

CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 12 FOR 2021



March 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 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:

- City Discusses Temporary Use of Municipal Stadium
- Gov. Hogan Moves Maryland to Phase 2, Eyes Phase 3 in COVID-19 Vaccine Rollout
- Hagerstown to Consider \$555K Bid for Skatepark Design, Build
- Hagerstown to Work on Nottingham Road, Indiana Ave. Next Week
- Jonathan Street Area to Receive \$825K in State Revitalization Funds
- City Park Photos Sought for 100th Anniversary
- Hagerstown Shares Reminders on Trash, Recycling Rules
- Hagerstown Farmers Market to Have Spring Celebration
- Aaron Brooks Wins His First NCAA Title
- Hagerstown City Hall Lobby Fully Reopens

- Hagerstown Awarded \$675K in State Funds Aimed at Revitalization
- Drive-Thru Egg Hunt Could Affect Traffic
- State Prepares Mass Vaccination Site Near Hagerstown
- Press Release: City Hall Lobby Resumes Regular Schedule
- Traffic Advisory: Payment Preservation Work
- Traffic Advisory: Payment Preservation Work REVISED
- Traffic Advisory: Cannon Avenue

This Week's Video Projects

- Mayor & City Council Regular Session
- City Park Train Hub Video Script

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 attracted 12,236 user visits for the week of March 15-21, 2021.

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

• Home Page	2,943
• Utility Billing Page	1,585
• Police Page	599
• Civic Alerts Page	330
• Community Survey Page	241
• Parks & Recreation Page	148
• Jobs Page	139
• Bids Page	127
• Firefighters Page	125
• Form Center Page	115

- Top Searches:

- "Pay my bill"
- "True"
- "Firefighters login"
- "What bills can I pay online?"
- "Pay water bill"

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

HYAC: The Hagerstown Youth Advisory Council met on Monday to discuss their upcoming Earth Day event and other community items.

Business Development Update: Staff continue to review Main Street Business Stabilization Grant submissions. Members of the team also participated in:

- Chamber Board Meeting
- Weekly Business Recovery Partners Team

Community Events:

- DCED staff and members of the City’s Logistics Committee have been meeting with event organizers about upcoming Spring events.
- There is an open call for musical opening acts and headliners for Imagine Hagerstown July, August, and September Fourth Friday events. For information on how to apply visit: www.imaginehagerstown.org
- DCED staff attended several online webinars/meetings with Maryland State Arts Council staff on A&E Districts, engaging communities, and grant opportunities.

PARKS & ENGINEERING

ENGINEERING DIVISION

1. **Safe Route To School (SRTS) Potomac Street at Howard Street.** Issued a Notice to Proceed for March 31st for the signal replacement. Staff met with the Water Division so they can help relocate a water line. Staff also met with the Electric Division to review power connection to the new controller. Staff delivered letters to nearby residents and businesses to advise of the construction schedule.
2. **Mitchell Avenue Railroad Overpass Signal.** The Notice to Proceed was issued for April 26th.
3. **Pavement Preservation.** Milling and paving began this week, starting with Burhans Boulevard.
4. **Engineering Statistics**

Description	Week of 3/21/21	Calendar Year 2021 TOTALS
Traffic complaints received	3	36
Work Orders completed	3	25
Traffic counts completed	1	5
Construction Projects		
Description	Week of 3/21/21	Calendar Year 2021 TOTALS
Projects advertised for bids	0	1
RFP’s Advertised	0	2
Projects under construction	10	10
Projects completed	0	0

PARKS DIVISION

1. **Drive Through Easter Egg Hunt at Fairgrounds Park.** The Drive Through Easter Egg Hunt was held at Fairgrounds Park on Thursday, March 25th. This was a ticketed event and an estimated 600 kids attending with the families.

2. **Golf Course Stats**

Golf Course	3/18/20–3/24/20	3/18/21 -3/24/21
# of Golfers	215	282
Total Revenue (golf, merch, concessions, rentals, memberships)	\$3,857	\$6,838

3. **Virtual Programs**

- Belly Dance (hybrid) Mondays from 7-8 p.m.; Virtual Tuesdays from 7-8 p.m.
- Yoga for Weight Loss (hybrid), Mondays and Wednesdays at 5:30 p.m.
- Dance Fitness, Mondays at 6 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. **Park Season.** Staff continues to prepare the City’s parks for park season.

PLANNING & CODE ADMINISTRATION

Zoning Certificates Issued:

- 28 East Baltimore Street – Jaybird Auctions – online auctions.
- 18000 Garland Groh Boulevard – Cellular Sales of Maryland LLC – retail sales of cellular phones and accessories.

Planning Commission: The Planning Commission is scheduled to consider these cases on March 31:

- Public Review Meeting – Secondary Front Yard Fences.
- Hager’s Crossing Phase 2B-7 – final plat.
- 227 East Franklin Street – PTV 1111 LLC (Dollar General) – site plan, final plat, and design waivers.
- 790 Wesel Boulevard – NorthPoint Building 4 – site plan, forest conservation plan and forest conservation variance to remove specimen trees.
- 811 Wesel Boulevard – NorthPoint Building 2 – site plan.
- 55 Sycamore Street - Columbia Gas of Maryland – environmental remediation and waivers.
- Discussion of Comprehensive Plan’s recommendation on R. Paul Smith Boulevard – recommendation to Mayor and City Council.

Weekly Activity Report: March 15 – March 19, 2021

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	8	Residential -	6	Commercial -	2	Other -	0	7
Electric	22	Residential -	9	Commercial -	13	Other -	0	21
Plumbing	11	Residential -	7	Commercial -	4	Other -	0	11
Mechanical	14	Residential -	5	Commercial -	8	Other -	1	12
Engineering Dept.	3							4
TOTAL	58		27		27		1	55
Est. Value of Issued Building Permit Projects:				FY21 Fiscal Year Totals:				
Residential				\$ 531,500.00				\$ 24,180,039.00
Commercial				\$ 377,000.00				\$ 72,635,969.00
Apartment				\$ 0.00				\$ 870,329.00
Sign				\$ 1,700.00				\$ 224,062.00
TOTAL				\$ 910,200.00				\$ 97,910,399.00
Projects of Interest								
<ul style="list-style-type: none"> - Tenant fit out of existing building for Chipotle Mexican Grill at 1739 Dual Highway - \$327,000 - Construct four single-family homes in Hager’s Crossing - \$420,000 - Install extension on existing cell tower and add additional antennas at 33 West Washington Street - \$50,000 								
RENTAL LICENSING PROGRAM YEAR: JULY 1, 2020 – JUNE 30, 2021								
					PROPERTIES			UNITS
Registrations received week of Mar 15 – Mar 19					4			6
New applications issued week of Mar 15 – Mar 19					2			2
Total 2020-2021 registered (includes additions and subtractions since 6/8/20)					3,793			9,582
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								\$ 375

INSPECTIONS	
TYPE	NUMBER CONDUCTED
Building	65
Electrical	53
Plumbing	43
Mechanical	22
Safety	27
Neighborhood Vitality	41
Quality of Life	4
Preventive Maintenance	3
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:	1,490	Field Interviews:	14
Arrests/Warrants Served:	13	Moving Violations:	41
Domestic Violence Calls:	15	Safety Repair Orders:	3
DUI Arrests:	0	Warnings:	74
Reports Filed:	104		

REPORTS

03/18/21: Officer McNew responded to Sheetz on East Washington Street regarding a disturbance in the parking lot. Upon arrival the officer made contact with one female that was involved in the disturbance. She was yelling, was very uncooperative, and was claiming her hand was injured during the altercation. She stated that she and a female who was wearing a white Adidas shirt had a verbal argument that turned physical. Both females were identified and neither knew the other. The females were given information for District Court action if they were interested. There is no further information is available.

03/19/21: Officer Kimmel was dispatched to West Washington Street for a reported burglary. The victim stated she left for work approximately 8 a.m. When she returned home at approximately 3 p.m. she found the front was not secured. The victim was confident that both the front and back doors were secured when she left in the morning. The officer observed no forced entry or pry marks on the doors. The victim was missing a television from her living room. She gave the officer the serial number and the TV was entered into NCIC as stolen. The TV was not found in the RAPIDS system as being pawned. No further information is available.

03/20/21: Officer Miscannon and other HPD officers responded to the Baymont Inn on the Dual Highway for the report of an assault with a gun. The victim stated that a female knocked on her door and asked for a particular person by name. When the victim stated there was no one in the room by that name, the female pointed a silver handgun at her. The female left the victim's door and the victim called the police. The officer reviewed the surveillance camera and saw a female that matched the description that was given by the victim. The officer clearly saw the silver handgun in the hand of the female in question. While the officer was still on the call, a female matching the description of the suspect exited a hotel room and the victim stated that she was the female that had been at her door. The female was detained and transported to Central Booking without incident. She was subsequently charged with Handgun on Person and other related charges.

03/22/21: Officer McDermott was dispatched to Jefferson Street for the report of a parking complaint. The officer discovered a black 2014 Honda Accord with Pennsylvania tags parked in a no parking zone. The vehicle's tags had expired in December of 2019. Dispatch used the registration tag to locate the registered owner. The officer tried to reach the owner but was unsuccessful. The vehicle was towed from the no parking zone and placed in the impound lot. No hold was placed on the vehicle.

03/23/21: Officer Miscannon responded to Church Street for a report of a malicious destruction to a vehicle report. The victim's work truck had been spray painted on the passenger's side during the night. The incident had been captured on camera. The individual appeared to be wearing light clothing, a light face mask and had a hood up. There is no way to identify the individual from the video. The cost was estimated at \$1,500 to repair the vehicle.

OTHER NEWS/INFORMATION

The Hagerstown Police Department has stepped up their efforts and have become more aggressive with recruiting new officers. Lieutenant Rebecca Fetchu and Sergeant Steven Lucas have accepted the task of spear heading this endeavor. Many officers have volunteered to help with this task force as well. Lt. Fetchu has shared the following update regarding the progress with this recruitment plan:

- *First, I want to thank those of you that brought it to our attention that we needed to be up on **Indeed** ASAP. I'm happy to say that we went live on that this week and so far, nine people have applied through that site.*
- *The upcoming HPD police test date was posted on Facebook. That post alone reached 21,000 people.*
- *Sgt. Jason Batistig and Officer Scott Huff visited the Act 120 (police academy students) at Indiana University of Pennsylvania this week. A number of them have said they are going to test with us. Thank you both for your effort on this!*
- *Banners for both City overpasses are in production. The goal is to get them up in the next week or so.*
- *Sgt. Lucas and I are meeting with the Herald Mail about digital advertising and we have a demo set to preview a job board site called Neogov. If anyone wants more info you can check it out here. <https://www.neogov.com/products/gjobs>*

Thank you to everyone that has stepped up to volunteer. Much more to come!

PUBLIC WORKS

CHART NO. 1 – GENERAL PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	137	137
	University District Deck	242	240
Number of Student Permits	Central, Market, Rochester Lots	37	37
Number of Patrons Using Decks	A & E Deck	1508	1293
	University District Deck	879	936
Number of Citations Issued	(Includes Warnings)	329	313
Late Payment Notifications		3	3
Peak Occupancy (%)	A & E Deck	63% Wed @ 2 PM	66% Thur @ Noon
Peak Occupancy (%)	University District Deck	38% Tue @ 2 PM	38% Tue @ 10 AM

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

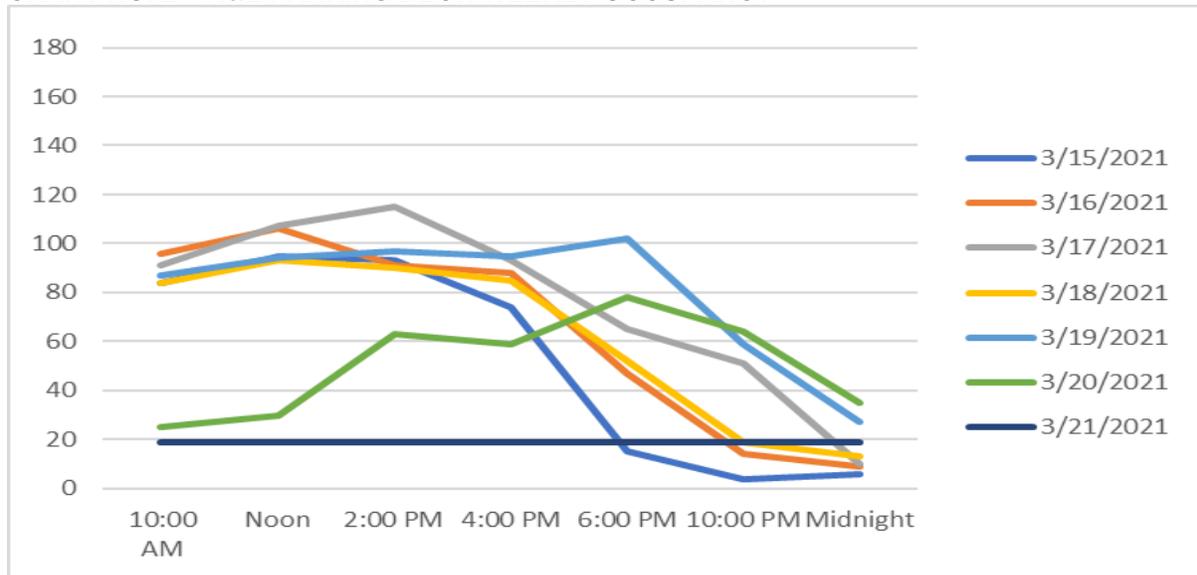
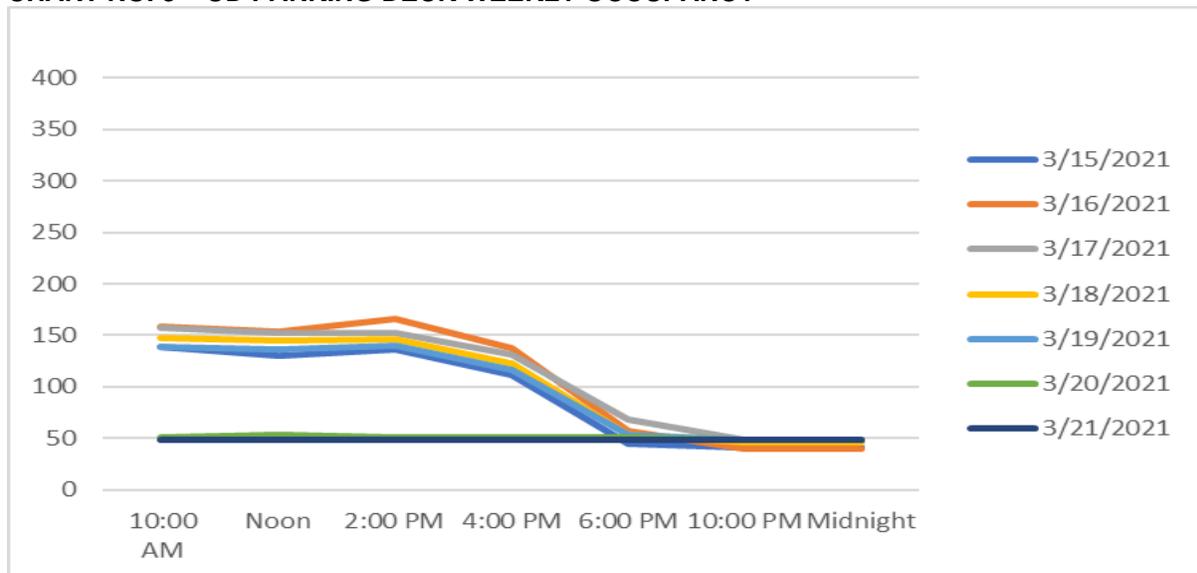


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	0
Fire	0	0
Human Resources	0	0
Light	0	5
Parks & Engineering	1	1
Police	11	8
Public Works	5	2
Wastewater	4	0
Water	6	4
Weekly Totals	27	20
Yearly Total	220	

AFTER HOUR CALL BACKS

Friday, March 19, 2021 @ 6:45 PM: There was a report of the traffic signal in flash mode at the intersection of Antietam Street and Locust Street. The technician came in to make the repair and place signal back into proper operation.

Saturday, March 20, 2021 @ 11:30 AM: We received a complaint about a "rat" found and captured at the Market House by a vendor. Staff visited the site to find the "rat" was a tiny mouse that had slipped into the facility. The vendor was able to place the mouse in a garbage bag. The mouse was removed from the facility. Gladhill Pest Control has the contract for pest abatement and they were alerted to the issue.

UPCOMING PROJECTS

Staff is working with the City's architectural contractor, Newcomer Associates, to create bid specification documents for four upcoming projects -- three of which are roof replacements. The first roof project is to replace the asphalt shingles on a large storage garage at Public Works. The garage primarily is used by the Water Department for vehicles and materials. There is an interconnecting flat roof between the garage and main office building that is part of the project. The estimated cost of this replacement is \$50,000.

The second roof replacement is for 60 West Washington Street. This roof continues to deteriorate with leaks occurring on a regular basis. This will be a complicated roof replacement as there are numerous old structures and devices that need to be removed as part of the project. A budget amount of \$125,000 has been set for this work.

The final roof project is for the lower roofs of the Market House. There are three main roofs. The two lower roofs (one on the east; one on the west) are separated by a row of elevated windows (known as a clerestory) from the upper roof. The upper roof was replaced in 2013. The estimated cost for this project is \$150,000.

Additionally, there are two sheds designed for the transfer site at 970 Eldridge Drive. This site is used for temporary storage of materials and trash (furniture, tires, etc.) until taken to a permanent landfill. Street sweepings are also stored on site until hauled to the landfill. This sweepings pile needs to be covered to prevent the leaching liquid due to rain and snow. There is a washout bay for the sweepers that needs to be covered to prevent rain water from entering the sewer system. This project has a budget of \$30,000.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Service Calls

- Thur. 3/18 - Frederick Street and Memorial Boulevard: Total outage; the failed conductor was in need of replacement. Time Out: 15.6-16.8
- Tues. 3/23 - 401 West Washington Street: Pole damaged; vehicle struck utility pole in accident however, no damage to the pole or any HLD facilities. Time Out: 18.3-18.6

Engineering

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- Engineering and Distribution coordinated the annual substation testing beginning with Wesel SS. Testing will occur over a two-week period to ensure equipment is operating properly and maintenance will be performed where required.
- The Engineering Designer submitted jobs to Distribution for construction activities.
- The Staff Engineer participated in a workshop with other Maryland Electric Utilities and The Maryland Public Service Commission for the development of standards involving “smart inverter” technologies. These smart inverters will be used to marry customer Distributed Energy Resources (solar/battery storage) to the electric utility network.
- Engineering staff continued design and material procurement activities for the Northpoint building projects.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, March 17, 2021	6.69	0.00
Thursday, March 18, 2021	8.35	0.74
Friday, March 19, 2021	7.25	0.00
Saturday, March 20, 2021	6.69	0.00
Sunday, March 21, 2021	6.62	0.00
Monday, March 22, 2021	6.62	0.00
Tuesday, March 23, 2021	6.51	0.00
Weekly – Avg. Flow / Total Rainfall	6.96	0.74
Mar - Avg. Flow/Total Rainfall	7.92	0.81

Miscellaneous

- Replaced electrical motor on primary piston pump
- Located and removed obstruction from primary suction piping.
- Replaced main breaker and wiring on #1 bar screen.
- Removed faulty cooling fans on #2 primary pump VFD and verified operation.
- Lab renovations.
- Routine MVP Plant Work orders & Corrective Work Orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	#6	661'	59'	3

Collection System Maintenance Tasks

- Flushed trouble spots throughout the collection system.
- Pump shop: painted floor, replaced broken sink, moved all items back into the shop.
- Resumed Newgate meter readings.
- Reset SCADA systems at Pump Stations #4, 5 and 8
- Assisted Water Department with hydrant replacement.
- Pump Station #25: reset thermal overloads, then pulled and cleaned Pump #1.
- Repaired areas around WWTP that were disturbed by snow equipment; topsoiled, seeded and mulched.
- 301/303 Bryan Place, excavated lateral and repaired due to roots.
- Hauled stone for inventory at Pump Station #11, as well as the pole barn at the shop.
- Sewer backup, 1234 Crescent Road, cleared main line and cleanout.

- Sewer backup, 226 Bryan Place, blockage on the private side.
- Grinder pump call, 11031 Parkwood Drive, reset smart switch.
- Grinder pump call, 1521 Kensington Drive, reset smart switch.
- 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	5	1	0	0	0	9	15
YTD 2021	50	17	0	0	0	48	115

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	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
03/18/21	10.86		10.86
03/19/21	10.79		10.79
03/20/21	10.54		10.54
03/21/21	10.34		10.34
03/22/21	10.93		10.93
03/23/21	10.84		10.84
03/24/21	10.68		10.68
Average			10.71

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 10.71 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 replaced hydrant on Nottingham Road.
- Crews started repair of a main leak on Fairground Avenue.

Laboratory

- Process and regulatory testing were routine for the week.
- New Water Bacti laboratory relocation and renovation continues.
- Chemical inventory and lab inventory in progress.
- New technician training ongoing at R. C. Willson Plant.

Engineering

Reviews:	<u>City</u>	<u>County</u>
Site Plans	1	1
Preliminary Plats	-	-
Final Plats	1	-
Replat	-	-
Grading Plan	-	-
Development Plan	-	-
Building Permits	8	1

- Updating GIS mapping and intersection sheets
- Construction inspection and quality assurance testing of ongoing projects
- Virtual meetings regarding future projects
- Review of various site plans, development plans and City permits.



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