

CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 5 FOR 2021



February 5, 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>.

FEBRUARY 2021						
<i>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</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 HOLIDAY CITY OFFICES CLOSED	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:

- Warming Centers Open in Hagerstown
- Meritus, County Raise Concerns About Hagerstown Annexation Plan
- After a Month, No Sign of Resolution in WDVM, Antietam Dispute
- Employment Still High in Washington County, Hagerstown
- Patriotic Artist Set to Bring Traveling Art Installation to Hagerstown
- Hagerstown Receives Two Indoor Sports Complex Proposals, But Costs Prohibitive
- Costs a Concern for Hagerstown Council on Indoor Sports Complex Idea
- Press Release (Joint Release with County): Warming Centers
- Press Release: Keep Exploring Yourself and Unlocking Resilience Grand Openings
- Traffic Advisory: South Potomac Street

This Week's Video Projects:

- Mayor & City Council Work Session
- "State of the City" Video Scheduling
- "State of the City" Video Shooting

Channel 25 Hub City Now Programming:

- "See Something, Send Something" App Video
- "Open For Business" Video
- "Council WRap" Segment
- The Fit Room :30 Spot
- Mayor & City Council Meeting—Thursday at 7pm, Saturday at 9am, and Sunday at 9am & 3pm
- MTA Commuter Connection

City Website:

- www.hagerstownmd.org attracted 8,421 user visits for the week of January 28 – February 3, 2021.
- The most popular top entrances (the first page users accessed on the website):
 - Home Page 2,288
 - Utility Billing Page 898
 - Jobs Page 293
 - Hub City 100-Miler Page 258
 - Police Page 238
 - Firefighters Page 110
 - Parks & Recreation Page 105
 - Bids Page 92
 - Fit For You Page 72
 - Water Division Page 69
- Top Searches:
 - "True"
 - "Jobs"
 - "Online billing payment – Munis link"
 - "Citizen self service – pay fees"
 - "Christopher Turner"

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

Main Street. DCED has received a total of 25 applications for the Main Street Business Stabilization Grant since the program opened last Thursday, January 28. Main Street Hagerstown was been given notice to anticipate grant funding from the MDSERI grant. 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>

Business Development Update. Economic Development staff participated in the following this week:

- Washington County, MD Community Coalition's Virtual Day In Annapolis
- Weekly Business Recovery Partners Team
- Reopen Washington County Stakeholders Meeting

PARKS & ENGINEERING

ENGINEERING DIVISION

1. **UIP.** It seems all the many pieces are finally falling into place. We plan to advertise the contract for Phase 2 of the Cultural Trail and UIP Plaza on February 24th. The City Engineer will update the Mayor & Council on February 16th on all the components that must be completed.
2. **Tree Contract.** The contractor has completed trees in Hager Park, Pangborn Park, and Fairground Park (except the black gum will be planted in the Spring) and they are currently planting approximately 60 trees on various streets.
3. **GIS.** Staff will be interviewing candidates for our GIS Coordinator. The former position was vacated in March and we look forward to moving this program forward in many ways.
4. **Franklin Street Murals.** Staff repaired the two panels recently vandalized.
5. **Engineering Statistics**

Description	Week of 1/31/21	Calendar Year 2021 TOTALS
Traffic complaints received	2	11
Work Orders completed	1	7
Traffic counts completed	0	0
Construction Projects		
Description	Week of 1/31/21	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. **Snow Removal.** This week our crews were busy clearing snow multiple times.
2. **Program Open Space.** Staff presented our funding requests to the County Parks Board. They had \$1.5 Million in requests for \$750,000 in funds.
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.
 - Virtual Gymnastics, Saturdays at 7 p.m.; Sundays at 10:45 a.m.
4. **Golf Course.** Staff continues to recruit advertisers for tee markers and scorecards. A new scorecard will be produced and printed for the 2021/2022 golf seasons by end of March.

Golf Course	1/28/20–2/3/20	1/28/21 -2/3/21
# of Golfers	135	12
Total Revenue (golf, merch, concessions, rentals, memberships)	\$1,678	\$409

PLANNING & CODE ADMINISTRATION

New Development Cases:

- 151 South Potomac Street – Hub Bubbles – minor site plan for parking lot improvements.

Planning Commission: The Planning Commission is scheduled to review these matters on February 10:

- 43-45 West Washington Street – Hager5, LLC – final plat.
- 1329 Pennsylvania Avenue – Barbara Bacon – waiver request to the buffer requirement for a fence (tabled at the last meeting).

Historic District Commission: The HDC took the following action at its January 28 meeting:

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

Commission members will be reviewing these cases on February 11:

- 45 West Washington Street – City of Hagerstown – street wall.
- 202 South Prospect Street – Sarah Perrie – fence.
- 14 North Potomac Street (Rear) – Maryland Watch Works – awning.
- 151 South Potomac Street – Hub Bubbles – signage.

Weekly Activity Report: January 25–29, 2021

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	11	Residential -	6	Commercial -	4	Other -	1	4
Electric	5	Residential -	3	Commercial -	2	Other -	0	8
Plumbing	4	Residential -	2	Commercial -	2	Other -	0	8
Mechanical	4	Residential -	3	Commercial -	1	Other -	0	3
Engineering Dept.	5							8
TOTAL	29		14		9		1	31
<u>Est. Value of Issued Building Permit Projects:</u>				<u>FY21 Fiscal Year Totals:</u>				
Residential				\$ 217,278.00				\$ 19,104,841.00
Commercial				\$ 3,585,000.00				\$ 71,169,656.00
Apartment				\$ 0.00				\$ 711,500.00
Sign				\$ 0.00				\$ 81,718.00
TOTAL				\$ 3,802,278.00				\$ 91,067,715.00
<u>Projects of Interest</u>								
- Tenant improvements for Herbalife at 1050 Wesel Boulevard - \$2,500,000								
- Enlarging a masonry opening and MEP construction for greenhouse at 560 Western Maryland Parkway - \$1,085,000								
- Repairs to existing single-family home due to a fire at 249 Daycotah Avenue - \$200,000								
<u>RENTAL LICENSING PROGRAM YEAR: JULY 1, 2020 – JUNE 30, 2021</u>								
					<u>PROPERTIES</u>			<u>UNITS</u>
Registrations received week of Jan 25 – Jan 29					5			6
New applications issued week of Jan 25 – Jan 29					2			2
Total 2020-2021 registered (includes additions and subtractions since 6/8/20)					3,772			9,543
Percentage of rental license renewals that have registered for the 2020-2021 license year					99.0%			99.0%
<u>Notes:</u> The 2020-2021 rental license renewals for 9,722 units in 3,872 properties were mailed on June 9, 2020.								
<u>PAYMENT</u>								
Weekly payment received		\$ 450						
Weekly adjustment/credits		\$ 225						

INSPECTIONS	
TYPE	NUMBER CONDUCTED
Building	41
Electrical	21
Plumbing	29
Mechanical	10
Safety	4
Neighborhood Vitality	19
Quality of Life	16
Preventive Maintenance	0
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:	1,359	Field Interviews:	20
Arrests/Warrants Served:	17	Moving Violations:	18
Domestic Violence Calls:	17	Safety Repair Orders:	0
DUI Arrests:	1	Warnings:	14
Reports Filed:	89		

REPORTS

01/28/21: HPD received an email complaint in regards to a package theft which occurred on Reynolds Avenue. The victim stated she received notification that her package had been delivered, however when she returned home the package was not on the front porch. The victim further advised she checked her Ring camera and observed a male on a bicycle approach her porch. The camera caught the individual leaving approximately 14 minutes later. The camera captured a clear picture of the possible suspect, however due to the suspect wearing a face mask, police have not been able to identify the suspect. No further details are available.

02/29/21: Officer K. Hill made contact with a citizen who resides on Outer Drive in regards to her vehicle being stolen. The theft of the 2016 white Hyundai occurred sometime between 10 p.m. January 28, 2021 and 10 a.m. January 29, 2021. The officer conducted a MVA check and the vehicle did indeed belong to the victim. The victim further stated she feels very foolish since she left the vehicle unsecured and the keys in the console. There were no cameras in the area. This vehicle has been entered into NCIC as stolen.

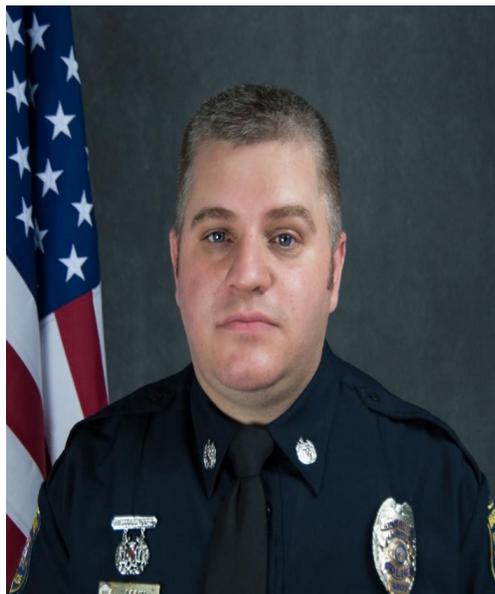
01/30/20: Officer Nichols was dispatched to Willow Tree Counseling at Public Square for a reported burglary. It should be noted the caller believed she passed the suspect on her way into the office. The suspect is described as a white male in his 20's, wearing all black, carrying two white bags and what she believed to be the heating pad from her office. The main entrance to the building does not require a code to enter and the Willow Tree Counseling office suite showed no signs of forced entry. The office had been rummaged through, however nothing of value was taken except a heating pad. The cleaning lady was contacted and she was certain she secured the office when she left the building. No further details are available.

01/31/21: Officers responded to Crown Hotel on Summit Avenue for a report of a disturbance. The owner of the hotel stated that a male and female were causing a disturbance and he wanted them removed from the property. He requested a stand by while the couple gathered their belongings. The couple did have a month's lease at the hotel, however the lease expired at 11 a.m. on 1/31/21. The time of this incident occurred at 11:03 a.m. The couple became abusive to the officers and yelled obscenities to them. The female assaulted Officer Cramer by kicking him in the leg. It should be noted the male had a bleeding wound on his wrist and both the male and female were highly intoxicated. The male refused treatment for his wrist, however both were transported to Mertius Medical Center due to their level of intoxication. Sergeant Lucas will be charging them by application. No further details are available

PRESS RELEASES

On January 30, 2021 at approximately 4:40 a.m., officers responded to 931 Dual Highway at the Plaza Inn and Suites for a reported shooting that occurred in the rear parking lot. On arrival officers located Roderick Rashan White, age 40 of Greensboro, NC, deceased from an apparent gunshot wound. Detectives arrived to investigate and the Western Maryland Crime Lab responded to process the crime scene. This is an active investigation and there is no further information to release at this time. Anyone with information about this incident is asked to contact Det. Brashears at kbrashears@hagerstownpd.org or 301-790-3700 ext. 238

OTHER NEWS/INFORMATION



Congratulations to Officer Andrew Main. Officer First Class Andrew Main has been selected as Officer of the Month for November 2020. Officer Main has been employed by the City of Hagerstown for five years and is currently assigned to the Patrol Division.

In November, officers responded to a shooting. A suspect vehicle was quickly identified and officers were able to utilize the City surveillance camera system to track its last known direction of travel after leaving the scene of the shooting. Officers searched the area but were unable to locate the vehicle.

After getting off work on the day of the shooting, Officer Main drove to the general vicinity of town where the suspect vehicle was last seen and began searching surrounding streets for the vehicle. Officer Main eventually located the suspect vehicle parked unoccupied on a side street and notified other officers. Other officers arrived and eventually located the suspect returning to the vehicle. Due to Officer Main's tenacity in looking for the vehicle prior to going home for the day, the suspect was

located and taken into custody without incident and items of evidentiary value were located.

Based on Officer Main going above and beyond the call of duty and going out of his way to look for the vehicle prior to returning home at the end of his work day, he has been selected as the Hagerstown Police Department Officer of the Month for November 2020. The Hagerstown Police Department is proud to have dedicated officers such as Officer First Class Andrew Main as one of its own and congratulates him for a job well done.

PUBLIC WORKS

CHART NO. 1 – GENERAL PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	116	115
	University District Deck	238	237
Number of Student Permits	Central, Market, Rochester Lots	21	21
Number of Patrons Using Decks	A & E Deck	893	603
	University District Deck	815	625
Number of Citations Issued	(Includes Warnings)	263	275
Late Payment Notifications		NA	0
Peak Occupancy (%)	A & E Deck	45% Fri @ Noon and Sat @ 6 PM	32% Tue @ Noon
	University District Deck	31% Wed @ 10 AM	29% Thur @ 2 PM

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

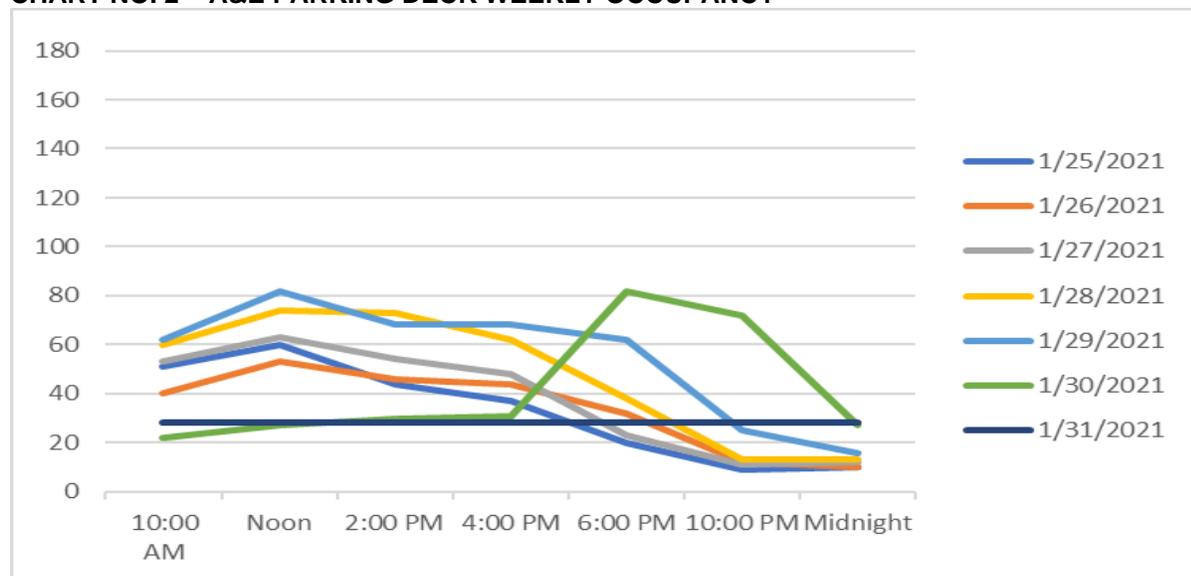
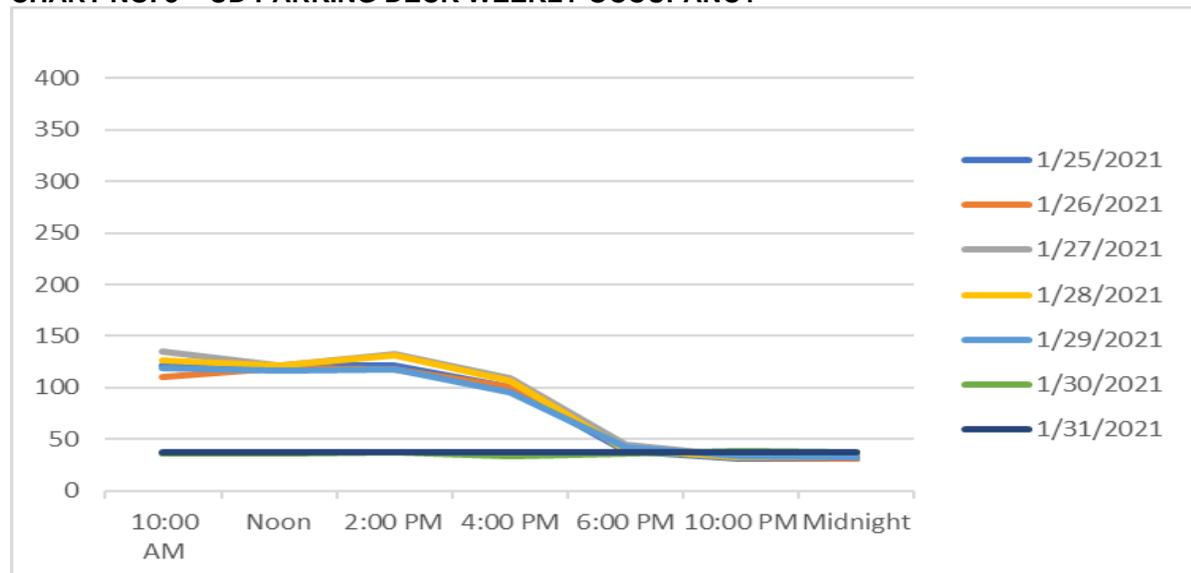


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	0
Fire	0	1
Human Resources	0	0
Light	1	1
Parks & Engineering	0	4
Police	8	9
Public Works	3	7
Wastewater	2	1
Water	3	3
Weekly Totals	17	26
Yearly Total	90	

AFTER HOUR CALL BACKS. There were no call backs during this time frame.

WINTER STORM NO. 5. Ice and snow arrived late Monday night of the 25th. Crews starting addressing the snow issues around 7 p.m. and working into the next day to clear the streets.

STREET SWEEPING DATA

Month 2021	Number of Miles of Streets Swept
January	716
Total Miles Swept for 2021	716

BULK TRASH COLLECTIONS

Month for 2021	Number of Collections
January	25
Total Bulk Trash Collections for 2021	25

PROPERTY ABATEMENTS COMPLETED

Month for 2021	Number of Property Abatements
January	7
Total Abatements by PW for 2021	7

BOY SCOUT SERVICE PROJECT. Public Works was recently contacted by Aaron House and Boy Scout Troop 66. The troop wished to complete a service project to keep the boys engaged in scouting during the winter months. The selected project was trash collection along Garland Groh Blvd. where there is always trash. Public Works provided trash bags, trash pickers (the mechanical pinchers) and safety vests. The service project was completed on Saturday, January 30th. They did a great job collecting 16 bags of trash!



UTILITIES DEPARTMENT

ELECTRIC DIVISION

Service Calls:

- Sat. 1/30 - 105 East Franklin Street – reconnection of service for a new occupant.
Time Out: 11.0-11.7
- 709 South Potomac Street – total outage; tree on wires. Time Out: 17.8-19.8
- 709 South Potomac Street – total outage; repairs were made to open-wire service.
Time Out: 20.0-21.2

Distribution HLD Distribution recap for 2020:

- Line crews trimmed 69 trees.
- Contractors trimmed a combined 645 trees and removed 1 tree.
- Responded to 4,396 Miss Utility locates.
- Replaced or installed 36 new utility poles.
- Assisted Verizon with 7 pole replacements.
- Inspected a combination of 897 individual items such as poles, transformers, switches, and other facilities.
- Performed 101 service upgrades/installations, both residential and commercial.
- Responded to 200 after-hours calls for service.
- Completed more than 92 after-hours reconnections.
- Read approximately 17,000 meters each month, or approximately 228,000 reads per year.
- Repaired 726 streetlights.

Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- The Staff Engineer continued work on SCADA communication challenges.
- The Engineering designer continued work with Point Broadband to accommodate their field work.
- The Staff Engineer began design on 34.5kV facilities to a new industrial facility along Wesel Boulevard.
- Engineering staff released bids to HLD's vendors for stock materials used in the construction and maintenance of HLD's electric system.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (iches)
Wednesday, January 27, 2021	6.00	0.00
Thursday, January 28, 2021	6.06	0.00
Friday, January 29, 2021	5.67	0.00
Saturday, January 30, 2021	5.42	0.00
Sunday, January 31, 2021	5.61	0.19
Monday, February 1, 2021	5.59	0.11
Tuesday, February 2, 2021	5.99	0.13
Weekly – Avg. Flow / Total Rainfall	5.76	0.43
Jan - Avg. Flow/Total Rainfall	6.74	1.17
Feb - Avg. Flow/Total Rainfall	5.79	0.24

- Rebuilt front differential on New Holland tractor.
- Snow removal.
- Repaired leak on hydronic heat line.
- Repaired leak on potable water line in basement.
- 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	632.5	270.5	16
Flushing	Trouble spots			

Collection System Maintenance Tasks

- Sewer backup, 312 South Potomac Street, on the private side.
- Sewer backup, 232 North Potomac Street, private side, Brian met with plumber.
- Sewer backup, 428 Virginia Avenue, cleaned manhole and flushed lateral.
- Sewer backup, 439 South Burhans Boulevard, problem on the private side.
- Sewer backup, 841 Guilford Avenue, problem on the private side.
- Sewer backup, 1046 Dual place, problem on the private side.
- Grinder pump, 11111 Pinewood Circle, reset smart switch.
- Grinder pump, 20011 Cherry Hill Circle, broken LPM, excavated and repaired.
- General pump shop repair work.
- Ran all generators and portable pumps at Pole Building.
- Continued manhole inspections in District #36.
- 1146 Rosehill Avenue, excavated and repaired mainline from root intrusion.
- Hauled load of scrap metal to Conservit.
- Hauled in 2 loads stone for inventory.
- Dye test 1537 Broadfording Road.
- Prepped all equipment for upcoming snowstorm.

Administration

Wastewater Division – Customer Call Log Summary 2021							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	2	2	0	0	0	2	6
YTD 2021	17	8	0	0	0	14	39

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
01/28/21	11.04		11.04
01/29/21	10.80		10.80
01/30/21	10.57		10.57
01/31/21	10.40		10.40
02/01/21	10.36		10.36
02/02/21	10.65		10.65
02/03/21	11.07		11.07
Average			10.70

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

- Staff worked on facility maintenance and routine preventative maintenance.
- Staff worked on repair issues with SCADA server B at R.C. Willson.
- Staff repaired leaking flange at Pump Station #3.
- Staff repaired fiber connection at Park Avenue tank.
- Staff repaired pump #1 motor control at Pump Station #6.
- Staff completed snow removal at all pump stations.

Water Production at Breichner / Edgemont Reservoir. The Edgemont Reservoir pool elevation is currently at 2.73 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 leak on Fountain Head Road.
- Crews completed installation of new fire hydrant and valving on North Avenue.
- Crews assisted Public Works Division with snow removal and plowing.

Laboratory

- Process and regulatory testing were routine for the week.

Engineering

Reviews:	<u>City</u>	<u>County</u>
Site Plans	2	1
Preliminary Plats	-	-
Final Plats	2	-
Replat	-	-
Grading Plan	-	-
Development Plan	-	-
Building Permits	7	0

- Updating GIS mapping
- Construction Inspection and Quality Assurance testing of ongoing construction projects
- Review of Site Plan and City Permit Drawings
- Completing hydrant flow testing for future projects



Respectfully submitted,

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

Scott A. Nicewarner
City Administrator