine. He stated he was unaware he left his card until his bank called and asked him if he had just used his card for a \$200 transaction. He advised he was at home and did not recently use his credit card. The card was cancelled. The officer reviewed the security camera and observed a female take the card from the ATM machine and walk away with it. HPD will attempt to identify the female on camera. No further details are currently available.

11/10/20: Officer M. Anderson responded to North Locust Street for a report of a burglary. The victim stated she was asleep in her bedroom when she woke up to noises of her child talking. When she opened her eyes, she saw an unknown male standing in her room. She described the suspect as a white male in his 20's and approximately 140 pounds. The victim stated the male was wearing a red hoodie. She yelled at the individual to get out of her house. The male left the house and traveled north on Locust Street. There was nothing missing from the house and no items appeared to have been moved. The officer searched the area but was unsuccessful in locating the male suspect.

OTHER NEWS/INFORMATION:

UPATE - No Shave for Charity. The charities for the "No Shave" donations for the next three months (November, December, January) have been selected:

- **November - John Marsh Cancer Center Endowment Fund.** This fund is used to assist local families who are dealing with financial issues as they receive treatments
- **December - Toys for Tots**
- **January - Brookes House**

Thanks to all who are participating in this worthy event.

Police Cadet Testing. The Hagerstown Police Department will be conducting a Police Cadet written test on Saturday, November 14, 2020 at 9 a.m. Testing will be held at Police Headquarters in the briefing room and space will be limited. The testing will take approximately three hours to complete.

PUBLIC WORKS

CHART NO. 1 – GENERAL PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	101	102
	University District Deck	198	198
Number of Student Permits	Central, Market, Rochester Lots	29	27
Number of Patrons Using Decks	A & E Deck	1112	1154
	University District Deck	932	936
Number of Citations Issued	(Includes Warnings)	252	204
Late Payment Notifications		NA	14
Peak Occupancy (%)	A & E Deck	52%	56%
		Wed @ Noon	Fri @ Noon
Peak Occupancy (%)	University District Deck	38%	41%
		Thu @ 2 PM	Wed @ 2 PM

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

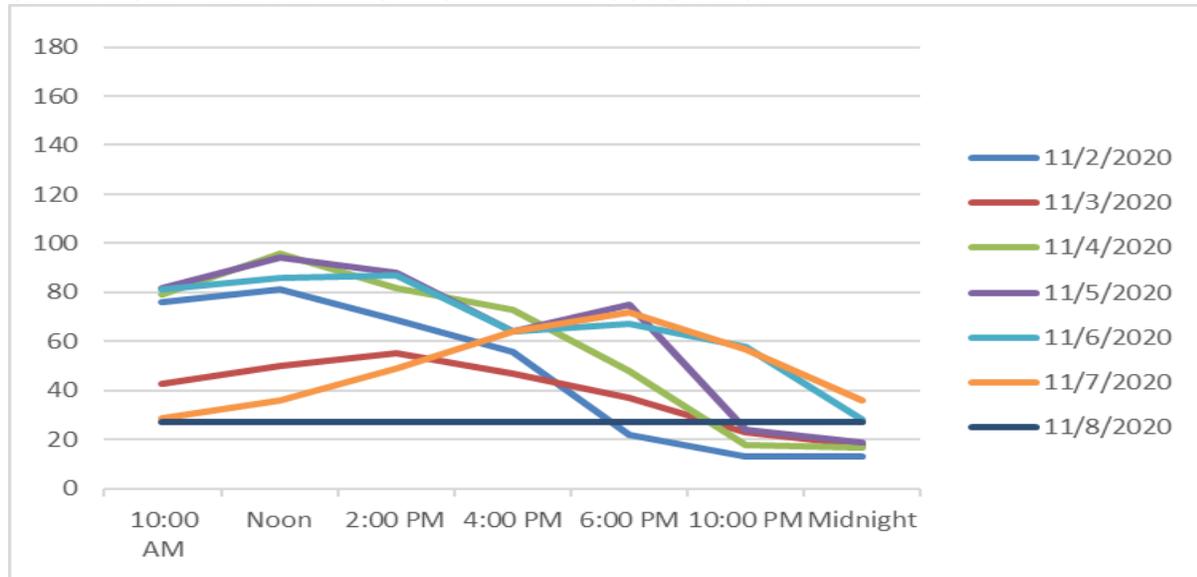
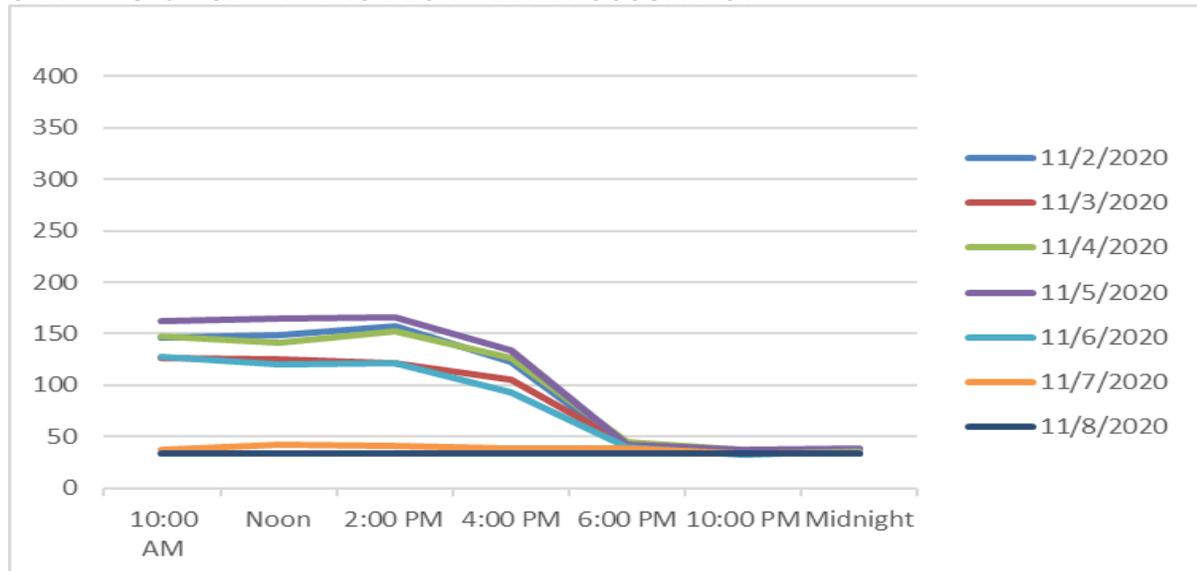


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	2	0
Fire	4	4
Human Resources	0	0
Light	0	4
Parks & Engineering	1	2
Police	7	5
Public Works	10	6
Wastewater	3	2
Water	0	7
Weekly Totals	27	30
Yearly Total	1070	

AFTER HOUR CALL BACKS.

- November 7, 2020: A dead deer was blocking the sidewalk on Pennsylvania Avenue at Fountaindale Elementary School. Staff removed the deceased animal.

CHRISTMAS SEASON. Tis the season to begin decorating for the holidays of Thanksgiving and Christmas. Staff has begun wrapping the poles downtown with garlands and lights. Work will continue with seasonal banners, red/green lights on the City Hall clock tower and Christmas lights hung on multiple trees around the city. This is preparation for the tree lighting in the Square scheduled for Monday, November 23rd followed by the lighting of City Park on Friday, December 4th.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Service Calls

- Wed. 11/11
- 50 Summit Avenue – partial outage; squirrel caused transformer fuse to operate. Time Out: 8.7-9.7
 - 403 Ridge Avenue – total outage; the customer’s meter socket burnt up. The service was disconnected until repairs are completed by an electrician. Time Out: 14.5-15.0
 - Summit Avenue – pole damaged; vehicle struck street light pole #34 in accident. The light was removed until follow-up repairs are completed. Time Out: 15.3-15.5

Distribution

- Crews continue to perform make ready work to create pole space for Point Broadband.

Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- Engineering staff continued design work and material procurement for the industrial development along Wesel Boulevard.
- Engineering staff applied for HLD’s Roadside Tree Trimming Blanket Permit with the State of Maryland.
- Staff performed reorganization of materials in the HLD stockroom.
- The Staff Engineer completed updates on the GIS system model.
- Coordination efforts were made for reinstallation of a substation recloser along with testing and commissioning. The testing and controls contractor will also be installing a new 34.5kV SEL breaker relay on an existing HLD breaker to replace a failed ABB unit.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, November 4, 2020	5.17	0.00
Thursday, November 5, 2020	5.17	0.00
Friday, November 6, 2020	4.84	0.00
Saturday, November 7, 2020	4.70	0.00
Sunday, November 8, 2020	4.90	0.00
Monday, November 9, 2020	4.79	0.00
Tuesday, November 10, 2020	5.04	0.00
Weekly – Avg. Flow / Total Rainfall	4.94	0.00
Nov - Avg. Flow/Total Rainfall	5.04	0.02

- Replaced Hach DO meter on effluent sink.
- Replaced sample pump piping that was leaking.
- Replaced pressure relief valves on instrument air tanks.
- Cleaned cooling tower and rotated circulation pumps.
- Routine MVP PlantWork orders & Corrective Work orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	#5	960'	5	102'
Flushing	#9	4,563'		

Collection System Maintenance Tasks

- Working on Eldridge Drive project, beginning final restoration phase.
- Root cut On Moller Avenue for overlay.
- Final verification process for Septic Tanks.
- Assisted HPD by CCTV of their lateral.
- Grinder pump, 1533 Kensington, reset pump.
- Backup, 1146 Outer Drive, problem on private property.
- Backup, 11414 Woodview Drive, problem on private side.
- Worked on SCADA boxes at #9 and #25
- 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	3	2	1	0	0	1	7
YTD 2020	48	82	17	1	1	114	263

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>
11/05/20	10.15		10.15
11/06/20	9.92		9.92
11/07/20	9.90		9.90
11/08/20	9.56		9.56
11/09/20	10.03		10.03
11/10/20	10.03		10.03
11/11/20	10.02		10.02
<i>Average</i>			<i>9.94</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 3.53 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 service line leak on Morning Glory Lane.

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	3	1

- Review of Site Development and City Permit drawings
- Updating GIS mapping
- Construction Inspection of ongoing projects



Respectfully submitted,

Scott A. Nicewarner
City Administrator