

CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 8 FOR 2021



February 26, 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>.

MARCH 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 State of the City No M&C Meeting	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	16 4pm Work Session	17 7pm Board of Zoning Appeals Meeting	18	19	20
21	22	23 7pm Regular Session	24	25 4:30pm Hagerstown Historic District Commission Meeting	26	27
28	29	30 No M&C Meeting	31 7pm Hagerstown Planning Commission Meeting			

COMMUNICATIONS

This Week's Headlines & Media Releases:

- Barbara Ingram Plans Festival for May
- Hagerstown to Vote on \$274K in Pandemic Relief Funds
- City Debates Adding Investors to Nondisclosure Agreement with MD Stadium Authority
- Hagerstown City Hall to Remain Closed to Public Through February
- Hagerstown to Resume Yard Waste Collection on February 28
- Washington County Commissioners Dismiss Meinelschmidt
- Washington County Commissioners Ask Meinelschmidt to Resign; He Declines
- Batter Up! Group Aims to Return Baseball to Municipal Stadium
- Hagerstown Power Outage Affects About 500 Customers
- Hagerstown Light Department Outage Affecting West End, Elsewhere
- Conflict May Go to Court After Commissioners Dismiss Meinelschmidt
- Press Release: City Hall Lobby Closed Through February 28
- Yard Waste Advisory: Collection Resumes February 28

This Week's Video Projects

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

Channel 25 Hub City Now Programming:

- Mayor & City Council Meeting
- Meritus/"The Flip Side" Vaccine Segments
- "Utility Payment Plan" Promo
- Black History Month Tribute to Washington County Athletes
- Symptoms of COVID-19 Informational Video
- "Hub-Bub" Video Podcast
- Stormwater Program Informational Video
- MTA Commuter Connection

City Website:

- www.hagerstownmd.org attracted 11,054 user visits for the week of February 15-21, 2021.
- The most popular top entrances (the first page users accessed on the website):
 - Home Page 2,765
 - Utility Billing Page 1,421
 - Civic Alerts Page 866
 - Collection-Schedules-Zones Page 250
 - Police Page 184
 - Trash & Recycling Page 131
 - Bids Page 122
 - Flying Fitness Page 120
 - Firefighters Page 112
 - Jobs Page 97
- Top Searches:
 - "Pay my bill"
 - "When should I set out trash/recycling/yard waste for collection?"
 - "Residential trash"
 - "True"
 - "Water bill"

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

HYAC: The Hagerstown Youth Advisory Council (HYAC) met this week to discuss their upcoming Earth Day event scheduled for Saturday, April 24, 2021.

Business Development Update: Staff participated in the virtual Maryland Economic Development Association (MEDA) Economic Development Day. Governor Hogan was the keynote speaker and discussed current legislation related to economic development and the status of the State. Senator Bill Ferguson, Senate President; Speaker Adrienne Jones, Speaker of the House; Bryan Simonaire, Senate Minority Leader; and, Senator Kathy Szeliga, House Minority Whip also participated.

Events:

- Staff attended a webinar with Maryland State Arts Council on Equity and Justice.
- Staff are working with several organizations on the planning of upcoming special events, including the Barbara Ingram School of the Arts' street festival in May.

PARKS & ENGINEERING

ENGINEERING DIVISION

1. **Paving.** Now that we have some assurance about the amount of Highway User Funds from the State, we issued a Notice to Proceed to Craig Paving to pave over all or portions of 15 streets in the City. Work will likely begin in a few weeks.
2. **UIP/Cultural Trail.** The contract for the UIP will be advertised this week. The bid opening will be April 6th.
3. **GIS Coordinator.** Jesse Kucenic has accepted the GIS Coordinator position and his anticipated start date is April 12th.
4. **INFRA Grant.** Staff is assisting the State and County to apply for a Federal grant to widen I-81.
5. **Engineering Statistics**

Description	Week of 2/21/21	Calendar Year 2021 TOTALS
Traffic complaints received	2	22
Work Orders completed	1	13
Traffic counts completed	1	1
Construction Projects		
Description	Week of 2/21/21	Calendar Year 2021 TOTALS
Projects advertised for bids	1	0
RFP's Advertised	0	2
Projects under construction	9	10
Projects completed	0	0

PARKS DIVISION

1. **BMX Track.** A preconstruction meeting was held with the contractor to install track lights. The contractor who is raising the turns and constructing retaining walls is also set to start in mid-March.
2. **Community Garden.** All plots have been assigned. Twenty-four of the 26 plots are City residents. Five people are on the waiting list. Parks staff completed some preparations for the season. The pre-season meeting is Saturday, March 6th at 1:30 pm.
3. **Skatepark.** We received five proposals and the Task Force is reviewing and scoring them. The group meets Monday to develop a recommendation for the City Council.
4. **Parks.** We continue to install conduit for the new City Park Christmas light display. Work also continues on refinishing both arches at City Park. Snow removal continued.
5. **City Park Outdoor Movies & Summer Concerts.** Staff is planning six summer concerts and six outdoor movies in the City Park Band Shell this Summer! These outdoor events will span from June to September.

PLANNING & CODE ADMINISTRATION

Zoning Certificates Issued:

- 701 East First Street – Easterseals DC MD VA – adult medical day-care facility.

New Development Cases:

- 733 and 737 Park Road – Curtis Keltner – minor subdivision plat for separation of two dwelling units.

Planning Commission: On February 24 the Planning Commission met to review these matters:

- 740 City Park Drive – City Park Train Hub/Softball Restrooms – approved the site plan.
- Quit Claim Request – Third Street Right-of-Way – voted to forward the request to the Mayor and City Council with a recommendation that the City Attorney be consulted on City liability if the quit claim hinders development of the adjacent Minnich Estates property.
- 1050 Wesel Boulevard – NorthPoint Development – approved the fence waiver, subject to the Zoning Administrator verifying the plan’s intent for a backing material behind the ornamental metal fence.

Board of Zoning Appeals: The Board’s only case on March 17 will be the rescheduled appeal for 31 Belview Avenue pertaining to a variance to locate a storage shed to within one foot of the side property line.

Weekly Activity Report: February 16–19, 2021

PERMITS								
TYPE	NUMBER OF NEW APPLICATIONS							NUMBER ISSUED
Building	14	Residential -	12	Commercial -	2	Other -	0	7
Electric	7	Residential -	4	Commercial -	3	Other -	0	8
Plumbing	7	Residential -	6	Commercial -	1	Other -	0	7
Mechanical	16	Residential -	14	Commercial -	1	Other -	1	17
Engineering Dept.	3							2
TOTAL	47		36		7		1	41
Est. Value of Issued Building Permit Projects:				FY21 Fiscal Year Totals:				
Residential				\$ 367,998.00				\$ 20,898,039.00
Commercial				\$ 121,550.00				\$ 72,169,506.00
Apartment				\$ 0.00				\$ 795,329.00
Sign				\$ 0.00				\$ 136,818.00
TOTAL				\$ 489,548.00				\$ 93,999,692.00
Projects of Interest								
- Construct three single-family homes in Hager’s Crossing - \$315,000								
- Tenant fit-out on second floor at 1800 Dual Highway - \$70,000								
- Tenant fit-out for Royal Nail & Spa at 283 Eastern Boulevard - \$50,000								
RENTAL LICENSING PROGRAM YEAR: JULY 1, 2020 – JUNE 30, 2021								
					PROPERTIES		UNITS	
Registrations received week of Feb 15 – Feb 19					3		8	
New applications issued week of Feb 15 – Feb 19					2		2	
Total 2020-2021 registered (includes additions and subtractions since 6/8/20)					3,780		9,557	
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		\$ 450						
Weekly adjustment/credits		\$ 75						
INSPECTIONS								
TYPE	NUMBER CONDUCTED							
Building	39							
Electrical	46							
Plumbing	26							
Mechanical	12							
Safety	16							
Neighborhood Vitality	19							
Quality of Life	1							
Preventive Maintenance	0							
Planning & Zoning	2							

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:	1,125	Field Interviews:	26
Arrests/Warrants Served:	5	Moving Violations:	12
Domestic Violence Calls:	19	Safety Repair Orders:	0
DUI Arrests:	0	Warnings:	36
Reports Filed:	79		

REPORTS

02/18/21: Officer K. Hill made contact with a citizen who resides on Orchard Drive in Chambersburg, Pennsylvania. She stated she loaned her vehicle to a friend to make a trip to Hagerstown, Maryland. Three days later she received a call from her friend who stated the vehicle had been stolen from some place in Hagerstown. Officers have tried to reach the friend but have not been successful. The vehicle in question is a 2003 Buick Century. The vehicle was entered into NCIC as stolen. No further details are available.

02/19/21: Officer K. Hill made contact with a citizen who resides on South Cannon Street. He was reporting his rear registration plate had been stolen, however the front plate was still attached to the vehicle. The theft took place between February 16-19, 2021. The victim does not have any idea who may have stolen the tag. The vehicle was parked in a rear alley where there are no security cameras. There are no suspects at this time.

02/21/21: Officers responded to Walmart on Garland Groh Boulevard for a report of disorderly conduct. Dispatch advised a white male had shoplifted items and was causing a disturbance in the store. The Loss Prevention employee stated a male entered the store driving an electronic handicap scooter and headed to the electronics department. The male began opening sealed packages. A Walmart staff member stated this male had been issued a No Trespass Letter from Walmart management. It was verified the letter was served on the male on January 8, 2021 by Officer Nichols. The male was issued a Criminal Citation for theft and escorted from Walmart property.

02/22/21: Officer Perez Velez was dispatched to Meritus Medical Center emergency room for a reported stabbing. Dispatched advised the stabbing took place in the parking lot near the Martins Food Store in the 1700 block of Dual Highway. The victim stated she was at the Martin's parking lot to pick up her son from visitation with his grandmother. This is the usual place for the visitation pick up and drop off with the grandmother. On this particular day the grandmother was driving a different vehicle. A female exited the vehicle and attacked the victim with a box cutter. The victim required stitches for the laceration to her hand. It was later learned the female was her son's father's new girlfriend. The officer will be applying for a warrant for the arrest of the suspect. No further details are currently available.

02/23/21: Officer T. Helman received a telephone call from a citizen who advised he has three Econoline vans parked on his property on East Franklin Street. On this date the citizen went to start one of the vans and noticed it was very loud. He then noticed the catalytic converter was missing from the vehicle. He checked the other two vans and they were also missing the catalytic converters. It should be noted it will cost approximately \$1,000 to repair these vehicles. At this time there is no further information available.

OTHER NEWS/INFORMATION

On March 1, 2021 the Patrol Division of the Hagerstown Police Department will implement a new shift rotation. This rotation will afford more manpower on the streets of Hagerstown. The rotation will consist of two, 12-hour days and two, 8-hours days. One shift will work the day time hours and the other shift will work the night time hours. This rotation will take place every 28 days. The Hagerstown Police Department is diligent in finding and implementing new procedures and practices in an effort to keep the citizens of Hagerstown safe.

PUBLIC WORKS

CHART NO. 1 – GENERAL PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	120	120
	University District Deck	239	238
Number of Student Permits	Central, Market, Rochester Lots	30	23
Number of Patrons Using Decks	A & E Deck	777	854
	University District Deck	535	869
Number of Citations Issued	(Includes Warnings)	46	80
Late Payment Notifications		NA	0
Peak Occupancy (%)	A & E Deck	52% Tue @ Noon	54% Fri @ 4 PM
	University District Deck	33% Tue @ 10AM	34% Tue @ 2 PM Fri @10 AM

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

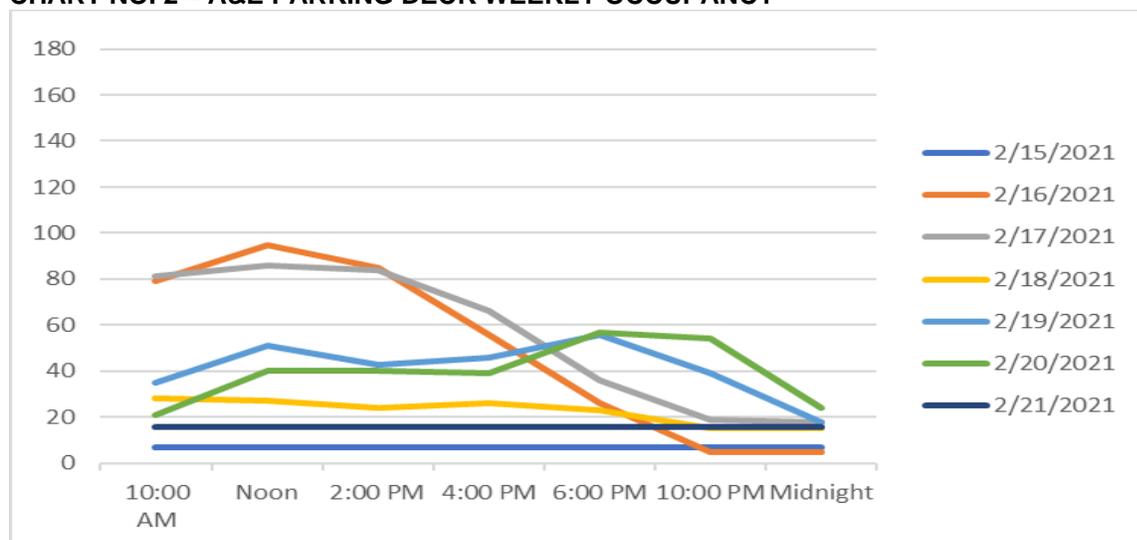
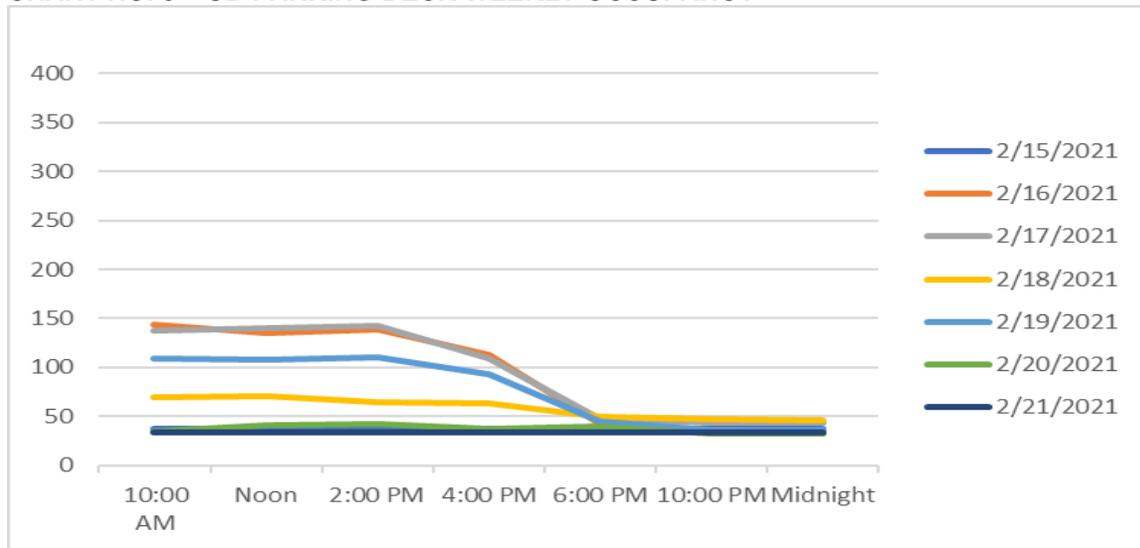


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	0
Fire	0	0
Human Resources	0	0
Light	0	2
Parks & Engineering	1	2
Police	1	6
Public Works	2	3
Wastewater	0	0
Water	1	2
Weekly Totals	5	15
Yearly Total	125	

AFTER HOUR CALL BACKS. There were no after hour call backs this week that were not weather related.

WINTER STORMS #11. Winter storm Viola started to drop snow around 5 a.m. Thursday, February 18th. The storm would bring snow, freezing rain, sleet and a bit of rain. While the overall accumulation only amounted to about 3.6” of total precipitation, it was the length of the storm that created the most issues. Light snow continued through 8:30 AM Friday morning. This always makes it a challenge for manpower operations. It also created the need to use a large amount of road salt to keep the streets useable.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Service Calls

- Sat. 2/20 - Henry Avenue and Murph Avenue – damaged pole; unknown vehicle struck street light pole #2. The light was temporarily removed until replacement a is completed. Time Out: 21.8-22.4

- Tues. 2/23 - Area of Park Circle – numerous outages caused by a failure to our sub-transmission line. Line crews did necessary switching at our substations to restore power. Time Out: 15.5-18.2

- Wed/ 2/24 - 729 Security Road – pole damaged; utility pole was hit by vehicle in accident however, no damages were found to any HLD facilities. Time Out: 17.7-18.5
- 320 Linganore Avenue – house fire; Hagerstown Fire Department requested HLD to disconnect service and remove meter.

Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- The Staff Engineer created a 3D model of new 34.5kV facilities proposed to serve industrial development in the area of HLD’s Wesel Substation.
- Engineering staff applied for quotes and specifications for new proximity voltage detectors used by HLD line crews to determine the status of conductor prior to grounding for de-energized work.
- The Engineering Designer met with multiple agencies and City staff regarding electric utility service throughout the HLD service territory.
- The Staff Engineer reviewed, compiled, and awarded purchase orders for HLD stock material used in the construction and maintenance of the HLD system.
- Outage: On 2/23/2021, the HLD experienced an outage that caused approximately 4800 HLD electric customers to lose service when a static wire located at the top of an HLD 34.5kV subtransmission line failed and dropped through energized facilities. The HLD was able to quickly identify this cause and sectionalize our facilities to return service to all but 530 customers. Those remaining out of service had power restored once the damaged facilities were repaired.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, February 17, 2021	7.52	0.00
Thursday, February 18, 2021	7.27	0.09
Friday, February 19, 2021	6.90	0.26
Saturday, February 20, 2021	6.88	0.00
Sunday, February 21, 2021	6.89	0.00
Monday, February 22, 2021	7.17	0.18
Tuesday, February 23, 2021	7.38	0.00
Weekly – Avg. Flow / Total Rainfall	7.14	0.53
Feb - Avg. Flow/Total Rainfall	6.43	1.56

Miscellaneous

- Snow removal/cleanup.
- Replaced faulty DO probe OAB. Install new sensor cap and air blast assembly.
- Replaced belt and pillow block bearing on fermenter scrubber fan.
- Built control panel/cabinet for new MagOx pump.
- Routine MVP Plant Work orders & Corrective Work Orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	#4,8,10,17	959'	11'	6
Manholes				

Collection System Maintenance Tasks

- Pump Station #1, cleaned wet well and pulled #1 pump, swapped out leads on contactors and thermals, changed connections on float.
- Checked and exercised all generators.
- Assisted Public Works plowing snow Thursday and Friday.
- Plowed snow at all Pump Stations and cleared Frederick Street sidewalk at WWTP.
- Grinder pump call, 1529 Kensington, pulled pump and adjusted overloads.
- Sewer backup, 236 Bryan Place, excavated and replaced the service lateral.
- Sewer backup, 245 North Potomac Street, problem on the private side.
- Sewer backup, 100 West Washington Street, Washington County Administration Building, problem on the private side, assisted County personnel with CCTV and GIS locating.
- Sewer backup, 123 East North Avenue, problem on the private side.
- Excavated and replaced lateral at 152 East Irvin Avenue, roots were 17' & 26' from the main.
- 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	3	8
YTD 2021	34	11	0	0	0	25	70

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>
02/18/21	10.71		10.71
02/19/21	10.57		10.57
02/20/21	10.84		10.84
02/21/21	11.01		11.01
02/22/21	11.27		11.27
02/23/21	11.30		11.30
02/24/21	11.31		11.31
Average			11.00

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 4.23 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 flushed and sampled in the airport area.

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	8	14

- Construction inspection and quality assurance testing of ongoing construction projects
- Updating GIS and department mapping
- Review of building permit and site plan drawings



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