

# CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 4 FOR 2021



January 29, 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>.

<b>FEBRUARY 2021</b>						
<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	2 3pm Executive Session 4pm Work Session	3	4	5	6
7	8	9 3pm Executive Session 4pm Work Session	10 4pm Hagerstown Planning Commission Meeting	11 4pm Board of Traffic & Parking Meeting 4:30pm Hagerstown Historic District Commission Meeting	12	13
14	15 <b>HOLIDAY CITY OFFICES CLOSED</b>	16 4pm Work Session	17 7pm Board of Zoning Appeals Meeting	18	19	20
21	22	23 7pm Regular Session	24 7pm Hagerstown Planning Commission Meeting	25 4:30pm Hagerstown Historic District Commission Meeting	26	27
28						

## COMMUNICATIONS

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

- City Debates Utility Billing System Upgrade
- Hagerstown Considers Reallocating Grant Funding
- Thiam Appointed to Maryland House Judiciary Committee
- In-Person Learning Pushed to February 16 for Washington County Public Schools
- A Life Remembered: Carol Moller Had a Special Bond with Hagerstown
- Study Gauges Impact of Civil War Heritage Area
- Vaccine Rollout Continues in Washington County
- Commissioner Seeks County Ethics Review of Restaurant Relief
- Hogan's Budget Reflects Brighter Outlook Than Expected
- Hagerstown Talks Expanding City's Civil War Heritage Area
- WDVN Returning to Antietam Cable

- Washington County Commissioners Urge Vaccines for Older People
- Hagerstown Approves 2021 Event Street Closures
- First Wave of WCPS Employees Receive COVID-19 Vaccine

### **This Week's Video Projects**

- Mayor & Council Regular Session
- City Park Train Hub Video Post Production
- "State of the City" Video Meeting

### **Channel 25 Hub City Now Programming:**

- Mayor & City Council Meeting
- Meritus/"The Flip Side" Vaccine Segments
- "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](http://www.hagerstownmd.org) attracted 10,116 user visits for the week of January 18-24, 2021.
- The most popular top entrances (the first page users accessed on the website):
  - Home Page 2,291
  - Utility Billing Page 1,160
  - Civic Alerts Page 434
  - Collection-Schedules-Zones Page 305
  - Hub City 100-Miler Page 187
  - Police Page 166
  - Bids Page 162
  - Hager House Page 124
  - Trash & Recycling Page 110
  - Firefighters Page 108
- Top Searches:
  - "Pay my bill"
  - "Residential trash"
  - "When should I set out trash/recycling/yard waste for collection?"
  - "Trash"
  - "Pay bill"

## **DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT**

**Hagerstown Youth Advisory Council (HYAC).** The Hagerstown Youth Advisory Council met on January 25th to discuss their upcoming presentation to Mayor and City Council and other community initiatives.

**Main Street Hagerstown.** Main Street Hagerstown has been given notice to anticipate grant funding from the MDSEI grant. Applications to collect information opened at 8 a.m. on Thursday and, so far, eight applications have been received. These funds will be distributed on a rolling basis until allocated program funds have been dispersed into the designated district or until June 1, 2021. The grant can fund eligible expenses and purchases made from January 1, 2021 to June 1, 2021. The grant, with a maximum funding amount of \$5,000/business, will be administered to businesses in order to assist in the ability to sustain, adjust, and bolster their day-to-day operations as well as operations that continue to be adjusted to address COVID-19 restrictions and prevention methods. For more information or to download the application visit the DCED or Main Street Hagerstown Facebook pages or the City's website:

<https://www.hagerstownmd.org/1528/Main-Street-Business-Stabilization-Grant>

**Community Events/Farmers Market.** Staff have been attending virtual meetings with Washington County Agriculture Business Specialist, Leslie Hart, and farmers market managers from across the State to learn more about the statewide Maryland Market Money Program.

## PARKS & ENGINEERING

### ENGINEERING DIVISION

1. **Storm Water Protection Program.** We received upwards of 40 calls this week regarding the “educational” pieces we mailed to property owners. We are seeing patterns in their feedback that will help us improve the program. Staff plans a full presentation on the program at the February 9<sup>th</sup> Work Session.
2. **Municipal Stadium.** Staff met with several parties interested in using the stadium in 2021. We will report to Council on February 16<sup>th</sup>. We also did some preliminary work on an indoor soccer facility concept.
3. **UIP Plaza.** After two years of effort, we have verbal approval from the State for the use of the paper alley just west of District Court. We anticipate receiving the signed documents in the next two weeks.
4. **Engineering Statistics**

Description	Week of 1/24/21	Calendar Year 2021 TOTALS
Traffic complaints received	7	9
Work Orders completed	4	6
Traffic counts completed	0	0
Construction Projects		
Description	Week of 1/24/21	Calendar Year 2021 TOTALS
Projects advertised for bids	0	13
RFP's Advertised	0	2
Projects under construction	9	10
Projects completed	0	0

### PARKS DIVISION

1. **2021 Hub City 100 Miler.** Over 1,300 people are now registered for the 8<sup>th</sup> Annual Hub City 100 Miler. Registration closes January 31, 2021.
2. **Hager House.** Staff met with the new administrative staff of the Washington County Historical Society and plans are underway for a Living History Outdoor event on May 22, 2021 at the Hager House.
3. **Virtual Programs**
  - Belly Dance (hybrid class), Mondays at 7 p.m.
  - Dance Fitness, Mondays at 6 p.m.
  - Yoga for Weight Loss, Mondays and Wednesdays at 5:30 p.m.
  - Yoga to Relax and Renew, Tuesdays at 6 p.m.
  - Strength Training, Thursdays at 6 p.m.
  - Square Dancing, Thursdays at 7 p.m.
4. **Golf Course**
  - Two year sponsorships for tee markers and scorecards are current available. If interested in being a sponsor, please contact 301.739.8577, Ext. 180.

- The 2021 Par Fore Pink is scheduled for October 1, 2021. Last year the Tournament, in partnership with Verstandig Media, raised over \$6,500 to benefit Breast Cancer Awareness of Cumberland Valley.



Golf Course	1/21/20–1/27/20	1/21/21 -1/27/21
# of Golfers	35	65
Total Revenue (golf, merch, concessions, rentals, memberships)	\$1,954	\$1,259

**PLANNING & CODE ADMINISTRATION**

**New Development Cases:**

- 790 Wesel Boulevard – NP Hagerstown Industrial LLC – site plan for 215,280 square-foot warehouse/office building. This is the fourth and last building of the NorthPoint Development project.
- 500 Block Highland Way – City of Hagerstown – site plan for City Park Train Hub and Softball Restrooms.
- Burhans Village – Burhans Village LLC – final plat for 54 townhouse lots.
- Hager’s Crossing (Phase 2B-7) – final plat for 42 lots.

**Planning Commission:** The Planning Commission considered these matters on January 27:

- Hillside Manor (1087 Klick Way and 1008 Brill Way) – approved a replat of these lots.
- 1329 Pennsylvania Avenue – Barbara Bacon – tabled a waiver request to the buffer requirement for a fence.
- City Chapel – 227 East Washington Street – approved the church’s request for another 180-day extension of the minor site plan approval.
- 410-412 Wyoming Avenue – Commission members recommended against the possibility of waivers to subdivide this property resulting in a two-unit building having only alley frontage.

**Weekly Activity Report:** January 18–22, 2021

<b>PERMITS</b>								
<b><u>TYPE</u></b>	<b><u>NUMBER OF NEW APPLICATIONS</u></b>							<b><u>NUMBER ISSUED</u></b>
Building	9	Residential -	4	Commercial -	4	Other -	1	4
Electric	10	Residential -	3	Commercial -	7	Other -	0	7
Plumbing	9	Residential -	8	Commercial -	1	Other -	0	5
Mechanical	3	Residential -	1	Commercial -	2	Other -	0	3
Engineering Dept.	14							12
<b>TOTAL</b>	45		16		14		1	31

<b>Est. Value of Issued Building Permit Projects:</b>		<b>FY21 Fiscal Year Totals:</b>
Residential	\$ 271,000.00	\$ 18,887,563.00
Commercial	\$ 5,016,146.00	\$ 67,584,656.00
Apartment	\$ 20,000.00	\$ 711,500.00
Sign	\$ 0.00	\$ 81,718.00
<b>TOTAL</b>	<b>\$ 5,307,146.00</b>	<b>\$ 87,265,437.00</b>

**Projects of Interest**

- Construct detached garage with living space and enclosed deck for three-season room at 1003 The Terrace - \$245,000
- Installation of storage racks at 1115 Wesel Boulevard - \$4,996,194

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

	<b>PROPERTIES</b>	<b>UNITS</b>
Registrations received week of Jan 18 – Jan 22	1	2
New applications issued week of Jan 18 – Jan 22	2	2
Total 2020-2021 registered (includes additions and subtractions since 6/8/20)	3,767	9,537
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	\$ 150
Weekly adjustment/credits	\$ 0

**INSPECTIONS**

<b>TYPE</b>	<b>NUMBER CONDUCTED</b>
Building	44
Electrical	24
Plumbing	34
Mechanical	8
Safety	5
Neighborhood Vitality	10
Quality of Life	6
Preventive Maintenance	6
Planning & Zoning	4

**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.

	Examples: Uses not permitted in property's zone, construction of new facilities, follow up inspections on open violations.
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**POLICE DEPARTMENT**

**STATS**

Calls for Service:	1,145	Field Interviews:	19
Arrests/Warrants Served:	11	Moving Violations:	19
Domestic Violence Calls:	20	Safety Repair Orders:	46
DUI Arrests:	0	Warnings:	46
Reports Filed:	87		

**REPORTS**

**01/21/21:** Officer Williamson was dispatched to the Dollar Tree on Maryland Avenue for a report of an undesirable male. The caller advised the male was sitting in front of the store asking people for money and yelling at them. The officer questioned the male as to why he was seated outside the store. He advised he was waiting for the bus. The officer stated to the male that he was not in a bus pick-up zone. The officer asked the male for his name and identification however the male gave several different names but had no identification for either name. The officer advised the male he needed to move or he would be arrested for trespassing private property. The male became belligerent, laid flat on his stomach and refused to leave the area. The male was arrested and transported to Central Booking.

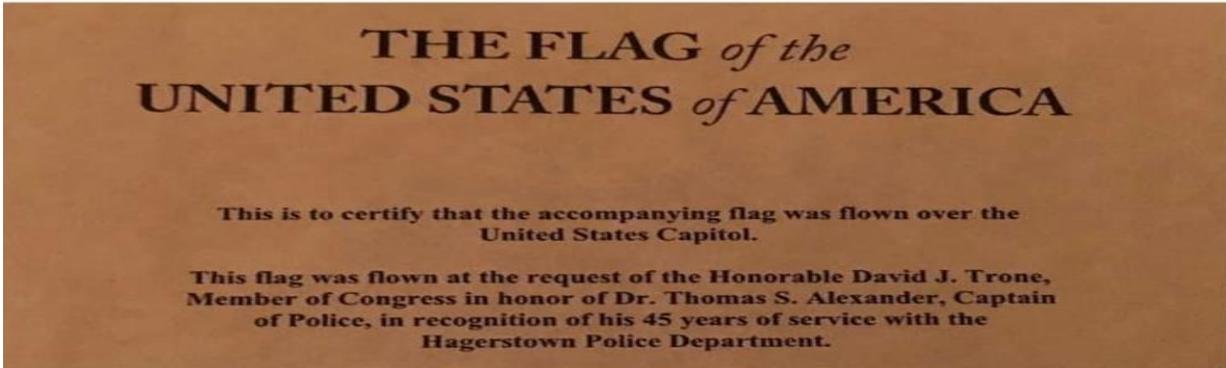
**01/22/21:** Officer StClair and Officer M. Hill responded to East Franklin Street in reference to a burglary in progress. The officers met with the property manager and he stated that a contractor was at the property earlier in the day and reported the back door had been forced open. The manager also pointed out there is a posted sign that reads, "No Trespassing." As the manager was speaking with the officers, two subjects fled the building. The officers engaged in a foot pursuit and both individuals were apprehended. The one individual was in possession of drug paraphernalia and what appeared to be Fentanyl, which is a controlled dangerous substance. The suspects were charged with Burglary, Trespassing Private Property and related drug charges.

**01/23/21:** Officer Zupan was dispatched to East Franklin Street for the report of shots fired. When the officer approached the scene there was an individual waving him down. That male was the victim and stated someone had shot at him. He further explained he was visiting someone on Franklin Street and was getting ready to leave. He was ready to get on his bike when an unknown person came out of a residence and took his bike and carried it inside the residence. The victim began knocking on the door in an effort to retrieve his bicycle. Two males exited the residence and one male chased the victim with a bat and the other male had a handgun and fired at the victim three times. The two unknown males were not located. There was a witness that gave the same report as the victim. No further details are available at this time.

**01/25/21:** Officer Reese met with an individual who contacted HPD in reference to a theft. The victim explained that she has noticed some of her jewelry missing over the course of the year. She advised that there is a person that the victim allows to stay occasionally at her residence and she has a drug problem. The victim is suspicious that she may be the person taking her jewelry. Detective Brashears, who is a certified RAPIDS Operator, searched the RAPIDS System for the missing jewelry. In the RAPIDS System the person of interest did indeed pawn some jewelry in Frederick, Maryland. It appears this jewelry matches the descriptions of the missing jewelry. The victim and the detective will travel to Frederick to identify the pawned jewelry. No further details are available.

**OTHER NEWS/INFORMATION**

**Congratulations to Captain Thomas Alexander.** Here is a recent comment that was posted on Facebook from Mayor Emily Keller, "Recently Lieutenant Woodring of the Hagerstown Police Department contacted Congressman David Trone to authorize a flag to be flown over the United States Capitol in recognition of Captain Thomas Alexander's 45 years of service (and counting) with HPD. How lucky are we to have such caring people and leaders in our community! Thank you for this kind gesture, for both of your services and for our Congressman's support to make this happen."



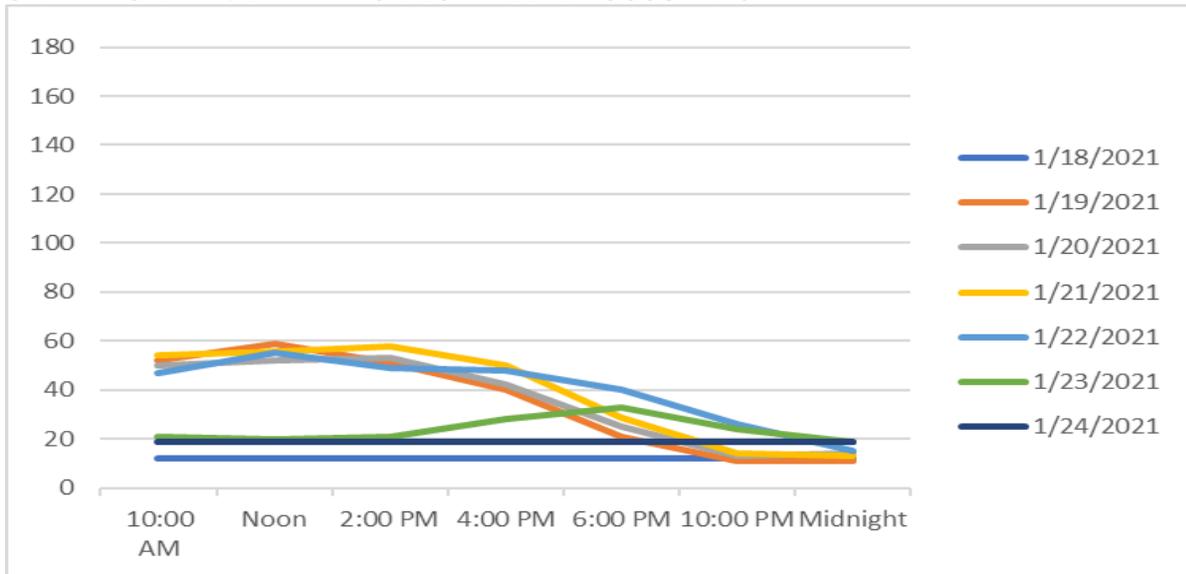
Captain Alexander began his law enforcement career in July of 1975 when he was hired by the Hagerstown Police Department. He is now celebrating his 45<sup>th</sup> year of service to the City of Hagerstown. His years of experience and expertise have brought much integrity to this local law enforcement agency. His longevity speaks well of his commitment to law enforcement and HPD is privileged to have such a dedicated Captain of Police. We wish him well as he moves forward into his 46<sup>th</sup> year of law enforcement. Congratulations Captain!

**PUBLIC WORKS**

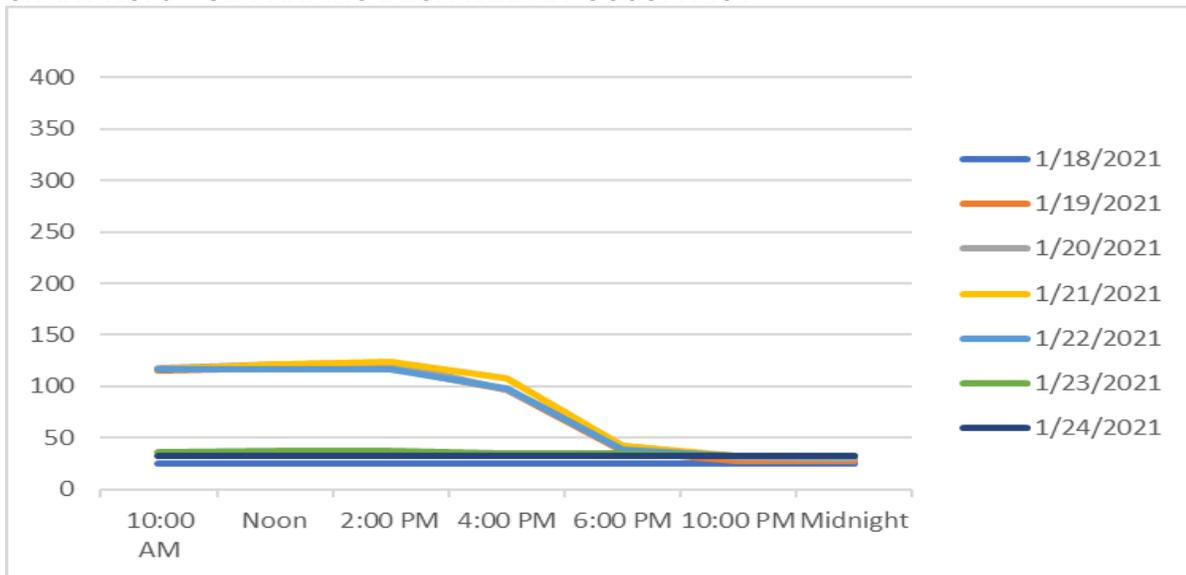
**CHART NO. 1 – GENERAL PARKING SYSTEM DATA**

		<b>Current Week</b>	<b>Previous Week</b>
<b>Number of Permit Holders</b>	A & E Deck	115	114
	University District Deck	237	236
<b>Number of Student Permits</b>	Central, Market, Rochester Lots	21	21
<b>Number of Patrons Using Decks</b>	A & E Deck	603	846
	University District Deck	625	810
<b>Number of Citations Issued</b>	(Includes Warnings)	275	343
<b>Late Payment Notifications</b>			16
<b>Peak Occupancy (%)</b>	A & E Deck	32%	42%
		Tue @ Noon	Thur @ Noon
<b>Peak Occupancy (%)</b>	University District Deck	29%	32%
		Thur @ 2 PM	Thur @ 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	0	1
Fire	1	2
Human Resources	0	1
Light	1	0
Parks & Engineering	4	1
Police	9	8
Public Works	7	1
Wastewater	1	0
Water	3	2
<b>Weekly Totals</b>	<b>26</b>	<b>16</b>
<b>Yearly Total</b>	<b>73</b>	

**AFTER HOUR CALL BACKS**

Monday, January 18, 2021 @ 6:30 PM: The tenants at 11850 Indian Lane reported their furnace had stopped running. Attempts on their behalf failed to keep the oil-fired furnace lit. Beaver Mechanical made the repair by clearing the main burner nozzle.

Saturday, January 23, 2021 @ 8:30 AM: Staff were unable to clock in using the phone system at the Market House. A visit was made to determine if this could be resolved and to complete a general overview of the Market on Saturday.

Sunday, January 24, 2021 @ 11:30 AM: It was reported that the northbound facing traffic signal at Virginia Avenue and Wilson Boulevard was showing both a green light and a red light at the same. This is an exceedingly rare incident that most signal technicians have never seen. The signal continued to operate as normal for all directions of traffic. For the northbound traffic, the red light simply never went off. A technician was called in and found a load switch had failed. The switch was replaced the signal returned to normal operations.



## UTILITIES DEPARTMENT

### ELECTRIC DIVISION

#### Service Calls

- Mon. 1/25 - 19 East Baltimore Street. Lines down; lines were found to be fiber optic cable. Time Out: 18.0-18.7
- Wed. 1/27 - 207 North Canon Avenue. Total outage; a transformer fuse operated. Time Out: 21.0-22.0

#### Distribution

- Crews continue to perform make ready work for Point Broadband.
- Crews are working toward completion of streetlighting repairs along Woodlands Run.

#### 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.
- Engineering staff performed Infrared scans of overhead utility facilities in response to an RF complaint by a resident. The investigation led to the possibility of a failing device which the HLD has scheduled to replace.

**WASTEWATER DIVISION**

**Wastewater Treatment Plant at Frederick Street**

Date	Flow (mgd)	Rainfall (inches)
Wednesday, January 20, 2021	6.16	0.00
Thursday, January 21, 2021	6.44	0.00
Friday, January 22, 2021	6.14	0.00
Saturday, January 23, 2021	5.84	0.00
Sunday, January 24, 2021	5.76	0.00
Monday, January 25, 2021	5.94	0.02
Tuesday, January 26, 2021	5.96	0.07
Weekly – Avg. Flow / Total Rainfall	6.03	0.09
Jan - Avg. Flow/Total Rainfall	6.93	1.17

**Miscellaneous**

- Troubleshooting: loss of SCADA in areas of plant.
- Completed power and control wiring for new Auma actuator on #1 UV influent gate.
- Exercised valves and isolated potable water lines in preparation of repairing a leak on 6” main line.
- Routine MVP Plant Work orders & Corrective Work orders.

**Wastewater Collection**

**Collection System Maintenance Tasks**

- Grinder pump call, 1630 Kensington Drive, broken discharge, excavated broken discharge and repaired.
- Grinder pump call, 1760 Dual Highway, Shell Station, private grinder pump.
- Grinder pump call, 11314 Eastwood Drive, reset HOA.
- Sewer backup, 123 Dartmouth Drive, problem on the private side.
- Sewer backup, 36 Elizabeth Street, problem on the private side.
- Completed manhole surveys in District #16 & 18, for new manholes not in our data base.
- Worked on making new pigtailed for grinder pumps.
- Completed manhole inspections in Districts #5, 6, 17, 14, 18, 31 and 37.
- Worked on final prepping for emergency generators, running conduit, etc.
- General pump shop repair work.
- Flushed trouble spots.

**Administration**

Wastewater Division – Customer Call Log Summary 2021							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	4	2	0	0	0	3	9
<b>YTD 2021</b>	<b>15</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12</b>	<b>33</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)**

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
01/21/21	11.01		11.01
01/22/21	10.88		10.88
01/23/21	10.59		10.59
01/24/21	10.53		10.53
01/25/21	10.84		10.84
01/26/21	10.63		10.63
01/27/21	11.06		11.06
<i>Average</i>			<i>10.79</i>

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

- Staff worked on facility maintenance and routine preventative maintenance
- Staff replaced lab ceiling fixtures at RC Willson.
- Staff installed UPS communications tower at RC Willson.
- Staff replaced pump 3-hour meter at Pump Station #6.
- Staff placed Pump Station #3 back into normal operation.
- Hypo systems reworked and readied for pump stations.

**Water Production at Breichner / Edgemont Reservoir.** The Edgemont Reservoir pool elevation is currently at 2.58 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.
- Installed 4" double-detector check on First Street.
- Installed new fire hydrant and valving on North Avenue.
- Drained Henson Tank and Showalter Tank.

**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	7	5

- Review Site Plan and City Permit drawings.
- Construction inspection and acceptance testing of ongoing construction projects.
- Updating GIS mapping.
- Conducting hydrant flow tests as requested from contractors/developers.



Respectfully submitted,

Scott A. Nicewarner  
City Administrator