

# CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 20 FOR 2021



May 21, 2021

To Mayor Keller and Members of the City Council:

<b>UPCOMING MEETINGS</b>
--------------------------

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>.

MAY 2021						
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>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4 3pm Executive Session  4pm Work Session	5	6	7	8
9	10	11 10:15am Joint Meeting with Washington County Commissioners @ County  3pm Executive Session  4pm Work Session  7pm Public Hearing & Special Session	12 4pm Hagerstown Planning Commission Workshop Meeting	13 4pm Board of Traffic & Parking Meeting  4:30pm Hagerstown Historic District Commission Meeting	14	15
16	17	18 9am-1pm Strategic Planning Session  4pm Special Session & Work Session	19 7pm Board of Zoning Appeals Meeting	20	21	22
23	24	25 7pm Regular Session	26 7pm Hagerstown Planning Commission Regular Meeting	27 4:30pm Hagerstown Historic District Commission Meeting	28	29
30	31 <b>HOLIDAY CITY OFFICES CLOSED</b>					

## COMMUNICATIONS

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

- Incentives Aimed at Recruiting, Retaining Volunteer Firefighters
- Hagerstown Police Honor Fallen Officers
- Traffic Advisory: Graduate Procession Set for Sunday in Hagerstown
- Ledo Pizza Giving Away Free Pies for Vaccinations in Maryland
- Some Herald-Mail Stories Will be Available Exclusively to Subscribers
- The Lights Go On in the City
- Hagerstown Police Investigating After Body Found on School Grounds
- Hogan Signs Bill Setting Hagerstown Stadium Project in Motion
- Local Paramedics Honored During National EMS Week
- Traffic Advisory: Senior Processional
- Traffic Advisory: North Avenue
- Traffic Advisory: Wesel Blvd. Phase 2

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

- Mayor & Council Work Session & Public Hearing
- "Council WRap"
- Mayor & Council Strategic Planning Session

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

- Mayor & Council Meeting
- "Council WRap"
- "State of the City" Presentation
- "Council WRap" Promo
- "Building City Park" Video Series: Part 2
- Cultural Trail: "Moller's Sustained Wind"- David Gibney
- Fit Room Promo
- Hagerstown Greens at Hamilton Run Promo
- "Utility Payment Plan" Promo
- "Hub-Bub" Video Podcast
- Stormwater Program Informational Video
- MTA Commuter Connection

### **City Website:**

- [www.hagerstownmd.org](http://www.hagerstownmd.org) attracted 11,191 user visits for the week of May 10-16, 2021.
- The most popular top entrances (the first page users accessed on the website):
  - Home Page 2,553
  - Utility Billing Page 1,240
  - Civic Alerts Page 450
  - Police Page 272
  - Parks & Recreation Page 197
  - Bids Page 155
  - Firefighters Page 151
  - Downtown Events Page 144
  - Jobs Page 142
  - Potterfield Pool Page 109
- Top Searches:
  - "True"
  - "Pay my bill"
  - "What bills can I pay online?"
  - "Billing & customer service payment agreement"
  - "GIS"

## DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

**Neighborhoods 1<sup>st</sup>:** The Neighborhoods 1<sup>st</sup> leadership team met on May 19<sup>th</sup> with staff and HPD to discuss neighborhood concerns and upcoming projects.

**Events:** Upcoming events include:

- Music on the Square Series continues Friday, May 21, 5:30-7:30 p.m. with The Antia Thomas Quartet. Please check the Imagine Hagerstown Facebook page for up to the minute weather updates. Bring a chair, get something to eat from one of our downtown restaurants, and enjoy some great music on Hagerstown's iconic Public Square! The Series continues on the following Fridays:
  - o May 21 – The Anita Thomas Quartet
  - o June 4 – The Howlers
  - o June 11 – Wild Whispers
  
- Imagine Hagerstown event, 5-8 p.m. – University Plaza  
Bring a chair or blanket, grab a bite to eat, bring a drink in a non-breakable container, and enjoy some great music! More info: [www.imaginehagerstown.org](http://www.imaginehagerstown.org)
  - o May 28 – Kelly Bell Band and Ash the Artist
  - o June 25 – The Amish Outlaws and The South Mountain Breed

**Farmers Market:** Vendor Yard Sale at the Market, Saturday, May 22<sup>nd</sup> from 7 a.m. - 12 p.m. The Market will be open regular hours 6 a.m. - 12 p.m. for breakfast, lunch and shopping. Some vendors will also have a table in the back room area of the Market with yard sale specials.

## PARKS & ENGINEERING

### ENGINEERING DIVISION

1. **Stormwater Fee.** A third mailing was sent out this week to all property owners. The quarterly bills will start to show the stormwater fee beginning June 1<sup>st</sup> and we anticipate this will generate many calls to elected officials and staff.
2. **Turf Facility.** Held pre-proposal meeting and reviewed RFQ with interested parties. Four people attended.
3. **Mitchell Avenue Overpass.** The signal is about two weeks away from being energized.



4. **Engineering Statistics**

Description	Week of 5/17/21	Calendar Year 2021 TOTALS
Traffic complaints received	2	54
Work Orders completed	0	38
Traffic counts completed	3	14
Construction Projects		
Description	Week of 5/17/21	Calendar Year 2021 TOTALS
Projects advertised for bids	0	1
RFP's Advertised	0	2
Projects under construction	11	11
Projects completed	0	0

**PARKS DIVISION**

1. **Potterfield Pool.** Staff is in the process of finding a major water leak that appears to be generated in the skimmer system somewhere in the pool deck. Work will occur on May 26<sup>th</sup> and hopefully it can be resolved prior to the start of the season on May 29<sup>th</sup>.
2. **Fairgrounds Park.**
  - Staff removed the entire roof and accessories over the Parks & Recreation office so the contractor can install a replacement roof.
  - Staff are also reconfiguring the security fencing to keep people off the roof.
  - Staff repaired a main waterline failure which leads to the softball and soccer restrooms, concessions and irrigation systems.
3. **Tree Maintenance.** Our tree contractor is trimming and cutting down many trees thus keeping our crews extremely busy gathering up the large wood and debris.
4. **Fountains.** We are restarting our fountains and irrigation systems in our parks.
5. **Hager House.** Join us for living history at Old Elizabethtowne, Saturday, May 22, 2021 from 10 a.m. – 4 p.m.

**PLANNING & CODE ADMINISTRATION**

**Zoning Certificates:**

- 28 South Potomac Street, Suite 304 – Devine Spirit Parlour – creative spiritual center; reiki; belly dance classes; spiritual workshops; wedding officiant; meditation(s) classes.
- 1800 Dual Highway – Truist Bank – financial institution which receives deposits and makes loans.
- 1323 Salem Avenue – Truist Bank – financial institution which receives deposits and makes loans.

**New Development Cases:**

- 967 Sweeney Drive – 2003 Burhans II, LLC – site plan for a 40,000-square-foot warehouse/flex building.

**Board of Zoning Appeals:** The Board of Zoning Appeals continued the administrative appeal filed as a result of a zoning violation notice at 718 Forest Street to afford the appellant, Joan Lord, and the respondent (Planning and Code Administration Department) time to provide additional documentation regarding the permitting and inspections history of the property for the Board’s consideration. The case was continued until the June 16 hearing.

**Planning Commission:** On May 26 the Planning Commission will review an Environmental Site Design (ESD) Concept Plan for Daniel Michaels at 1150 Professional Court.

**Historic District Commission:** On May 13 the HDC approved an application filed by Sarah Perrie for deck and balcony railing replacements at 202 South Prospect Street.

One May 27 the HDC will be considering a façade grant application filed by City Sprouts/Mohammed (Amir) Shirazi for exterior renovations at 37-49 Jonathan Street.

**Weekly Activity Report:** May 10–14, 2021

<b>PERMITS</b>								
<b>TYPE</b>	<b>NUMBER OF NEW APPLICATIONS</b>							<b>NUMBER ISSUED</b>
Building	4	Residential -	4	Commercial -	0	Other -	0	6
Electric	28	Residential -	15	Commercial -	12	Other -	1	25
Plumbing	23	Residential -	21	Commercial -	2	Other -	0	23
Mechanical	12	Residential -	7	Commercial -	5	Other -	0	11
Engineering Dept.	3							2
<b>TOTAL</b>	70		47		19		1	67
<b>Est. Value of Issued Building Permit Projects:</b>				<b>FY21 Fiscal Year Totals:</b>				
Residential				\$ 64,400.00				\$ 27,896,035.00
Commercial				\$ 30,00.00				\$ 133,157,455.00
Apartment				\$ 77,000.00				\$ 1,176,384.00
Sign				\$ 8,000.00				\$ 256,337.00
<b>TOTAL</b>				<b>\$ 179,400.00</b>				<b>\$ 162,486,211.00</b>
<b>Projects of Interest</b>								
- Fire separate two units at 217 West Washington Street - \$75,000								
<b>RENTAL LICENSING PROGRAM YEAR: JULY 1, 2020 – JUNE 30, 2021</b>								
					<b>PROPERTIES</b>			<b>UNITS</b>
Registrations received week of May 10 – May 14					442			998
New applications issued week of May 10 – May 14					0			0
Total 2020-2021 registered (includes additions and subtractions since 6/8/20)					578			1,178
Percentage of rental license renewals that have registered for the 2020-2021 license year					15.1%			12.1%
<b>Notes:</b> The 2021-2022 rental license renewals for 9,709 units in 3,819 properties were mailed on April 30, 2021.								
<b>PAYMENT</b>								
Weekly payment received				\$ 74,850				
Weekly adjustment/credits				\$ 975				
<b>INSPECTIONS</b>								
<b>TYPE</b>	<b>NUMBER CONDUCTED</b>							
Building	82							
Electrical	60							
Plumbing	39							
Mechanical	16							
Safety	28							
Neighborhood Vitality	102							
Quality of Life	4							
Preventive Maintenance	8							
Planning & Zoning	2							
<b>INSPECTIONS KEY:</b>								
<b>Categories of Conditions</b>								
Safety	Conditions which are or reasonably present a hazard to occupant or public. Example: 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:	1,720	Field Interviews:	3
Arrests/Warrants Served:	16	Moving Violations:	32
Domestic Violence Calls:	19	Safety Repair Orders:	0
DUI Arrests:	0	Warnings:	26
Reports Filed:	123		

**REPORTS**

**05/13/21:** Officer Filges was dispatched to Triple Clean Laundry on Baltimore Street for a reported burglary. The owner explained that sometime over the night an unknown person placed a large flower pot under the air vent hood and gained access into the business. In this process the suspect damaged the air vent. It is estimated it will cost \$300 to repair the vent. The suspect stole a container of quarters with a value of approximately \$200. The suspect left through the back door. The City cameras captured the front of the business and observed a subject inside using an unknown object to pry open the change machine. He was unsuccessful and walks out of camera view. The officer sent a photo of the suspect via departmental email. Several responses came back and stated that this suspect appears to resemble a suspect involved in another burglary in the city. The investigation is on-going.

**05/14/21:** Officer Nichols along with other HPD officers responded to the area of Manor Drive for multiple report of shots fired. Officer Romero was able to locate a shell casing in the street on the south side of Manor Drive. Officer Nichols located a single shell casing in the mulch area and three shell casings in the grassy area of 93 Manor Drive. All shell casings were photographed, packaged and placed into evidence at HPD. Later, a witness called HPD and gave pertinent information regarding the incident. The investigation is on-going.

**05/15/21:** Officer B. Decker was dispatched to Forest Drive for a suspicious vehicle. The officer arrived and found a dark green Toyota Sequoia bearing a Virginia registration. The vehicle's lights were on and the engine was running. The officer activated his emergency lights and made contact with the driver. The officer knocked on the window and the driver opened the window. The officer immediately noticed the glassy eyes of the driver. The officer asked the driver why he was parked with lights on and engine running. With slurred speech, the driver just kept repeating that he lives in Hagerstown, Maryland. The officer asked for the driver's license and registration however the driver became confused. The driver was asked to exit the vehicle so the officer could conduct a Standardized Field Sobriety Test. At this point the driver became uncooperative and would not answer any questions. The driver would not submit to a breath test nor sign any paperwork. The officer issued citations for Driving Under the Influence of Alcohol and other related charges.

**05/16/21:** Officer Daveler was contacted by a citizen who had a harassment complaint. He stated that he walking to 7 Star Mini Mart when a vehicle pulled up next to him, opened the car window and pointed a handgun at him. The driver stated to the citizen, "You owe me money and I will kill you". The vehicle then drove off. The citizen was able to provide the officer with the name of the suspect. The officer will be reviewing City cameras to see if the incident was captured on film. No further details are available.

**05/17/21:** Officer Wolfe was dispatched to Family Dollar Store on Pennsylvania Avenue for the report of a robbery in progress. The two closing employees locked the business and then went to their vehicles. It should be noted both employees got into the same vehicle at this point. While both in the vehicle, a black male approached the passenger side of the vehicle and pointed a gun at them. The male was demanding they open the store and once inside he demanded they open the safe. The one employee stated she could not open the safe due to a safety device. Again, the male ordered the safe to be opened. After repeating the safe cannot be opened, he fled the store. The employee then called the police. The officer reviewed the store's video system and the incident was captured on camera. A photograph of the suspect was sent to all department personnel in an attempt to locate and identify him. No further details are available.

**05/18/21:** Officer Thompson was on a call on West Washington Street when heard the engine of a dirt bike coming toward him. The officer observed the male riding the dirt bike down the sidewalk towards him and began to rev the engine. The person riding the dirt bike was driving in a careless and reckless manner. The officer ordered the driver of the dirt bike to get off the bike. After some investigation the officer discovered the male was driving on a suspended license, operating an unregistered vehicle on the highway and driving an uninsured vehicle. The officer issued the male several citations. No further details are available.

**OTHER NEWS/INFORMATION**

**Recruit Dylan Altman:** Dylan Altman joined the Hagerstown Police Department on May 17, 2021. Altman will be under the command of Sergeant Hay. We wish him much success as he enters the Western Maryland Police Academy.

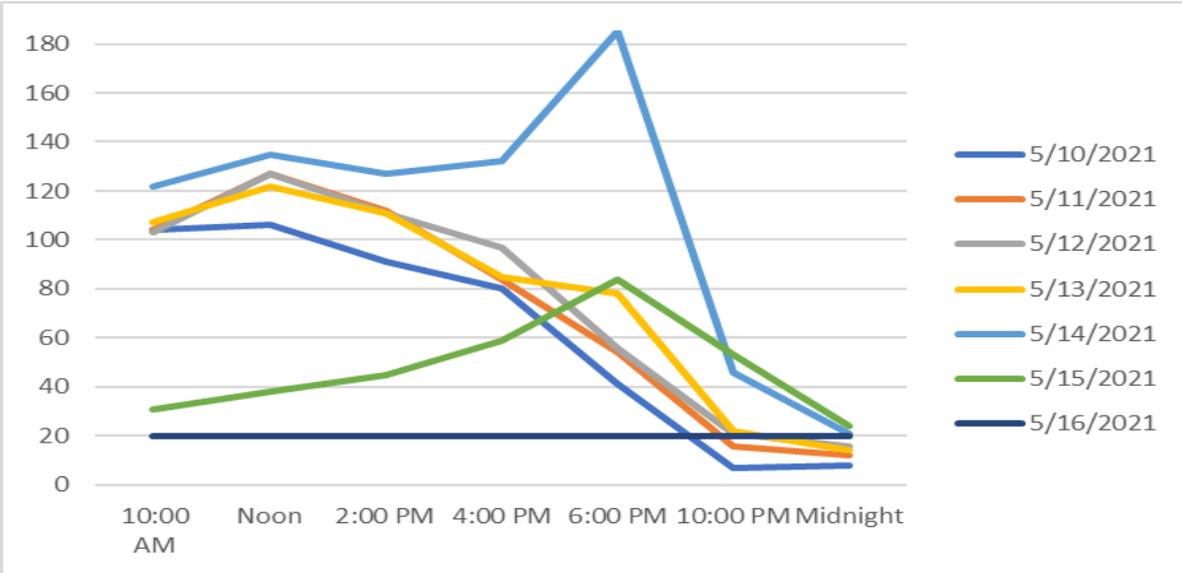
**Congratulations to Officer Travis Wheat:** Officer Wheat has completed his Field Training and has now been certified for solo patrol. He has been assigned to Baker Platoon under the command of Lieutenant Rebecca Fetchu and his immediate supervisor is Sergeant Lucas. We wish him much success with his police career at HPD.

**PUBLIC WORKS**

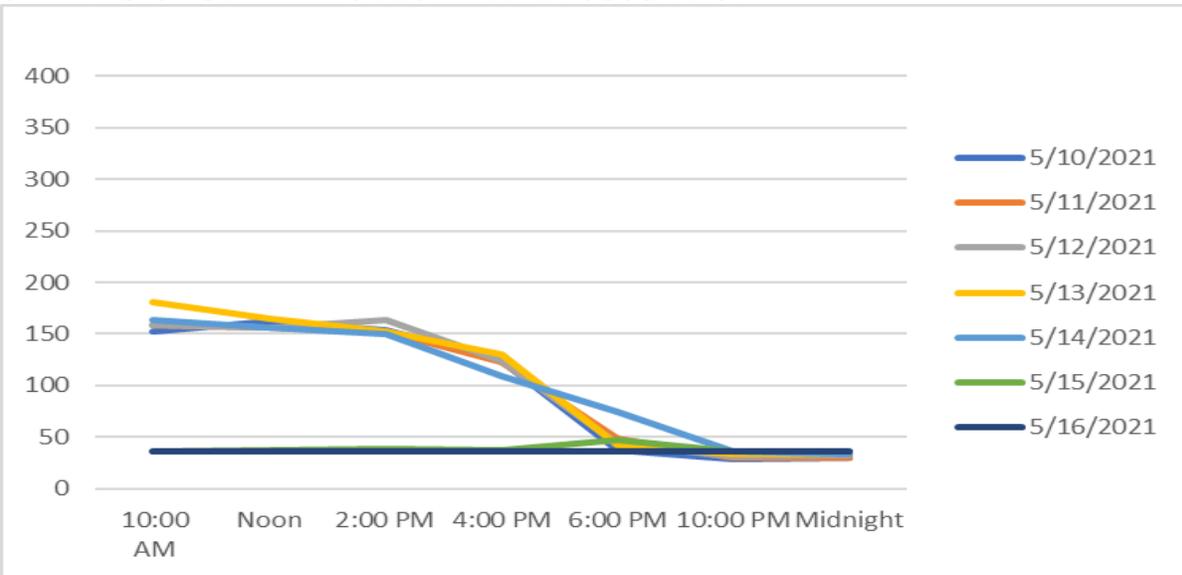
**CHART NO. 1 – GENERAL PARKING SYSTEM DATA**

		<b>Current Week</b>	<b>Previous Week</b>
<b>Number of Permit Holders</b>	A & E Deck	155	158
	University District Deck	246	246
<b>Number of Student Permits</b>	Central, Market, Rochester Lots	32	40
<b>Number of Patrons Using Decks</b>	A & E Deck	1624	1608
	University District Deck	1160	1051
<b>Number of Citations Issued</b>	(Includes Warnings)	254	255
<b>Late Payment Notifications</b>		13	26
<b>Peak Occupancy (%)</b>	A & E Deck	100% Fri @ 6 PM	74% Thu @ Noon
<b>Peak Occupancy (%)</b>	University District Deck	42% Thu @ 10 AM	39% Thu @ 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
<b>DCED</b>	0	1
<b>Fire</b>	0	2
<b>Human Resources</b>	0	1
<b>Light</b>	2	1
<b>Parks &amp; Engineering</b>	2	4
<b>Police</b>	10	5
<b>Public Works</b>	5	4
<b>Wastewater</b>	2	3
<b>Water</b>	2	3
<b>Weekly Totals</b>	23	24
<b>Yearly Total</b>	376	

**AFTER HOUR CALL BACKS**

Tuesday, May 11, 2021 @ 4:00 PM: Calls came in about southbound traffic backing up on Potomac Street at Wilson Boulevard due to the traffic signal malfunctioning. An investigation into the signal programming indicated the signal was working per design. There is traffic congestion at this intersection at certain times of day. A traffic consultant has been contacted to assist the city in reviewing the programming to make adjustments to the signal timing. The consultant will be on site Tuesday, May 18<sup>th</sup>.

Thursday, May 13, 2021 @ 6:45 PM: Staff was contacted about a pedestrian signal pole that was struck and knocked down by a truck. The location was East Franklin Street and Cannon Avenue. The damage was minimal and only involved the breakaway bolts and the signal head itself. Staff had the pole back in place the following day.

Sunday, May 16, 2021 @ 11:30 AM: The traffic signal at the intersection of South Potomac Street and Memorial Boulevard was reported to be in flash. A signal tech responded to make the repair. The signal was being affected by an issue from one of the walk lights. The signal was reset and placed back into normal operations.

**UTILITIES DEPARTMENT**

**ELECTRIC DIVISION**

**Service Calls:**

Mon 5/17 - 775 South Potomac Street – pole damaged; street light #561 struck in vehicle accident. The streetlight was removed temporarily until follow-up replacement was completed the following business day. Time Out: 16.5-17.4

**Engineering**

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- The Engineering Designer submitted multiple jobs to Distribution for construction activities.
- The Staff Engineer reviewed security means for the HLD SCADA and communications system.
- Engineering staff applied herbicide to HLD rights-of-way to control vegetation growth.
- Staff met to discuss Work Order Management structure planning

**WASTEWATER DIVISION**

**Wastewater Treatment Plant at Frederick Street**

Date	Flow (mgd)	Rainfall (inches)
Wednesday, May 12, 2021	5.89	0.00
Thursday May 13, 2021	5.71	0.00
Friday, May 14, 2021	5.39	0.00
Saturday, May 15, 2021	5.30	0.00
Sunday, May 16, 2021	5.26	0.00
Monday, May 17, 2021	5.42	0.00
Tuesday, May 18, 2021	5.46	0.00
Weekly – Avg. Flow / Total Rainfall	5.49	0.00
May – Avg. Flow /Total Rainfall	5.83	1.23

**Miscellaneous**

- Cleaned digester pump vault and aeration diffuser.
- Rebuilt Komline Sanderson (7M) plunger pump.
- Used the mega-lift to turn over the sand on the filter cellsk.
- Excavated and repaired underground potable water leak.
- Routine MVP Plant Work orders & Corrective Work Orders.

**Wastewater Collection**

**SSES Weekly Progress**

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	1,10,17,18	681'	53'	3
Flushing	10	8,080'		

**Collection System Maintenance Tasks**

- Excavated, and made final repair patches on North Colonial Drive and Harvard Road.
- Excavated, and made final repairs of two patches on Bryan Place.
- Surveyed manholes on Marshall Street.
- Excavated and repaired water line at WWTP.
- Installed risers on manholes #22109 and 22105.
- Checked stations' fueled generators.
- Cleaned shop.
- Pump Station #22: installed new check valve on #1 pump.
- Collected Newgate meter readings.
- 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	3	0	0	0	1	8
<b>YTD 2021</b>	<b>68</b>	<b>27</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>73</b>	<b>169</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.

**Lab**

- Process and regulatory testing were routine for the week.
- Office, break/storage area, lab analysis area renovation in progress.
- Replaced effluent sampler tubing.
- Finalized MSDS binder.
- Consolidation of electronic file system in progress.

**WATER DIVISION**

**Plant Flows - System Demand (MGD)**

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
05/13/21	10.72		10.72
05/14/21	10.64		10.64
05/15/21	10.50		10.50
05/16/21	10.06		10.06
05/17/21	10.90		10.90
05/18/21	10.20		10.20
05/19/21	11.65		11.65
Average:			10.81

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

- R.C. Willson and Pump Stations – Staff worked on facility maintenance and routine preventative maintenance.

**Water Production at Breichner / Edgemont Reservoir.** The Edgemont Reservoir pool elevation is currently at 3.0 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.

**Water Distribution**

- Crews performed customer service work and new meter installations as needed.
- Crews continue to replace residential meters throughout the water service area.
- Work has been completed on Catawba Circle.

**Laboratory**

- Process and regulatory testing were routine for the week.
- New Water Bacti Laboratory relocation and renovation continuing.
- Completed Bacti sampling for the month
- Collected distribution line sample (Bacti & Chlorine) on Greencastle Pike.

**Engineering**

	<u>City</u>	<u>County</u>
Site Plans	-	1
Preliminary Plats	-	-
Grading Plan	-	-
Final Plat	-	-
Building Permits	-	-
Development Plan	13	2

- Completed inspection for ongoing projects.



Respectfully submitted,

Handwritten signature of Scott A. Nicewarner in blue ink.

Scott A. Nicewarner  
City Administrator