

CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 32 FOR 2021



August 13, 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>.

AUGUST 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	3 3pm Executive Session 4pm Work Session 6pm National Night Out @ Fairgrounds Park	4	5	6	7
8	9	10 3pm Executive Session 4pm Work Session	11 4pm Hagerstown Planning Commission Meeting	12 4pm Board of Traffic & Parking Meeting 4:30pm Hagerstown Historic District Commission Meeting	13	14
15	16	17 3pm Executive Session 4pm Work Session	18 7pm Board of Zoning Appeals Meeting	19	20	21
22	23	24 7pm Regular Session	25 7pm Board of Zoning Appeals Meeting	26 4:30pm Hagerstown Historic District Commission Meeting	27	28
29	30	31 6pm Community Input Meeting @ Wheaton Park				

COMMUNICATIONS

This Week's Headlines & Media Releases:

- Skatepark On Track After Commissioners Approve Funding
- Maryland's Public-Meeting Censure Leads to WCPS Commitment to Transparency
- New CDC Order Will Protect Some Maryland Tenants, Not Others
- Hagerstown Eyes Plans for 2M-Square-Foot Warehouse, New Road

- Hagerstown Still Waiting to See Citizens Advisory Committee at Police Department
- Washington County Public Schools to Return Aug. 30 to Full Capacity Without Mask Mandate
- County Plans to Invest \$19 in Radio Gear, School Work, Pensions
- New Distribution Center to Open This Fall, Employ About 85 in Hagerstown
- Hagerstown Residents Help Clean Up Litter on the Streets
- Coronavirus Cases Up Nearly 55% in Maryland
- Press Release: City Park Lake 100th Anniversary Celebration
- Press Release: Planning Commission Vacancy
- Press Release: Next Community Yard Sale This Saturday
- Traffic Advisory: Krumpe's 5K Race

This Week's Video Projects

- Mayor & Council Special & Work Session
- "Council WRap" Segment
- "Building City Park" Video Series: Part 5 post production
- "City Park Lake 100th Anniversary Celebration" Promotional Video production
- "Potterfield Pool" spot production

Channel 25 Hub City Now Programming:

- Mayor & Council Meeting
- "Council WRap"
- Imagine Hagerstown August Promo
- City Park Train Hub Promo
- "Visit Hagerstown" Promo
- "State of the City" Presentation
- "Council WRap" Promo
- "Building City Park" Video Series: Part 4
- Cultural Trail: "Fantastical Garden"
- Fit Room Promo
- Hagerstown Greens at Hamilton Run Promo
- Hager House Promo
- "Hub-Bub" Video Podcast
- Stormwater Program Informational Video
- MTA Commuter Connection

City Website:

- www.hagerstownmd.org attracted 11,370 user visits for the week of August 2-8, 2021.

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

• Home Page	2,606
• Utility Billing Page	1,394
• Potterfield Pool Page	293
• Civic Alerts Page	285
• Police Page	215
• Parks & Recreation Page	211
• Dine Downtown Page	136
• Downtown Events Page	131
• Firefighters Page	129
• Bids Page	127

- Top Searches:

- "Pay bill"
- "Pay my bill"
- "True"
- "Rental licensing"
- "Online bill payment"

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

Community Development Update: Project update for July 2021 includes:

- *Residential Rehabilitation Program Projects In Progress:* 21
- *Residential Rehabilitations Completed:* 1 (water heater replacement and vent outlet relocation)
- *Residential Rehabilitation Program Applications Received:* 2
- *CDBG Program Loan Payments:* \$20,107.41 (includes one loan payoff)
- *Business Revolving Loan Fund Payments:* \$3,505.52
- *Maryland Historic Trust Reviews Requested:* 3
- *Environmental Reviews Completed:* 3
- Staff began the review process for a proposed reconstruction of five pedestrian bridges at City Park. Due to MHT findings this review was required to go through HUD's Request for Release of Funds process. A comment period was opened for the project from July 30th to August 9th and no public comments were received. Staff will now send the request to HUD's Baltimore office for approval.
- The FY 2021/2022 Annual Action Plan for the City of Hagerstown's Community Development Block Grant (CDBG) program was formally accepted and approved by HUD on July 1, 2021. This plan outlines the various goals and projects that will be undertaken during FY 2021/2022 and is available for public viewing on the City's website.

Events: Upcoming events include:

- ***Krumpe's Donut Alley Rally 5K*** is taking place on Friday, August 13. This event benefits the Wounded Warrior Project. More information: <https://krumpesdonuts.com/krumpes-donut-alley-rally/>
- ***Augustoberfest*** Charitable Foundation is sponsoring a German-themed Downtown Plaza Festival at University Plaza on August 21, 12-8 pm. No entry fee. Food, beer, wine, music.
- ***Maryland International Film Festival.*** August 20-22, various locations. More info: <https://www.marylandiff.org>
- ***Imagine Hagerstown*** Fourth Friday, August 27, 5-8 pm, University Plaza. Jah Works; Dirty Soul opens. www.imaginehagerstown.org. Free. BYO chair, food, drink.

ENGINEERING

1. **Wesel Boulevard Update.** The contractor is finishing work on the outside lanes of the street between Jiffy Lube and the City limits. Traffic should be shifted to those lanes early next week so that the inside lanes can be reconstruction. Once the inside lanes are completed, the concrete barriers will be removed and the intersection at Heister Street will be reopened to crossover traffic.
2. **Urban Improvement Project.** The contractor is installing the stormwater management facility along the west side of the District Court building, and will then bring that area to grade to allow for construction of the Cultural Trail extension. Staff met with representatives of BISFA and WCPS Transportation to discuss bus routing behind the school while the alley behind the District Court is closed for Trail construction.
3. **Pangborn Park Lake.** The stream restoration work is essentially complete, and the contractor is installing new sidewalk around the lake along Pangborn Boulevard.

4. **Stormwater Utility Fee.** Staff continues to meet with residents and business owners to review their stormwater fee charges, and to make adjustments and apply credits where applicable.

5. **Engineering Statistics**

Description	Week of 8/9/21	Calendar Year 2021 TOTALS
Traffic complaints received	2	126
Work Orders completed	2	95
Traffic counts completed	4	16
Construction Projects		
Description	Week of 8/9/21	Calendar Year 2021 TOTALS
Projects advertised for bids	0	1
RFP's Advertised	0	2
Projects under construction	11	11
Projects completed	1	1

PLANNING & CODE ADMINISTRATION

New Development Cases:

1201 Maryland Avenue – Great Southern Wood Addition.

Planning Commission: The Commission reviewed its Bylaws to address the continued use of on-line meeting platforms in the post-Covid world and the Board of Zoning Appeals Agenda.

Weekly Activity Report: July 26 – August 6, 2021

PERMITS								
TYPE	NUMBER OF NEW APPLICATIONS							NUMBER ISSUED
Building	17	Residential -	9	Commercial -	4	Other -	4	24
Electric	49	Residential -	34	Commercial -	11	Other -	4	52
Plumbing	27	Residential -	22	Commercial -	2	Other -	3	27
Mechanical	19	Residential -	15	Commercial -	3	Other -	1	20
Engineering Dept.	10							15
TOTAL	122		80		20		12	138
f								
Est. Value of Issued Building Permit Projects:					FY22 Fiscal Year Totals:			
Residential				\$ 194,466.00				\$ 1,763,281.00
Commercial				\$ 9,788,225.00				\$ 14,017,411.00
Apartment				\$ 98,000.00				\$ 11,818,839.00
Sign				\$ 26,686.00				\$ 47,536.00
TOTAL				\$ 10,107,377.00				\$ 27,647,067.00
Projects of Interest								
<ul style="list-style-type: none"> - Add third cook line to existing kitchen at 450 Dual Highway - \$68,000 - Extend fueling island canopy, replace fueling dispensers at 820 Commonwealth Avenue - \$1,010,000 - Demo existing two-story duplex and existing two-story commercial building at 227-235 East Franklin Street - \$50,000 - Interior conveyor installation, maintenance platforms, and other equipment at 811 Wesel Boulevard – \$7,944,645 - Construction of façade wall and dumpster enclosure at 45 West Washington Street - \$180,000 - Construct new single store structure for Dollar General at 225 East Franklin Street - \$400,000 								
RENTAL LICENSING PROGRAM YEAR: JULY 1, 2020 – JUNE 30, 2021								
					PROPERTIES	UNITS		
Registrations received week of July 26 – Aug 6					119	472		
New applications issued week of July 26 – Aug 6					5	5		
Total 2020-2021 registered (includes additions and subtractions since 6/8/20)					3,139	8,320		
Percentage of rental license renewals that have registered for the 2020-2021 license year					82.3%	85.7%		

Notes: The 2021-2022 rental license renewals for 9,709 units in 3,819 properties were mailed on April 30, 2021.

PAYMENT

Weekly payment received	\$ 35,900
Weekly adjustment/credits	\$ 6,375

INSPECTIONS

TYPE	NUMBER CONDUCTED
Building	176
Electrical	83
Plumbing	93
Mechanical	25
Safety	44
Neighborhood Vitality	201
Quality of Life	6
Preventive Maintenance	80
Planning & Zoning	6

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:	1,548	Field Interviews:	10
Arrests/Warrants Served:	28	Moving Violations:	14
Domestic Violence Calls:	28	Safety Repair Orders:	3
DUI Arrests:	0	Warnings:	17
Reports Filed:	148		

REPORTS

08/06/21: Officer Routzahn was contacted at the Watch Center by a citizen who wanted to report two bikes that were stolen from his porch on Broadway. He stated they were taken some time between 11 a.m. – 5 p.m. The victim did not have the serial numbers for the bikes. At this time there are no suspects.

08/07/21: Officer Daveler responded to North Potomac Street for a report of a burglary. The property owner advised that some of the apartments are occupied, however the majority are vacant. The property owner advised he has been doing construction work within the building. When the owner left the property on August 5th, the building was intact, locked and secured. However, when he arrived to the property on the 7th, he discovered a rear door to one of the apartments was kicked in and damaged. Since the apartment was vacant there was nothing stolen. The officer talked with the tenants on the second floor, however they did not see or hear anything suspicious. No additional information is available at this time.

08/08/21: Officer Wolfe was dispatched to the parking lot behind South Cannon Avenue for the report of a stolen vehicle. The victim advised she inherited a vehicle from her son and that it had been parked in the parking lot due to a dead battery and flat tires. The victim discovered the vehicle missing on August 8th. The officer searched the lot and was unable to locate the missing vehicle. The officer observed signs posted stating unauthorized would be towed by Reliable Towing. The officer contacted the tow company however they advised they had not towed it. The officer then entered the vehicle into NCIC as stolen. No further details are available.

08/09/21: Officer Rowe responded to Dollar General on Potomac Avenue for a report of an attempted robbery. An employee stated a male grabbed him by the arm and told him to go behind the counter and give him the money. The employee refused to give up the money and the suspect again demanded the money. The suspect claimed to have a weapon however none was displayed. A customer in the store grabbed the suspect around the neck and dragged him from the store. The suspect then fled the area. The store's video system captured the incident. The officer will attempt to identify the suspect from the surveillance camera footage. No further details are currently available.

08/10/21: Officer White was dispatched to West Baltimore Street for a report of destruction of property. The victim stated that some unknown person or persons spray painted the rear of her Chevrolet Malibu. Officer White contacted Gerry Kendle who works security for that address. He advised another vehicle in the area had been spray painted in the same manner as the victim's vehicle. There is a person of interest.

PUBLIC WORKS

CHART NO. 1 – GENERAL PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	151	151
	University District Deck	265	263
Number of Student Permits	Central, Market, Rochester Lots	39	39
	Number of Patrons Using Decks	A & E Deck	1418
University District Deck		1228	1261
Number of Citations Issued	(Includes Warnings)	242	271
Late Payment Notifications		N/A*	15
Peak Occupancy (%)	A & E Deck	79%	64%
		Sat @ 10 PM	Tues @ Noon
Peak Occupancy (%)	University District Deck	66%	65%
		Tues @ Noon	Tues @ 10 AM

*Information was not available in time for report

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

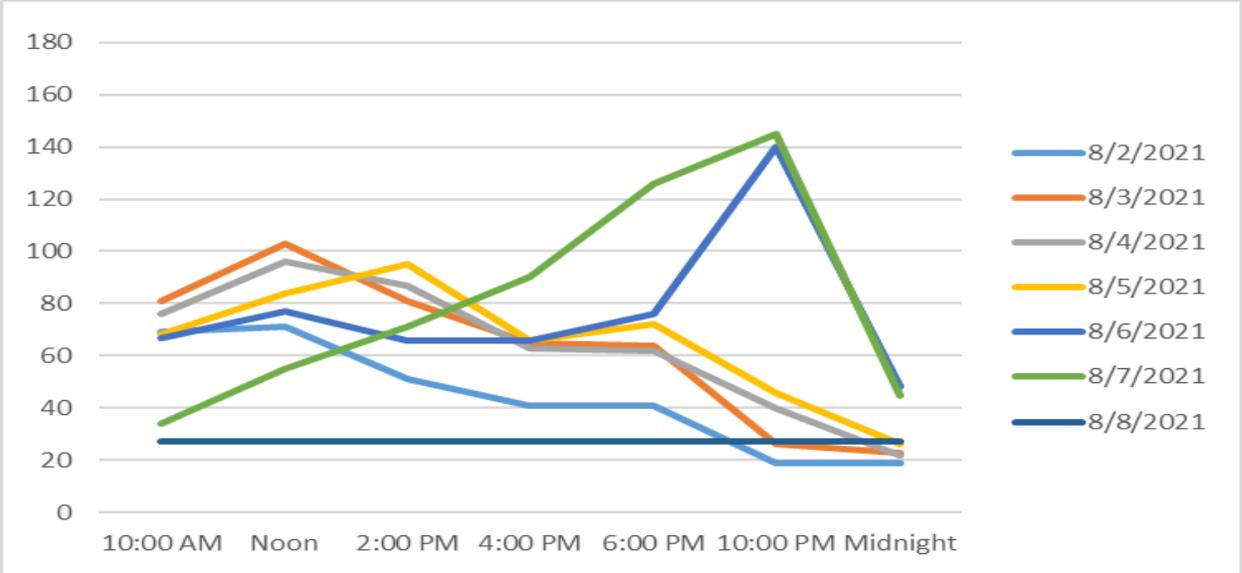
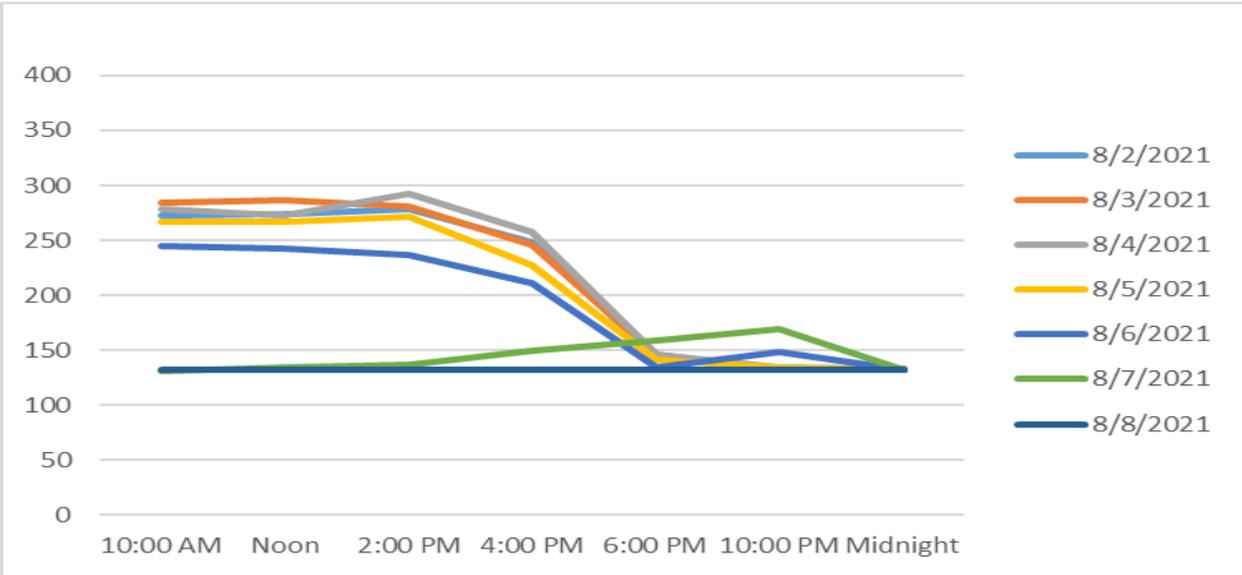


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	0
Engineering	0	0
Fire	0	3
Light	2	1
Parks & Recreation	6	2
Planning & Code	0	0
Police	8	4
Public Works	5	0
Wastewater	1	1
Water	6	6
Human Resources	0	0
Weekly Totals	28	17
Yearly Total	575	547

COMMUNITY CLEANUP. A community-wide cleanup was organized by the Mayor and Councilmembers for Saturday, August 7, 2021. Volunteers were welcome to assist in cleaning up trash from sidewalks and other areas. Public Works supplied 400 bags and 175 pair of gloves and collected the filled trash bags from 10 different locations the following Monday.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Service Calls

- Thur. 8/5 - 105 Broadway – reconnect service following completion of tree trimming job. Time Out: 15.0-15.4
- 1190 Wayne Avenue – total outage; squirrel caused a transformer fuse to operate. Time Out: 15.4-16.2
- 441 Summit Avenue – total outage; the service connections were tightened. Time Out: 19.2-19.7
- Sat. 8/6 - 248 South Potomac Street – tree on line; the branch from the service. Time Out: 15.2-15.7
- Mon. 8/9 - 1019 Florida Avenue – tree on line; the branches from the service. Time Out: 15.8-16.4
- 637 Summit Avenue – pole damaged; utility pole struck in vehicle accident. No damages to HLD facilities were found. Time Out: 17.0-17.7
- Wed. 8/11 - Various HLD locations – numerous outages, lines down, trees limbs on wires, etc. following thunder storms that passed through the area. Time Out: 15.2-18.2
- Thur. 8/12 - 728 Frederick Street – lines down; the wires belonging to a fiber optic company. Time Out: 1.6-2.1

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
7	0	1	0

Engineering

- Multiple permit reviews and service upgrade requests have been reviewed and/or completed by engineering staff.
- Staff performed underground locate requests across the system.
- Staking of the utility poles along Wesel Blvd. have been completed and line crews began construction.
- The Staff Engineer reviewed data from HLD power quality recorders to assist customers with troubleshooting electrical issues.
- Engineering staff met with multiple manufacturer representatives to discuss material procurement challenges.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, August 4, 2021	4.90	0.00
Thursday August 5, 2021	4.53	0.00
Friday, August 6, 2021	4.57	0.00
Saturday, August 7, 2021	4.29	0.00
Sunday, August 8, 2021	4.29	0.00
Monday, August 9, 2021	4.41	0.00
Tuesday, August 10, 2021	4.53	0.06
Weekly – Avg. Flow / Total Rainfall	4.50	0.06
Aug – Avg. Flow/Total Rainfall		

Miscellaneous

- Pulled Parkson airlifts, cleaned as needed and checked for proper operation.
- Bypassed ENR filters to clean out mud well and install spare pump.
- Replaced outside lighting on Final Clarifier #6.
- Reconfigured sample pump discharge piping to feed new UVT unit.
- Routine MVP Plant Work orders & Corrective Work Orders.
-

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	N/A			
Flushing	#11	13,253'		

Collection System Maintenance Tasks

- Pump Station # 3, removed temporary fencing from station, new fence being installed by contractor.
- Pump Station # 6, pulled # 1 pump to clean out rags.
- Pump Station # 26, pulled # 2 pump to clean out rags/debris.
- Collected Newgate Flow Readings.
- Sewer backup, 930 Summit Avenue, problem on the private side.
- Sewer backup, 310 East Franklin Street, problem on the private side.
- Took CCTV truck to Rausch for repairs.
- Cleaned Shop.
- General pump shop repair work.
- Excavated and concreted patches on Glenwood Avenue and Columbia Avenue.
- Inspected (42) manhole frames in overlay streets for potential repair.
- Entered (15) manholes from district #15 into manhole data base.

Administration

Wastewater Division – Customer Call Log Summary 2021							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	3	2	1	0	0	4	10
YTD 2021	100	47	4	0	0	102	253

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.
- Collected Industrial Pretreatment samples from Berwick.
- Collected 3rd Quarter POTW Metals samples.
- Collected 3rd Quarter Toxic Chemical Testing samples.
- Collected monthly DI water samples.
- Consolidation of electronic and paper file system in progress.
- DI water system under review.
- Completed Analytical Balance SOP and associated QA/QC forms.
- QA/QC Manual in preparation.
- Laboratory Safety Manual in preparation.

WATER DIVISION

Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
08/05/21	11.78		11.78
08/06/21	12.26		12.26
08/07/21	11.41		11.41
08/08/21	11.19		11.19
08/09/21	12.09		12.09
08/10/21	11.64		11.64
08/11/21	11.74		11.74
Average			11.73

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

- Staff worked on facility maintenance and routine preventative maintenance.
- Staff replaced bad light fixtures with LED at RCW Plant.

Water Production at Breichner / Edgemont Reservoir. The Edgemont Reservoir pool elevation is currently unavailable because the sensor is not functioning. 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 continued replacement of residential meters throughout the water service area.
- Crews repaired a water main on Comanche Drive.

Laboratory

- Process and regulatory testing were routine for the week.
- Bacteriological monitoring for August in progress.
- One distribution line test completed.
- Collected distribution sample for metal analysis.
- Addressed customer concern about water quality at residence.
- New water lab plumbing installation in progress.
- Consolidation of electronic and paper file systems in progress.

Engineering

	<u>City</u>	<u>County</u>
Site Plans	-	-
Preliminary Plats	-	-
Grading Plan	-	-
Final Plat	-	-
Building Permits	6	2
Development Plan	-	-

- Generating fixed asset reports.
- Construction inspection and quality assurance testing of ongoing projects.
- Review of site plan and city permit drawings.
- Gathering information related to inquiries about water service and infrastructure location.



Respectfully submitted,



Scott A. Nicewarner
City Administrator