

CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 3 FOR 2021



January 22, 2021

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>.

<h2 style="margin: 0;">JANUARY 2021</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 HOLIDAY CITY OFFICES CLOSED	2
3	4	5 No M&C Meeting	6	7 3pm Executive Session 4pm Work Session/Special Session	8	9
10	11	12 2:30pm Executive Session 4pm Work Session	13 4pm Hagerstown Planning Commission Meeting	14 4pm Board of Traffic & Parking Meeting 4:30pm Hagerstown Historic District Commission Meeting	15	16
17	18 HOLIDAY CITY OFFICES CLOSED	19 3pm Executive Session 4pm Work Session	20 7pm Board of Zoning Appeals Meeting	21	22	23
24	25	26 6:30pm Executive Session 7pm Regular Session	27 7pm Hagerstown Planning Commission Meeting	28 4:30pm Hagerstown Historic District Commission Meeting	29	30
31						

COMMUNICATIONS

This Week's Headlines & Media Releases:

- Hagerstown Partners with State to Promote Human Trafficking Awareness
- Need to Reboot Your Bod? Try the Hub City 100 Miler
- Opioid Deaths Continue to Increase in Washington County and Maryland

- Hagerstown Weighs Options for Municipal Stadium's Future
- Meritus Launches Online Portals for COVID Vaccine Appointments
- New Washington County Restaurant Relief Program on Hold
- Hagerstown Seeks CARES Act Grant Applications
- Hub City 100 Miler Kicks Off
- Proposed Hagerstown Development Gets Development Plan Approval
- Hagerstown Talks Expanding City's Civil War Heritage Area
- Hagerstown Mails Community Feedback Survey
- Lanes on South Burhans Boulevard, South Potomac Street to be Closed This Week
- Press Release: Community Feedback Survey
- Traffic Advisory: South Burhans Boulevard
- Traffic Advisory: South Potomac Street - January 21 & 22

This Week's Video Projects

- Mayor & Council Work Session
- City Park Train Hub Video Post Production

Channel 25 Hub City Now Programming:

- Mayor & City Council Work Session
- "Council WRap"
- 2021 Hub City 100-Miler :30 Spot
- "Utility Payment Plan" Promo
- PayByPhone YouTube Video
- Symptoms of COVID-19 Informational Video
- "Hub-Bub" Video Podcast
- Stormwater Program Informational Video
- MTA Commuter Connection

City Website:

- www.hagerstownmd.org attracted 11,940 user visits for the week of January 11-17, 2021.

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

• Home Page	2,383
• Civic Alerts Page	1,369
• Utility Billing Page	1,222
• Hub City 100-Miler Page	823
• Police Page	195
• Bids Page	194
• Hager House Page	182
• Collection-Schedules-Zones Page	169
• Jobs Page	143
• Firefighters Page	86

- Top Searches:

- "Pay my bill"
- "True"
- "When should I set out trash/recycling/yard waste for collection?"
- "100 miler"
- "Jobs"

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

Neighborhoods 1st: The Neighborhoods 1st Leadership Team met with City Staff and HPD on Wednesday, January 20th to discuss community projects and 2021 goals.

Business Development Update: Economic Development team members participated in the following this week:

- COVID-19 Small Business Relief Webinar with Congressman David Trone
- Weekly Business Recovery Partners Team

- Reopen Washington County Stakeholders Meeting
- Fort Detrick Alliance Board Meeting

PARKS & ENGINEERING

ENGINEERING DIVISION

1. **UIP/Cultural Trail Phase II Update.** Staff continues to work through a multitude of issues with this project including land acquisition, funding, and design. The subdivision plat for the Hager5 land will be reviewed at the upcoming Planning Commission meeting. Our goal remains to bid the contract towards the end of February, BUT many issues depend on the cooperation of others (State, County, and Hager5).
2. **Stormwater Utility.** As educational pieces go into the community, we are getting more and more calls. We plan to give the Mayor & Council an update on February 9th.

PARKS DIVISION

1. **2021 Hub City 100 Miler.** Over 1,200 people are now registered for the challenge! Registration stays open until 1/31/21.

2. **Golf Course Stats**

Golf Course	1/14/20–1/20/20	1/14/21 -1/20/21
# of Golfers	26	116
Total Revenue (golf, merch, concessions, rentals)	\$306	\$2661

3. **City Park.** We are trenching and installing conduit and boxes to prepare electrical services for the tree uplighting and holiday decorations.

PLANNING & CODE ADMINISTRATION

Planning Commission: The Planning Commission will be considering these on January 27:

- 43-45 West Washington Street – Hager5 LLC – final plat.
- Hillside Manor – replat.
- 1107 Maryland Avenue – Fulton Bank – site plan for a new bank.
- 1329 Pennsylvania Avenue – Barbara Bacon – Waiver Request to Design Standards for a Fence.
- Report on upcoming annexations.

Historic District Commission: The HDC’s meeting on January 14 was canceled due to lack of a quorum. It was rescheduled to Wednesday, January 20, and board members took the following action:

- 33-35 West Washington Street – Washington County Board of County Commissioners – approved new wireless communications equipment.
- 148-152 West Washington Street – Hinkle LW, PLLC – approved two signs.
- Washington County Historical Advisory Committee Request.
- Election of Officers. Michael Gehr was re-elected as chair; commission members deferred on election of a vice chair until more members could be present at the meeting.

The following cases have been filed for the January 28 meeting:

- 909 Hamilton Boulevard – Landmark Fence – fence.
- 4 West Washington Street – Helping Hands Health Services – sign.
- 25 Broadway – 25 Broadway Hagerstown LLC – replace rear stairway.
- 1039 The Terrace – Conner Peterson – fence.

Board of Zoning Appeals: The BZA granted a variance to Hagerstown Commerce Center, Inc., to increase the height of a freestanding sign at 89 All Star Court from 35 feet to 70 feet.

The next Board of Zoning Appeals hearing will be held on February 10. Michael Hazell filed an appeal for a variance to place a garden shed within one foot of the side property line at 31 Belview Avenue.

Weekly Activity Report: January 11-15, 2021

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	6	Residential -	2	Commercial -	2	Other -	2	11
Electric	9	Residential -	5	Commercial -	3	Other -	1	9
Plumbing	12	Residential -	10	Commercial -	1	Other -	1	12
Mechanical	4	Residential -	3	Commercial -	1	Other -	0	3
Engineering Dept.	5							7
TOTAL	36		20		7		4	42
Est. Value of Issued Building Permit Projects:				FY21 Fiscal Year Totals:				
Residential	\$ 10,297,081.00			\$ 18,616,563.00				
Commercial	\$ 508,339.00			\$ 62,568,510.00				
Apartment	\$ 252,250.00			\$ 691,500.00				
Sign	\$ 13,817.00			\$ 81,718.00				
TOTAL	\$ 11,071,487.00			\$ 81,958,291.00				
Projects of Interest								
- 22 new structures for Phase 2 at McCleary-Hill - \$10,063,568								
- Two new single-family homes at Hager's Crossing - \$210,000								
- Construct new building for storage of lumber at 743 Bowman Avenue - \$200,000								
- Construct single-story addition at 1413 Pennsylvania Avenue - \$190,000								
- Temporary stabilization of exterior wall at 92 West Washington Street - \$250,000								
- Renovations to convert retail/garage to chapel and store at 224 West Washington Street - \$118,239								
RENTAL LICENSING PROGRAM YEAR: JULY 1, 2020 – JUNE 30, 2021								
				PROPERTIES		UNITS		
Registrations received week of Jan 11 – Jan 15				11		17		
New applications issued week of Jan 11 – Jan 15				2		3		
Total 2020-2021 registered (includes additions and subtractions since 6/8/20)				3,766		9,535		
Percentage of rental license renewals that have registered for the 2020-2021 license year				99.0%		99.0%		
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		\$ 1,275						
Weekly adjustment/credits		\$ 150						

INSPECTIONS	
TYPE	NUMBER CONDUCTED
Building	56
Electrical	37
Plumbing	29
Mechanical	4
Safety	25
Neighborhood Vitality	34
Quality of Life	4
Preventive Maintenance	1
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:	1,275	Field Interviews:	21
Arrests/Warrants Served:	7	Moving Violations:	91
Domestic Violence Calls:	23	Safety Repair Orders:	2
DUI Arrests:	0	Warnings:	37
Reports Filed:	92		

REPORTS

01/14/21: Officer McNew responded to Valley Storage on All Star Court regarding several catalytic converters removed from customer's vehicles. The manager of Valley Storage advised that she located a total of seven vehicles on the lot which had catalytic converters removed. The fence was cut to the rear of the lot which is where the vehicles were parked. Management was notified when a customer noticed a part was stolen from his vehicle and called the police. The manager stated the fence was probably cut between January 13-14, 2021. The owners of the vehicles were contacted about the damage. The total loss is approximately \$7,000. There are no suspects at this time.

01/17/21: Officer K. Hill made contact with a citizen that resides on Sinter Way. The citizen advised both of her vehicle's registration plates had been stolen between the dates of January 4-7, 2021. The victim stated she had no idea who may have stolen them. The stolen tags have been entered in NCIC. There are no suspects at this time.

01/17/21: Officer Smith was dispatched to Salem Avenue for the report of damage to a vehicle. The officer observed damage to the rear windshield and driver side taillight of the 2002 Honda Civic. The damage to the vehicle was estimated to be \$500. Next to the vehicle was a small red brick that was apparently used to damage the rear windshield. The victim stated that shortly after she discovered the damage to her vehicle, she saw a light blue Ford Focus drive through the alley. She noticed one of the occupants to be a friend of her son. As the officer was gathering other information from the victim, another HPD officer located the light blue Ford Focus and initiated a traffic stop, however the driver and occupants fled from the vehicle. After a short foot pursuit, the driver was apprehended. It was discovered the driver was a juvenile and did not have a driver's license. It should be noted that inside of the Ford Focus was a red brick identical to the one at the scene. The juvenile was issued appropriate charges and he was released to his parents.

01/18/21: Officer Brown responded to Surrey Avenue for a report of a robbery. HPD officers cleared the residence and found no one else in the apartment. The victim was assaulted but did not need medical care. She explained that a friend had stopped by her apartment to wish her a happy birthday. The friend then asked her for money for which she replied she did not keep cash on hand. At that point, the friend knocked the victim to the floor and started looking throughout the house for money. When the friend did not find any cash, he fled the apartment. The officers were unable to locate the suspect. The officers advised the victim on how to apply for charges for the assault. No further details are available.

01/18/21: Officer Biden was dispatched to South Mulberry Street to assist with an overdose. The victim was identified and was already in the ambulance when the officer arrived on scene. The caller for the victim was a friend but refused to answer any questions and was uncooperative with the police. The victim was administered NARCAN and became more responsive. The victim stated she did not need further medical attention and exited the ambulance. No further details are available.

01/19/21: Officer Young responded to CVS Pharmacy located on East Wilson Boulevard for a theft report. The store's manager stated that two white females entered the store and began filling a basket with items. Both females were heavy set and both wore black masks. The females exited the store without paying for the items. Items taken included diapers, face cream, candles and children's books for a total loss of \$100. The manager followed the females out of the store and they left in a tan vehicle bearing WV tags. No further information is available at this time.

PUBLIC WORKS

CHART NO. 1 – GENERAL PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	114	114
	University District Deck	236	235
Number of Student Permits	Central, Market, Rochester Lots	21	21
	Number of Patrons Using Decks		
	A & E Deck	846	765
	University District Deck	810	742
Number of Citations Issued	(Includes Warnings)	343	348
Late Payment Notifications		16	23
Peak Occupancy (%)	A & E Deck	42%	36% Thu @ 2 PM
		Thur @ Noon	36% Fri @ 10 AM
Peak Occupancy (%)	University District Deck	32%	29%
		Thur @ 2 PM	Wed @ 10 AM

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

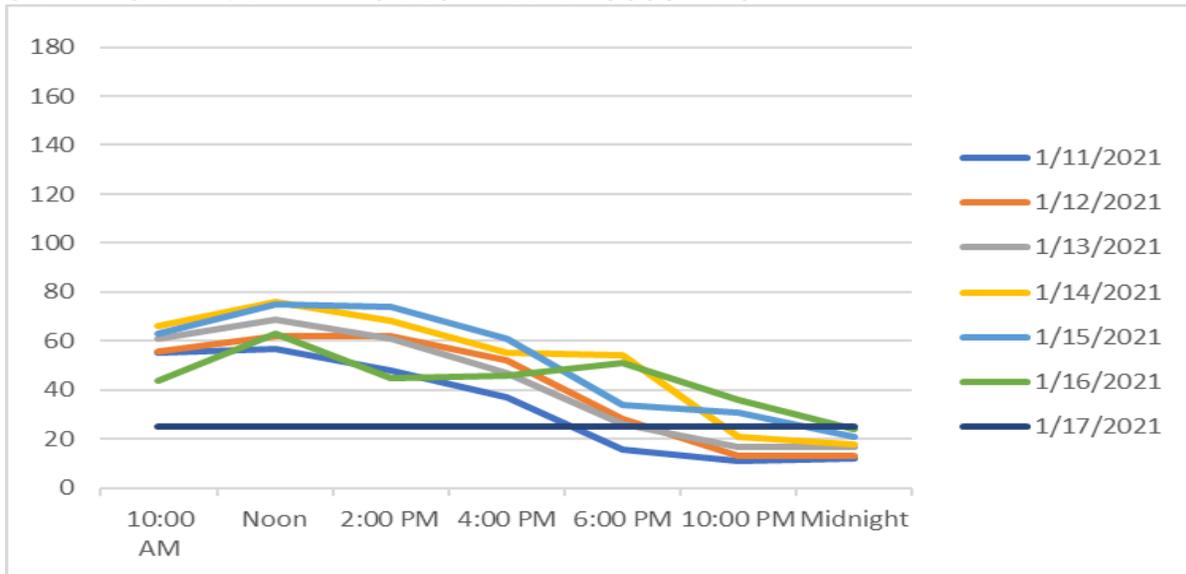
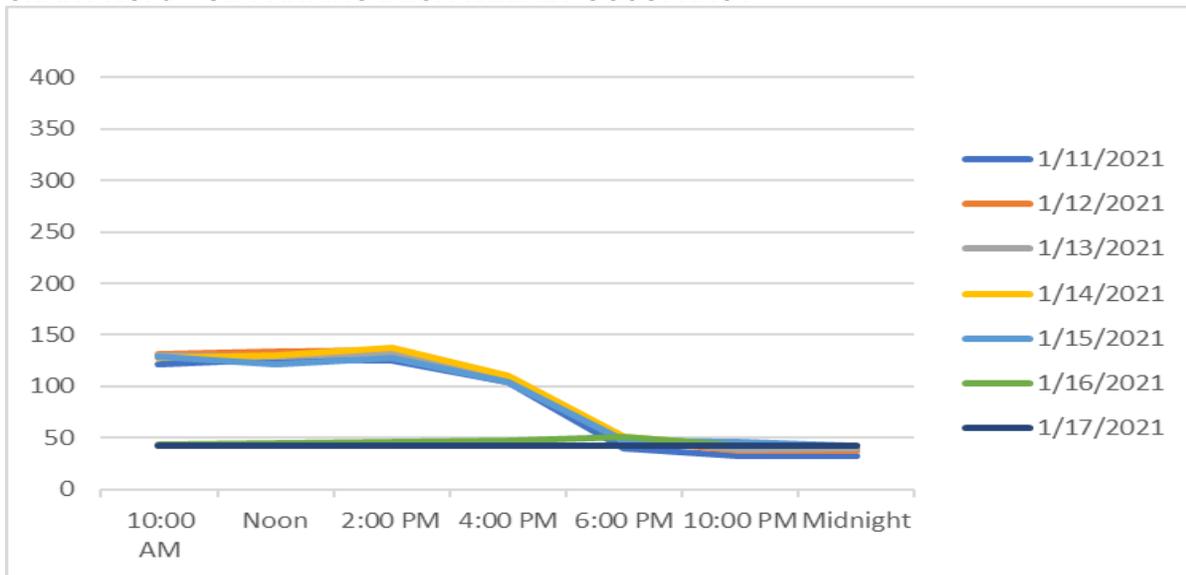


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	1	3
Fire	2	0
Human Resources	1	0
Light	0	2
Parks & Engineering	1	0
Police	8	10
Public Works	1	7
Wastewater	0	0
Water	2	9
Weekly Totals	16	31
Yearly Total	47	

AFTER HOUR CALL BACKS

Saturday, January 16, 2021 @ 6 a.m.: Reports of icy streets in and around Park Circle and Memorial Boulevard. Driver brought in to salt the area and the bridges as a precaution. Second incident this year of limited ice on the streets that needed to be addressed.

Sunday, January 17, 2021 @ 2:30 p.m.: Report of a missing manhole cover in the 400 block of West Antietam Street. Staff found a broken water meter lid on the sidewalk at 417 West Antietam Street. Issue was reported to the Water Department for repairs.

VISITOR'S CENTER TO BE VACATED

The Hagerstown-Washington County Convention and Visitor's Bureau (CVB) has elected not to renew their lease for the Visitor's Center located at 14 North Potomac Street. The space will be vacated by January 31, 2021. Staff will remove the exterior signs and other identification from the property. The street signs directing visitors to downtown will remain for now. The CVB will maintain their administrative office just around the corner in the Square.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Service Calls:

Sun. 1/17 - 758 Bowman Avenue – Miss Utility locate; emergency locate for the Hagerstown Water Department. Time Out: 11.8-12.6

Distribution: - HLD line crews continue to perform make-ready work for Point Broadband communications.

Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- The Staff Engineer continued distribution feeder upgrade planning for accommodation of new residential development.
- Engineering staff performed substation inspections and reviews.
- The Engineering Designer continued work for relocated street lighting facilities along Wesel Blvd.
- The Staff Engineer reviewed wildlife protection strategies for HLD substations with a manufacturer of electrical substation cover-up materials.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, January 13, 2021	6.33	0.00
Thursday, January 14, 2021	6.75	0.00
Friday, January 15, 2021	6.72	0.07
Saturday, January 16, 2021	6.31	0.00
Sunday, January 17, 2021	6.18	0.00
Monday, January 18, 2021	6.29	0.00
Tuesday, January 19, 2021	6.08	0.00
Weekly – Avg. Flow / Total Rainfall	6.38	0.07
Jan - Avg. Flow/Total Rainfall	7.26	1.08

Miscellaneous

- Fabricated sleeve and sheer pin for DAFT top skimmer.
- Installed new Auma actuator on #1 UV influent gate.
- Rebuilt #2 WAS Penn Valley Double Disc Pump.
- Routine MVP Plant Work orders & Corrective Work orders.

Wastewater Collection

Collection System Maintenance Task

- Sewer backup, 12910 Oak Hill Avenue, problem on the private side.
- Sewer backup, 1234 Cressant Avenue, problem on the private side.

- Sewer backup, 652 N Mulberry Street, problem on the private side.
- Sewer backup, 1322 The Terrace, flushed roots from main and lateral.
- Sewer backup, 400 Mechanic Street, problem on the private side.
- Sewer backup, 217 East Antietam Street, problem on the private side.
- Sewer backup, 91 Park Avenue, cleaned main and vacuumed out cleanout, problem on private side.
- Sewer backup, 1146 Rosehill Avenue, problem on the private side.
- Grinder pump call, 11002 Eastwood, reset smart switch.
- Grinder pump call, 20007 Cherry Hill Circle, problem on private side, owner alarm issue.
- Pump Station #8, formed and poured new concrete pad for the Generator.
- Pump Station #12, Surveyed interceptor installed for John Dlosh.
- 715 Interval Road, excavated and repaired due to roots.
- 735 Interval Road, excavated and repaired due to roots.
- General pump shop repair work.

Administration

Wastewater Division – Customer Call Log Summary 2021							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	4	1	0	0	0	2	7
YTD 2021	11	4	0	0	0	9	24

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
01/14/21	10.91		10.91
01/15/21	10.77		10.77
01/16/21	10.60		10.60
01/17/21	10.44		10.44
01/18/21	10.69		10.69
01/19/21	10.70		10.70
01/20/21	10.58		10.58
Average			10.67

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 2.54 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 a main break on Bowman 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	2	3

- Construction inspection of ongoing projects
- Updating GIS mapping
- Review of site plans and City permit drawings
- Review and processing of water service permits and allocation purchases



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