

# CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 49 FOR 2020



December 18, 2020

To Mayor Keller 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>.

DECEMBER 2020						
<i>For additional information and a complete list of City events, please visit our Calendar of Events on the City's website at <a href="http://www.hagerstownmd.org/calendar.aspx">http://www.hagerstownmd.org/calendar.aspx</a></i>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 4pm Work Session	2	3	4	5
6	7	8 4pm Work Session	9 7pm Hagerstown Planning Commission Meeting (Virtual)	10 4pm Board of Traffic & Parking Meeting  4:30pm Hagerstown Historic District Commission Meeting (Virtual)	11	12
13	14	15 7pm Regular Session	16	17	18	19
20	21	22	23	24 <b>HOLIDAY CITY OFFICES CLOSED</b>	25 <b>HOLIDAY CITY OFFICES CLOSED</b>	26
27	28	29	30	31		

**THIS WILL BE THE LAST REPORT FOR 2020.  
WISHING YOU A SAFE, HAPPY, AND HEALTHY HOLIDAY!**

## COMMUNICATIONS

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

- Hagerstown Mayor Clarifies Swearing-in Photo
- Section of South Cannon Avenue to Close Thursday Through Tuesday
- Hagerstown Mulls New Application Process for CARES Act Money
- Washington County Adjusting CARES Act Reimbursements
- Bridal Store, Barber Lounge and Dog House Among New Hagerstown Businesses
- Hagerstown Debates Raising Hamilton Run Golf Prices
- City Ham Drive Delivers Holiday Cheer
- Hager House Adapts Holiday Tours
- Hagerstown Eyes \$400K+ in Requests for Program Open Space Projects

- Hagerstown Receives Clean Audit
- Tuesday Hagerstown Council Meeting to be Virtual
- Hagerstown Alters Trash Pickup in Preparation for Snowstorm
- More Than 2,500 COVID-19 Vaccine Doses Headed to the Tri-State Area
- Officials Stress Safety of Vaccines, Warn of Ongoing COVID Surge in Washington County
- Yard Waste Pickup in Hagerstown to End for Season Next Week
- Press Release: J's Barber Lounge Grand Opening
- Press Release: The Dog House Ribbon Cutting
- Press Release: K & B Bridals Hagerstown RESCHEDULED Grand Opening
- Yard Waste Collection Advisory: Final Week
- Trash & Recycling Advisory: Christmas Holiday
- Trash & Recycling Advisory: Snowstorm

**This Week's Video Projects**

- Mayor & City Council Regular Session
- "Hub Bub" Video Podcast

**Channel 25 Hub City Now Programming**

- Mayor & City Council Meeting
- 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 11,511 user visits for the week of December 7-13, 2020.

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

• Home Page	2,537
• Civic Alerts Page	1,434
• Utility Billing Page	1,253
• City Park Lighting Page	499
• Police Page	210
• Holiday Lights Tour Page	196
• Hub City 100 Miler Page	195
• Parks & Recreation Page	158
• Bids Page	142
• Hager House Page	124

- Top Searches:

- "Pay my bill"
- "Christmas lights"
- "Water bill"
- "Yard waste"
- "Jobs"

**DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT**

**Business Development Updates**

- Voting for the Holiday Cheer Contest ends today (Friday, December 18) at 4 p.m. All featured City Center businesses are recipients of the Holiday Cheer Grant. Place votes (1 like=1 vote) on Main Street Hagerstown's Facebook Page for your favorite storefront picture/pictures.

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

- Western Maryland Business & Economic Roundtable with Senator Van Hollen
- Cultural Conversations for an Equitable Community
- Weekly Business Recovery Partners Team

**Grand Openings.** Grand Openings this week include:

- Mayor Keller and Councilmember Burnett attended the grand opening and ribbon cutting for J's Barber Lounge, 48 East Franklin Street, on Monday, December 14
- The Dog House (57 South Potomac Street) - Friday, December 18 at 11:30 a.m.
- K&B Bridals Hagerstown (710 Dual Highway) - rescheduled for Monday, December 21 at 12 p.m.

**Farmers Market.** Staff planned four Saturdays of Christmas at the Market. The last of the four Saturdays of Christmas will be held:

- December 19 | Last Chance Saturday – 8 a.m. – 12 p.m. - Enter for a door prize (drawings at 9 a.m., 10 a.m., and 11 a.m. Must be present to win.)

As always, the Market is open every Saturday from 6 a.m. - 12 p.m.

**PARKS & ENGINEERING**

**ENGINEERING DIVISION**

1. **Construction Update**

- **Mitchell Avenue Traffic Signal:** At the railroad overpass, we are reviewing shop drawings and expect to return to contractor this week. Construction will begin after the holidays
- **Wesel Boulevard:** Construction is basically shut down until Spring and asphalt is again available.
- **Potomac at Howard:** The contracts have been executed for the traffic signal replacement and we will schedule the preconstruction meeting.
- **Curb and Sidewalk Replacements:** Funded in part by the stormwater fund, the contractor is about 1/3 complete the work on hazards and next Springs overlay streets
- **Pangborn Park:** The lake construction will continue as weather allows. The contractor re-routed the Run and is grading for the stream restoration.
- **Tree Contract:** The contractor is planting trees in Fairground Park, where we have staked 138 of the 214 trees. We expect them to be at Fairground Park another 2-3 weeks.
- **Jamison Wall:** The concrete wall and alley mat are now substantially complete except for punch-list items. We expect to re-open the alley the middle of next week.

2. **Urban Improvement Project.** Staff is preparing the subdivision plat for the Hager5 land acquisition and is finalizing the construction drawings for bidding.

3. **Board of Traffic & Parking.** The Board of Traffic & Parking discussed converting East North Avenue and East Avenue into one-way streets. Staff will survey the residents and discuss next month. The Board also recommended that we remove the traffic signal at the intersection of Locust Street and Fairground Avenue. This will be discussed with City Council in January 2021.

4. **Engineering Statistics**

Description	Week of 12/13/20	Calendar Year 2020 TOTALS
Traffic complaints received	0	113
Work Orders completed	0	71
Traffic counts completed	0	32
Construction Projects		
Description	Week of 12/13/20	Calendar Year 2020 TOTALS
Projects advertised for bids	0	13
RFP's Advertised	1	7
Projects under construction	9	10
Projects completed	2	4

**PARKS DIVISION**

1. **City Park Light Show.** More silhouettes were added along the main roads. Staff also installed reflected signs that give visitors the radio station (90.3) and corrected technical issues to the display. Based on counts from our traffic counter, the traffic viewing the display is up 50% from last year.
2. **Pangborn Park Pavilion.** Staff reconstructed roof that was damaged by a fire.
3. **2021 Hub City 100 Miler.** Registration is open for the 2021 Hub City 100 Miler! More information can be found at [www.hagerstownmd.org/hubcity100](http://www.hagerstownmd.org/hubcity100).
4. **Winterization.** General cleanup in our more than 20 parks continues and we are preparing our equipment for snow removal.
5. **Golf Stats.** The course will close until the snow melts. Greens staff will work on equipment and tree maintenance.

Golf Course	12/9/19–12/15/19	12/9/20 -12/15/20
# of Golfers	4*	192
Total Revenue (golf, merch, concessions, rentals)	\$0 *members, redeemed loyalty card	\$4,059

**PLANNING & CODE ADMINISTRATION**

**New Development Cases**

- Hillside Manor, Lots 18 and 19 – Hillside Manor, LLC – final plat for resubdivision of two existing lots.

**Weekly Activity Report.** December 7–11, 2020

<b>PERMITS</b>								
<b><u>TYPE</u></b>	<b><u>NUMBER OF NEW APPLICATIONS</u></b>							<b><u>NUMBER ISSUED</u></b>
Building	10	Residential -	7	Commercial -	2	Other -	1	14
Electric	10	Residential -	2	Commercial -	8	Other -	0	13
Plumbing	10	Residential -	6	Commercial -	3	Other -	1	6
Mechanical	9	Residential -	5	Commercial -	3	Other -	1	13
Engineering Dept.	10							8
<b>TOTAL</b>	<b>49</b>		<b>20</b>		<b>16</b>		<b>3</b>	<b>54</b>
<b><u>Est. Value of Issued Building Permit Projects:</u></b>					<b><u>FY21 Fiscal Year Totals:</u></b>			
Residential	\$ 272,080.00				\$ 7,502,050.00			
Commercial	\$ 369,009.00				\$ 56,025,980.00			
Apartment	\$ 0.00				\$ 431,750.00			
Sign	\$ 0.00				\$ 58,301.00			
<b>TOTAL</b>	<b>\$ 641,089.00</b>				<b>\$ 64,018,081.00</b>			
<b><u>Projects of Interest</u></b>								
- Interior renovations at 412 Vermont Avenue - \$160,000								
- Tenant fit out for office at 201 South Cleveland Avenue - \$99,709								
- Modifications of interior walls in the kitchen and bathrooms at 651 Pennsylvania Avenue - \$60,000								
- New roof overlay on existing building at 273 East Memorial Boulevard - \$200,000								

<b>RENTAL LICENSING PROGRAM YEAR: JULY 1, 2020 – JUNE 30, 2021</b>		
	<b>PROPERTIES</b>	<b>UNITS</b>
Registrations received week of Dec 7 – Dec 11	8	14
New applications issued week of Dec 7 – Dec 11	2	2
Total 2020-2021 registered (includes additions and subtractions since 6/8/20)	3,740	9,457
Percentage of rental license renewals that have registered for the 2020-2021 license year	96.2%	96.9%
<b>Notes:</b> The 2020-2021 rental license renewals for 9,722 units in 3,872 properties were mailed on 6/9/20.		
<b>PAYMENT</b>		
Weekly payment received	\$ 1,050	
Weekly adjustment/credits	\$ 150	
<b>INSPECTIONS</b>		
<b>TYPE</b>	<b>NUMBER CONDUCTED</b>	
Building	92	
Electrical	25	
Plumbing	24	
Mechanical	14	
Safety	6	
Neighborhood Vitality	33	
Quality of Life	11	
Preventive Maintenance	4	
Planning & Zoning	2	
<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.	

<b>POLICE DEPARTMENT</b>
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**STATS**

Calls for Service:	1,192	Field Interviews:	4
Arrests/Warrants Served:	13	Moving Violations:	4
Domestic Violence Calls:	23	Safety Repair Orders:	3
DUI Arrests:	1	Warnings:	18
Reports Filed:	98		

## REPORTS

**12/10/20:** Officer C. Kelley responded to Noland Drive for the report of a dispute over the sale of a clothes dryer. When the officer arrived, he made contact with two females who were irate. They stated they just purchased a clothes dryer from a couple on Facebook and discovered it does not work. The officer informed the females that he was unable to assist them since this would be a civil matter and could be handled in small claims court. The females did not like the officer's response and stated they were going to leave the dryer on the sidewalk. The officer warned them they could not leave the dryer on the public sidewalk. The females became so irate it was causing a public disturbance. They were warned to lower their voices, put the dryer back in their vehicle and take care of the matter through the court system. They did not heed the warning and the officer issued them criminal citations for Disorderly Conduct and Littering. No further details are available.

**12/11/20:** Officer Flinn was dispatched to Quick Mart on Potomac Avenue for a robbery in progress. An employee of the store stated a male entered the store with a hatchet in his hand and demanded the register be opened. The suspect then took the cash from the register and stuffed it into the pocket on his sweatshirt. The suspect stole approximately \$2,000 in mixed bills. The entire incident was captured on security cameras from the store. The footage showed a white male wearing a white hooded sweatshirt, grey sweat pants, a blue mask, a camouflage cap and black gloves. The male openly displayed a hatchet to the employee. A picture of the suspect was sent to other officers at HPD in an attempt to determine the suspect's identity. Detective Vogel has been assigned this case. No further details are available.

**12/12/20:** Officer StClair responded to Sumans Avenue in reference to a burglary. The victim advised that someone had broken into his residence by opening a window to his laundry room. The victim's girlfriend came home to find the back door open. It is believed the suspect came in through the window and left the residence by the back door. It was discovered there was a jar of coins missing from a bedroom. The victim seems to believe it was someone known to him since the suspect apparently knew where the coins were stored. No further details are available at this time.

**12/16/20:** Officers Deavers was working the Watch Center and made contact with a citizen via telephone. The victim advised that items had been stolen from his truck that was parked on East Lee Street. Someone had stolen his black Oakley sunglasses valued at \$75 and a black knit hat valued at \$5.00. The officer found no cameras that captured the incident. There is no suspect at this time.

## OTHER NEWS/INFORMATION

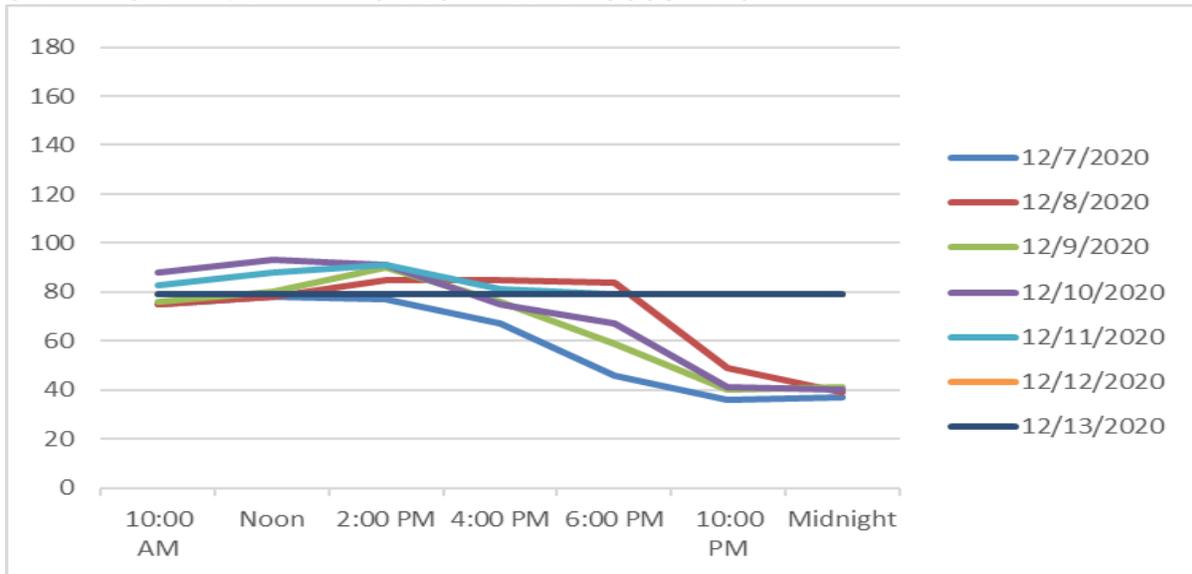
**Thank you to the Citizens of Hagerstown.** A special thank you to the many citizens and businesses of Hagerstown that have brought food, snacks and desserts to the Hagerstown Police Department during this holiday season. HPD appreciates the acts of kindness and especially the show of support for the local police. Thank you and we wish all a Merry Christmas and a Happy New Year.

## PUBLIC WORKS

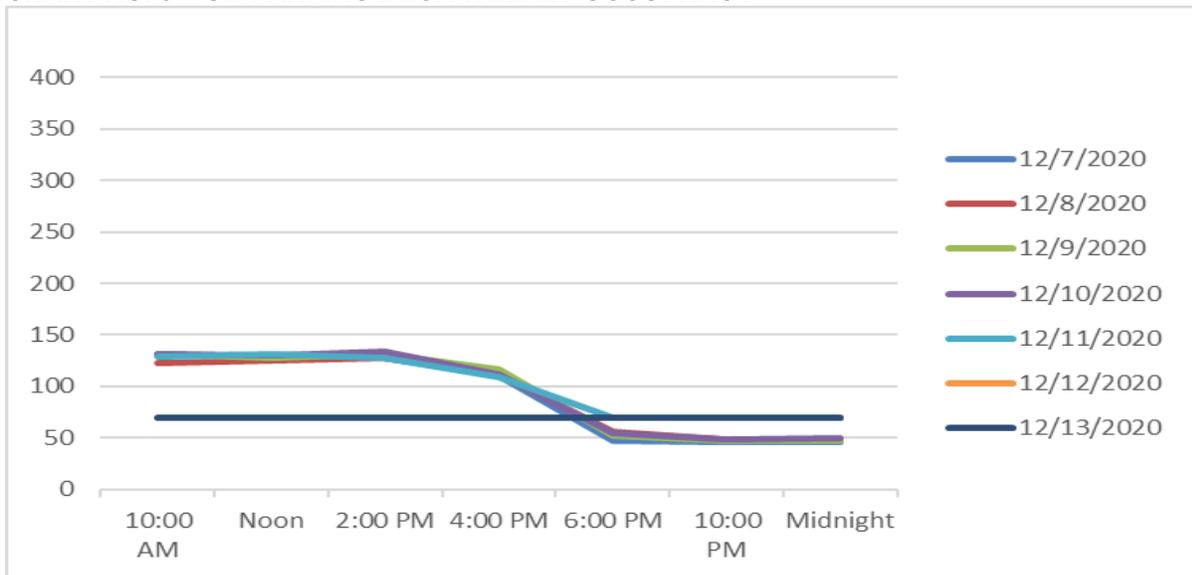
### CHART NO. 1 – GENERAL PARKING SYSTEM DATA

		Current Week	Previous Week
<b>Number of Permit Holders</b>	A & E Deck	106	104
	University District Deck	234	200
<b>Number of Student Permits</b>	Central, Market, Rochester Lots	20	25
<b>Number of Patrons Using Decks</b>	A & E Deck	626	575
	University District Deck	720	700
<b>Number of Citations Issued</b>	(Includes Warnings)	240	233
<b>Late Payment Notifications</b>		25	15
<b>Peak Occupancy (%)</b>	A & E Deck	51% Thur @ noon	36% Tue @ Noon
	University District Deck	31% Thur @ 2 PM	25% Thur @ 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
<b>DCED</b>	0	1
<b>Fire</b>	1	2
<b>Human Resources</b>	0	0
<b>Light</b>	1	2
<b>Parks &amp; Engineering</b>	0	1
<b>Police</b>	7	11
<b>Public Works</b>	4	2
<b>Wastewater</b>	0	1
<b>Water</b>	4	3
<b>Weekly Totals</b>	17	23
<b>Yearly Total</b>	1138	

**AFTER HOUR CALL BACKS**

Saturday, December 12, 2020 @ 3:30 PM: Traffic signals reported to be flash at Summit Avenue and West Antietam Street. Field personnel brought in to rectify the situation and return the signals to normal operations.

Sunday, December 13, 2020 @ 10:45 AM: Reported glass in the street on Edgewood Drive at Dual Highway. Not issues found. No personnel called in.

**UTILITIES DEPARTMENT**

**ELECTRIC DIVISION**

**Service Calls**

- Fri. 12/11 - Area of Park Circle – pole damaged, reported by HPD; the pole was pulled straight and the triplex was raised until permanent repairs could be made.  
Time Out: 22.4-23.7
- Sat. 12/12 - 671 Highland Way – partial outage; the customer’s main breaker was found to be bad. The customer was advised to contact an electrician for repairs.  
Time Out: 19.3-19.8
- Sun. 12/13 - 345 North Potomac Street – total outage; no problems was found with HLD facilities.  
Time Out: 10.2-10.7
- Mon. 12/14 - 600 Guilford Avenue – lines arcing; no arcing wires were found. HLD facilities were clear on arrived. Time Out: 21.9-23.1

**Engineering**

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- Engineering staff worked with Point Broadband regarding their electrical needs and installations.
- The Staff Engineer worked with HLD’s SCADA programming contractor to incorporate new recloser controls into the HLD SCADA reporting system.
- Engineering staff assisted multiple residents and businesses with electrical service needs.

**WASTEWATER DIVISION**

**Wastewater Treatment Plant at Frederick Street**

Date	Flow (mgd)	Rainfall (inches)
Wednesday, December 9, 2020	5.17	0.00
Thursday, December 10, 2020	5.36	0.00
Friday, December 11, 2020	5.28	0.00
Saturday, December 12, 2020	5.08	0.00
Sunday, December 13, 2020	5.13	0.00
Monday, December 14, 2020	6.37	0.63
Tuesday, December 15, 2020	5.70	0.00
Weekly – Avg. Flow / Total Rainfall	5.44	0.63
Dec - Avg. Flow/Total Rainfall	5.48	1.11

**Miscellaneous**

- Troubleshoot heater on the ENR generator fuel tank.
- Troubleshoot oil leak on MagOx tank.
- Prepped equipment and plant for snow storm.
- Rebuilt WAS pump in shop.
- Routine MVP Plant Work orders & Corrective Work orders.

**Wastewater Collection**

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	#21	150'	21'	
Flushing	N/A			

**Collection System Maintenance**

- Cleaned wet wells at Pump Stations #2, 3 & 10.
- Cut out roots that created clog on Bryan Place.
- Cut out roots that created clog in alley off of First St.
- Finished addressing quarterly trouble spots.
- Pump Station #7, moved old generator, set up and wired, then poured pad for another generator, new generator that will be coming from Pump Station #8.
- Hauled in crushed stone for Inventory at shop.
- Worked on installing patches at various pump stations.
- 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	6	0	0	0	0	1	7
<b>YTD 2020</b>	<b>68</b>	<b>88</b>	<b>19</b>	<b>1</b>	<b>1</b>	<b>121</b>	<b>298</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
12/11/20	9.92		9.92
12/12/20	10.18		10.18
12/13/20	9.90		9.90
12/14/20	9.65		9.65
12/15/20	9.96		9.96
12/16/20	10.03		10.03
12/17/20	9.46		9.46
Average			9.87

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

- Staff worked on facility maintenance and routine preventative maintenance.
- Staff replaced chlorine analyzers in clear well at R. C. Willson.
- Staff repaired leak in chemical building at R. C. Willson.

**Water Production at Breichner / Edgemont Reservoir.** The Edgemont Reservoir pool elevation is currently at 3.17 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 repaired mains on Monroe Avenue, Glenside Avenue, and Ray Street.

**Laboratory**

- Process and regulatory testing were routine for the week.

**Engineering**

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	-	1
Preliminary Plats	-	-
Final Plats	-	-
Replat	-	-
Grading Plan	-	-
Development Plan	-	-
Building Permits	10	5

- Construction Inspection of ongoing construction projects
- Review of Site Development and City Permit Drawings
- Gathering and providing information for water service inquiries
- Updating GIS mapping



Respectfully submitted,

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

Scott A. Nicewarner  
City Administrator