

# CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 11 FOR 2021



March 19, 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>MARCH 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 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 3pm Executive Session  4pm Special Session & 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:**

- Meritus Health Removes Vaccination Appointment Form as Focus Turns to Mass Vaccination Site
- Former, Current Officials Among a Dozen Seeking Commissioner's Job
- Meinelschmidt Ends Lawsuit Over Dismissal
- Democratic Central Committee Seeks Two Members
- Hagerstown Police Looking for Man Missing for About Three Weeks
- Police Catch Juvenile Shooting from Vehicle in Frederick Street Area
- Firefighters Tear Apart Home After Dousing Fire Near Mt. Aetna
- Hagerstown Community Survey Available Online
- Aaron Brooks Heads to NCAA Tourney as No. 1 Seed
- Hagerstown Council Discusses Turning Portions of North Avenue, East Avenue to One-Way

- Sewer Work to Close Parts of Bryan Place
- Press Release: Drive-Through Egg Hunt
- Press Release: Community Feedback Survey Now Online
- Traffic Advisory: Bryan Place

**This Week's Video Projects**

- Mayor & City Council Work Session
- "Council WRap"
- "Hub-Bub" Video Podcast
- City Park Train Hub Train Museum Footage

**Channel 25 Hub City Now Programming:**

- Mayor & City Council Meeting
- "Council WRap"
- "State of the City" Presentation
- "Council WRap" Promo
- Fit Room Promo
- Meritus/"The Flip Side" Vaccine Segments
- "Utility Payment Plan" Promo
- 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 12,607 user visits for the week of March 8-14, 2021.

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

• Home Page	2,769
• Utility Billing Page	1,508
• Civic Alerts Page	813
• Community Survey Page	484
• Police Page	360
• Jobs Page	156
• Parks & Recreation Page	145
• Firefighters Page	139
• Bids Page	134
• City Park Page	95

- Top Searches:

- "Jobs"
- "True"
- "Pay my bill"
- "Yard waste"
- "Bids"

**DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT**

**N1st Update:** The Neighborhoods 1<sup>st</sup> Leadership team met with City staff and HPD on Wednesday, March 17<sup>th</sup> to discuss community needs and concerns.

**Main Street:** Staff continue to receive applications for the Main Street Business Stabilization Grant. Since the program opened, a total of 36 applications have been submitted. 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 team members participated in the following this week:

- Fort Detrick Alliance Board meeting
- Weekly Business Recovery Partners Team
- Reopen Washington County Stakeholders Meeting

**Events:** There is an open call for musical artists/bands to apply to be part of Imagine Hagerstown: [www.imaginehagerstown.org](http://www.imaginehagerstown.org)

**Farmers Market:** Spring Celebration at the Market will be held this Saturday, March 20, from 8am-12pm. Celebrate the first day of Spring with a trip to the Market! Door prizes & children goody bags (while they last). Enjoy breakfast, lunch, baked goods, jams, deli, seasonal produce, handmade items, bath & body, home décor, plants, furniture, and more!

**PARKS & ENGINEERING**

**ENGINEERING DIVISION**

1. **Pavement Preservation.** Milling and paving contract is expected to begin on March 24<sup>th</sup> with Nottingham Road and Indiana Avenue first on the list.
2. **Pangborn Park.** Work on the lake and stream restoration re-started this week. We expect completion by the end of June.

3. **Engineering Statistics**

Description	Week of 3/14/21	Calendar Year 2021 TOTALS
Traffic complaints received	6	32
Work Orders completed	5	22
Traffic counts completed	2	4
Construction Projects		
Description	Week of 3/14/21	Calendar Year 2021 TOTALS
Projects advertised for bids	0	1
RFP's Advertised	0	2
Projects under construction	9	10
Projects completed	0	0

**PARKS DIVISION**

1. **Drive Through Easter Egg Hunt at Fairgrounds Park.** Staff is preparing for this event on Thursday, March 25<sup>th</sup> from 4-8 p.m. Fairgrounds Park and the Dog Park will be closed to the public beginning at 3 p.m. This is a ticketed event. Staff is preparing for 1,000 kids to attend with their families, safe inside their vehicles.
2. **City Park.** We continue trenching, installing conduits and backfilling for the new Christmas decorations. Staff is regraded and seeded areas that were disturbed due to electrical installation. We are preparing the arches to be installed at both entrances. We are also sprucing up the park to prepare for the season.
3. **Park Season Prep.** The youth leagues are starting to gear up so we are turning the water on in all of our facilities.

4. **Golf Course Stats**

Golf Course	3/11/20–3/17/20	3/11/21 -3/17/21
# of Golfers	196	297
Total Revenue (golf, merch, concessions, rentals, memberships)	\$4,111	\$6,330

## PLANNING & CODE ADMINISTRATION

### **Zoning Certificates Issued:**

- 261 Frederick Street – Moving Out – U-Haul rentals and retail store.

### **Historic District Commission:** The HDC considered these matters on March 11:

- 102 South Prospect Street – Diane De Laet – approved plans for a new garage with the use of HardiPlank instead of vinyl siding.
- 45 West Washington Street – City of Hagerstown – approved Cultural Trail signage.
- 16-18 West Franklin Street – Hagerstown Pythian Castle, LLC – approved replacement windows.

These cases and matters will be discussed at the HDC meeting on March 25:

- 14-16 East Antietam Street – Bowman Development Corp. – Demolition.
- 170 West Washington Street – 170 West Washington Partners – Reinstall Windows.
- 1020 Oak Hill Avenue – Timothy Harman - new patio and swimming pool.
- 2021 Preservation Awards – Potential Nominations.

**Board of Zoning Appeals:** On March 17, 2021, the Board heard and granted an 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:** March 8–12, 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 -	7	Commercial -	1	Other -	1	18
Electric	22	Residential -	12	Commercial -	10	Other -	0	22
Plumbing	19	Residential -	18	Commercial -	1	Other -	0	19
Mechanical	6	Residential -	5	Commercial -	1	Other -	0	7
Engineering Dept.	3							2
<b>TOTAL</b>	<b>59</b>		<b>42</b>		<b>13</b>		<b>1</b>	<b>68</b>
<b><u>Est. Value of Issued Building Permit Projects:</u></b>			<b><u>FY21 Fiscal Year Totals:</u></b>					
Residential	\$ 1,624,715.00			\$ 23,648,539.00				
Commercial	\$ 40,963.00			\$ 72,258,969.00				
Apartment	\$ 75,000.00			\$ 870,329.00				
Sign	\$ 28,644.00			\$ 222,362.00				
<b>TOTAL</b>	<b>\$ 1,769,322.00</b>			<b>\$ 97,000,199.00</b>				
<b><u>Projects of Interest</u></b>								
<ul style="list-style-type: none"> <li>- Interior renovations at 329 Summit Avenue - \$50,000</li> <li>- 400-square-foot deck over finished sunroom at 1044 Bramly Drive. - \$40,000</li> <li>- Construct three single-family homes in Hillside Manor – \$423,798</li> <li>- Remodel kitchens and bathrooms at 129 East Washington Street - \$50,000</li> </ul>								
<b>RENTAL LICENSING PROGRAM YEAR: JULY 1, 2020 – JUNE 30, 2021</b>								
						<b><u>PROPERTIES</u></b>	<b><u>UNITS</u></b>	
Registrations received week of Mar 8 – Mar 12						7	17	
New applications issued week of Mar 8 – Mar 12						2	2	
Total 2020-2021 registered (includes additions and subtractions since 6/8/20)						3,789	9,576	
Percentage of rental license renewals that have registered for the 2020-2021 license year						99.0%	99.0%	
<b><u>Notes:</u></b> The 2020-2021 rental license renewals for 9,722 units in 3,872 properties were mailed on June 9, 2020.								
<b><u>PAYMENT</u></b>								
Weekly payment received		\$ 1,275						
Weekly adjustment/credits		\$ 75						

<b>INSPECTIONS</b>	
<b>TYPE</b>	<b>NUMBER CONDUCTED</b>
Building	63
Electrical	40
Plumbing	46
Mechanical	21
Safety	21
Neighborhood Vitality	36
Quality of Life	5
Preventive Maintenance	3
Planning & Zoning	4
<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.

**POLICE DEPARTMENT**

**STATS**

Calls for Service:	1,322	Field Interviews:	9
Arrests/Warrants Served:	15	Moving Violations:	24
Domestic Violence Calls:	11	Safety Repair Orders:	2
DUI Arrests:	3	Warnings:	57
Reports Filed:	116		

**REPORTS**

**03/11/21:** Officer McNew responded to Plaza Inn & Suites located on the Dual Highway in regards to a theft from a hotel room. The victim advised he had been staying at the Plaza for three weeks and noticed several items missing from his room. He reported he was missing a set of hair clippers, a chess set and diamond earrings. The victim stated there were no signs of forced entry and he had no idea who may have taken these items. He was not aware of any suspicious activity and had no guests to his room. The hotel manager will check the surveillance camera to see if it captured anyone entering or exiting the room other than the victim. No further information is available.

**03/13/21:** Officer Zupan was dispatched to the area of North Prospect Street for the report of an unconscious male in a vehicle. The vehicle was not in park and the brake lights were active. The officer observed the driver of the vehicle seated in the driver's seat with his head tilted back against the headrest. The driver's eyes were closed and his window was down with his arm resting on the top of the door. The officer could smell the odor of an alcoholic beverage when he approached the vehicle. The driver stated that he did have a few beers but he was just tired. The officer began to conduct the standardized field sobriety test but needed to stop the test for the safety of the driver. He was unsteady on his feet and his eyes were glazed. The driver agreed to a breath test and was transported to the Washington County Sheriff's Office. Due to the results of the test, the driver was charged with Driving Under the Influence of Alcohol and other related charges.

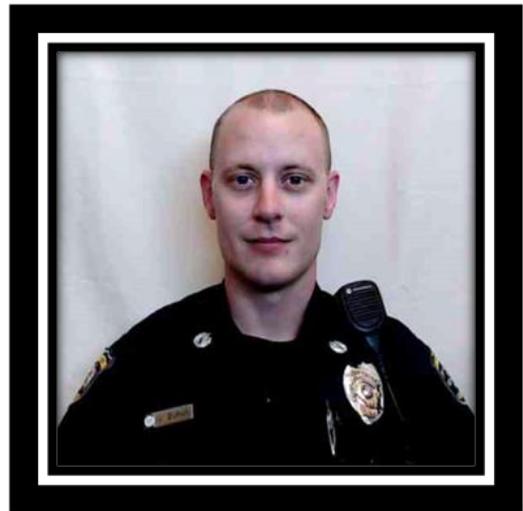
**03/14/21:** Officer Romero responded to West Franklin Street for a robbery report. The victim was a juvenile who was partially deaf and only spoke in Spanish. The victim explained that he was riding his bicycle and was called over by an unknown black male. The victim walked toward the male and the male grabbed him. Other males who were with the black male, went through the victim's pockets and took his phone and his wallet which contained US currency. The victim stated he did not need medical attention. The incident was captured by a City camera and HPD is making an attempt to identify the suspects. No further details are available at this time.

**03/15/21:** Officer Wolfe was contacted by a citizen who stated that items from his vehicle had been stolen. The victim explained that his vehicle was parked at his residence and on the morning of March 15 he discovered his trunk and gas cap were open. After looking inside of the vehicle, he noticed that items were missing as well. He contacted his bank and canceled all his credit cards and notified the Social Security Department that his card had been stolen. The victim believes he may have forgotten to secure his vehicle for the night. There are no suspects at this time and no further information is available.

#### **OTHER NEWS/INFORMATION**

**Congratulations to Officer Jonathan Zupan.** Officer Jonathan Zupan has been selected as Officer of the Month for January 2021. Officer Zupan has been employed by the City of Hagerstown for two years and is currently assigned to the Patrol Division.

In January 2021, Officer Zupan observed a driver passed out behind the wheel of a vehicle sitting at an intersection in Hagerstown. After numerous attempts, Officer Zupan was able to wake the driver and have him step out of the vehicle. Based on his observations, Officer Zupan believed the driver of the vehicle to be impaired and attempted to place him under arrest. A brief scuffle ensued, and the driver jumped back into the driver's seat of the vehicle with Officer Zupan's arm getting pinned between the driver and the seat. The driver began accelerating at a rapid pace, dragging Officer Zupan who was trying to free his arm. The vehicle left the roadway, struck a pedestrian signal, and continued off-road into a wooded area. The vehicle finally came to a stop when it struck a fallen tree, causing Officer Zupan to hit his head on the frame of the vehicle. Officer Zupan was able to free himself from the vehicle; however, the driver got on top of him and began choking him. Officer Zupan was eventually able to break free from the driver's grasp around his throat and rolled over on top of the driver, controlling him until other officers arrived and helped to take him into custody.



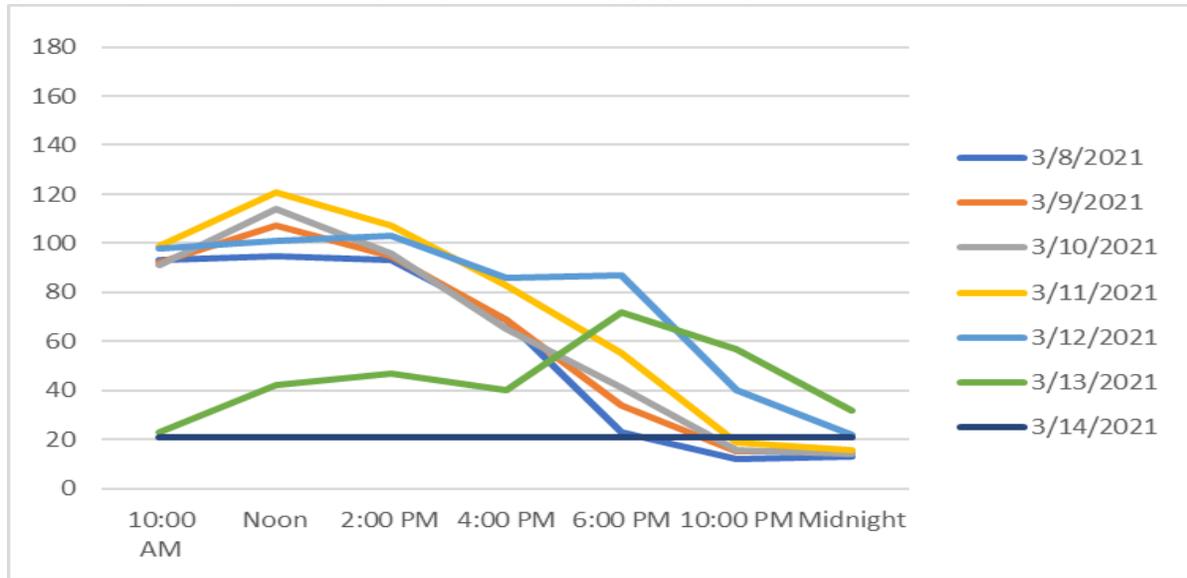
Based on his will to succeed and refusal to give up, Officer Zupan was able to take the suspect into custody and prevent him from causing injury to the public by means of impaired driving. For his courageous actions, Officer Zupan has been selected as Officer of the Month for January 2021. The Hagerstown Police Department is proud to have dedicated officers such as Officer Jonathan Zupan as one of its own and congratulates him for a job well done.

## PUBLIC WORKS

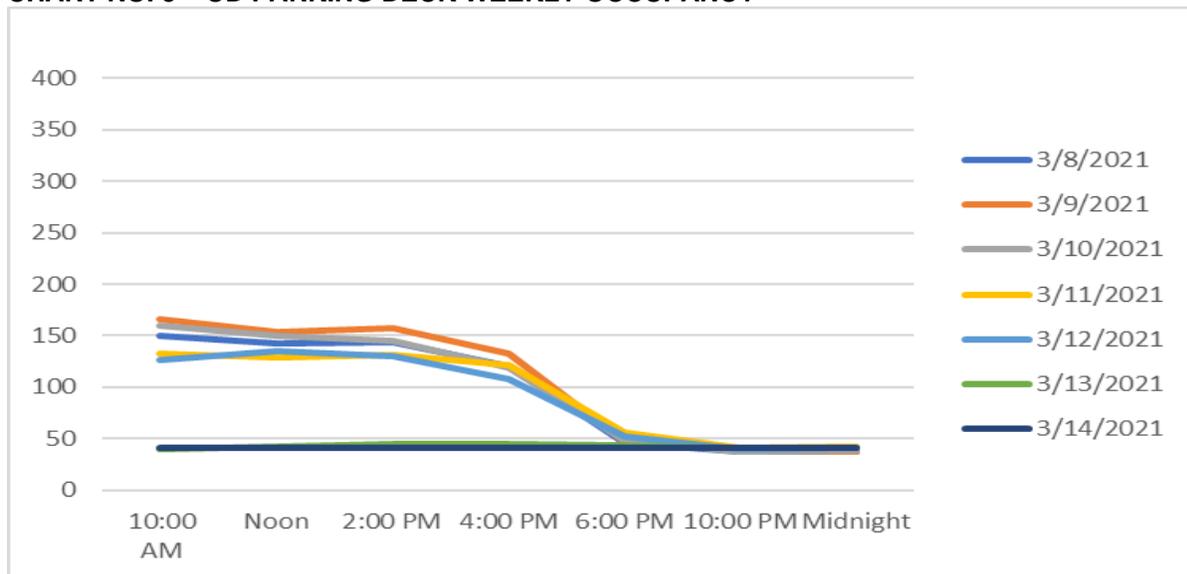
**CHART NO. 1 – GENERAL PARKING SYSTEM DATA**

		Current Week	Previous Week
<b>Number of Permit Holders</b>	A & E Deck	137	135
	University District Deck	240	240
<b>Number of Student Permits</b>	Central, Market, Rochester Lots	37	34
<b>Number of Patrons Using Decks</b>	A & E Deck	1293	1357
	University District Deck	936	933
<b>Number of Citations Issued</b>	(Includes Warnings)	313	122
<b>Late Payment Notifications</b>		3	12
<b>Peak Occupancy (%)</b>	A & E Deck	66% Thur @ Noon	62% Wed @ Noon
	University District Deck	38% Tue @ 10 AM	35% 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**

	<b>Current Week</b>	<b>Previous Week</b>
<b>DCED</b>	0	3
<b>Fire</b>	0	2
<b>Human Resources</b>	0	0
<b>Light</b>	5	1
<b>Parks &amp; Engineering</b>	1	0
<b>Police</b>	8	6
<b>Public Works</b>	2	7
<b>Wastewater</b>	0	0
<b>Water</b>	4	3
<b>Weekly Totals</b>	20	22
<b>Yearly Total</b>	193	

**AFTER HOUR CALL BACKS**

Tuesday, March 9, 2021 @ 4:43 PM: Staff received a call about a stop sign knocked down at the intersection of Ross Street and Concord Street. Staff responded and installed a new sign and post.

Sunday, March 14, 2021 @ 11:30 AM: The traffic signal light on Garland Groh Boulevard at the former Asian buffet entrance road tripped into flash. Staff were called to the scene to reset the signal and place it back into normal operations. This is the third incident in recent weeks. Several repairs have been made to the signal but it continues to fail occasionally. Staff continues to investigate the cause of the failures.

**UTILITIES DEPARTMENT**

**ELECTRIC DIVISION**

**Service Calls:**

- Fri. 3/12 - 25 Laurel Street. Tree on line; a tree branch was removed from the service conductors. Time Out: 16.5-17.0
- Rear of 970 Noland Drive. Lines down; a tree branch was removed from the service conductors. Time Out: 17.0-20.2
- Sat. 3/13 - 1037 Fairview Road, Lines down; the service conductors to the house were reattached. Time Out: 19.0-20.5
- Sun. 3/14 - 86 Nottingham Road. Tree on line; tree on line; a tree branch was removed from the service conductors. Time Out: 16.5-17.5

**Engineering**

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- The Staff Engineer continued design for 34.5kV facilities to serve new industrial development.
- The Engineering Designer submitted multiple jobs to Distribution for construction of new and/or upgraded HLD facilities.
- The Staff Engineer specified materials and release bids for purchase.

**WASTEWATER DIVISION**

**Wastewater Treatment Plant at Frederick Street**

<b>Date</b>	<b>Flow (mgd)</b>	<b>Rainfall (inches)</b>
Wednesday, Mar 10, 2021	7.81	0.00
Thursday, March 11, 2021	7.50	0.00
Friday, March 12, 2021	6.98	0.00
Saturday, March 13, 2021	6.85	0.00
Sunday, March 14, 2021	6.29	0.00
Monday, March 15, 2021	7.03	0.00
Tuesday, 16, 2021	6.84	0.05
Weekly – Avg. Flow / Total Rainfall	7.04	0.05
Mar - Avg. Flow/Total Rainfall	8.34	0.07

**Miscellaneous**

- Finalized wiring replacement on PLC 4 and PLC 4-1.
- Replaced faulty motor on #1 Pista Grit.
- Cleaned cooling tower and service circulation pumps.
- Started Lab renovations.
- Routine MVP Plant Work orders & Corrective Work Orders.

**Wastewater Collection**

SSES Weekly Progress

<b>Activity</b>	<b>Districts</b>	<b>L. F. main</b>	<b>Feet of lateral</b>	<b># inspected</b>
CCTV Inspections	#11, #15, #21	639'	364'	12

**Collection System Maintenance Tasks**

- Grinder pump, 20311 Parkwood Court, staff met with homeowner to go over requirement of grinder pump for owner's new generator purchase.
- Sewer backup, 910 Spruce Street, main line clear, problem in the lateral.
- Sewer backup, 217 East Antietam Street, problem in the main line, cleared with Vector.
- Grinder pump, 1621 Woodlands Run, replaced pressure switch.
- Grinder pump, 1660 Woodlands Run, replaced pressure switch.
- Continued painting of pump shop.
- Excavated and replaced lateral at 237 Bryan Place due to roots.
- Excavated and replaced lateral at 251 Bryan Place due to roots.
- Excavated and replaced lateral at 212 Bryan Place due to roots.
- Excavated and replaced lateral at 216 Bryan Place due to roots.
- Excavated and replaced lateral at 910 Spruce Street due to roots.

**Administration**

<b>Wastewater Division – Customer Call Log Summary 2021</b>							
<b>Type</b>	<b>Blockages</b>	<b>Grinder Pumps</b>	<b>Odor Complaints</b>	<b>Flushing</b>	<b>WW Pump Station</b>	<b>Other</b>	<b>Totals</b>
Weekly	2	2	0	0	0	3	7
<b>YTD 2021</b>	<b>45</b>	<b>16</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>39</b>	<b>100</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>
03/11/21	11.34		11.34
03/12/21	10.83		10.83
03/13/21	11.06		11.06
03/14/21	10.21		10.21
03/15/21	10.87		10.87
03/16/21	10.64		10.64
03/17/21	10.75		10.75
<i>Average</i>			<i>10.81</i>

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

- Staff worked on facility maintenance and routine preventative maintenance
- Staff replaced pump on #1 at Pump Station #6.

**Water Production at Breichner / Edgemont Reservoir.** The Edgemont Reservoir pool elevation is currently at 2.91 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 inserted water line on Mosby Drive, 305 feet of 1.5 plastic.
- Crews replaced a hydrant on Nottingham Road.

**Laboratory**

- Process and regulatory testing were routine for the week.
- Laboratory and office remodel are underway.
- New lab manager began work effective Monday, March 22<sup>nd</sup>.

**Engineering**

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	-	-
Preliminary Plats	-	-
Final Plats	-	-
Replat	-	-
Grading Plan	-	-
Development Plan	-	-
Building Permits	11	2

- Updating GIS mapping
- Construction inspection and quality assurance testing of ongoing projects
- Hydrant flow tests for current and future projects
- Providing information relating to the location of water infrastructure for future projects



Respectfully submitted,



Scott A. Nicewarner  
City Administrator