

# CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 33 FOR 2021



August 20, 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>AUGUST 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>						
<b>Sunday</b>	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Saturday</b>
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:**

- County Launches \$1M Capital Campaign for Public Safety Training Center
- WCPS Issues Official Guidelines for New School Year Without Masks
- Residents Have \$3.3M in Outstanding Hagerstown Utility Bills
- Gaming Commission Allocates \$1.23M to 60 Nonprofits
- Washington County's COVID Cases Soar to 'Substantial' Transmission Rate

- Hagerstown Attorney Appointed to District Court Judgeship
- COVID-19 Cases Keep Climbing; Hospitals Now Restricting Visitors
- Masks are Now Required for All Students and Staff at WCPS Schools
- Scaled-Down German Festival Set for Saturday in Downtown Hagerstown
- Press Release: Imagine Hagerstown August 27

**This Week's Video Projects**

- Mayor & Council Special & Work Session
- "Council WRap" Segment
- "Potterfield Pool" :30 spot post production

**Channel 25 Hub City Now Programming:**

- Mayor & Council Meeting
- "Council WRap"
- "City Park Lake 100<sup>th</sup> Anniversary Celebration" :30 spot
- "City Park Lake 100<sup>th</sup> Anniversary Celebration" Promotional Video
- Imagine Hagerstown August Promo
- City Park Train Hub Promo
- "Visit Hagerstown" Promo
- "State of the City" Presentation
- "Council WRap" Promo
- 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](http://www.hagerstownmd.org) attracted 11,870 user visits for the week of August 9-15, 2021.

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

• Home Page	2,601
• Utility Billing Page	1,463
• Police Page	331
• Potterfield Pool Page	308
• Civic Alerts Page	236
• Electric Division Page	227
• Parks & Recreation Page	186
• Fairgrounds Park Page	161
• Bids Page	142
• City Park 100 Page	142
• Dine Downtown Page	142

- Top Searches:

- "True"
- "Online bill payment"
- "City park train hub"
- "Power outages"
- "Pay my bill"

**DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT**

**N1st:** The Neighborhoods 1st Leadership team met with City staff and HPD on Wednesday, August 18th. The groups discussed neighborhood concerns and upcoming community projects.

**Events:** Upcoming events include:

- Augustoberfest Charitable Foundation is sponsoring a **German-themed Downtown Plaza Festival** at University Plaza on August 21, 12-8 p.m. No entry fee. Food, beer, wine, music.
- **Maryland International Film Festival.** August 20-22, various locations. For more information visit <https://www.marylandiff.org>
- **Imagine Hagerstown Fourth Friday**, August 27, 5-8 p.m., University Plaza. Jah Works; Dirty Soul opens. [www.imaginehagerstown.org](http://www.imaginehagerstown.org)<<http://www.imaginehagerstown.org>>. No entry fee. Bring your own chairs, food and drink.

**ENGINEERING**

1. **Wesel Boulevard.** Work appears to be on track to be completed around the end of September.
2. **Indoor Turf Facility.** Staff continues to review the short list proposal and requested additional information from proposing developers.
3. **Out to Bid.** Project currently out for bids include:
  - BMX Track Bioretention Area at Fairgrounds Park
  - Fairgrounds Entrance Building Stabilization
  - Public Works Garage Roof Replacement
  - Wall Replacement Adjacent Alley 5-62
4. **Wheaton Park.** A public meeting at Wheaton Park has been scheduled for Tuesday, August 31<sup>st</sup> at 6 p.m. to discuss ideas on ways to improve the park.
5. **Skatepark.** The park is now on Google Maps and the design is being routed through the planning process.
6. **Engineering Statistics**

Description	Week of 8/16/21	Calendar Year 2021 TOTALS
Traffic complaints received	11	137
Work Orders completed	6	101
Traffic counts completed	1	17
Construction Projects		
Description	Week of 8/16/21	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:**

- SA-2021-03 – Minor site plan for a shed at Great Southern Wood, Maryland Avenue.
- SA-2021-04 – Portable Classrooms at North Hagerstown High School.
- ZS-2021-11 – Site Plan for the skate park at Fairgrounds Park
- S-2021-08 – Condominium Plat for units at the historic house condo at 37 South Prospect Street.

**Planning Commission**

The August 25<sup>th</sup> agenda includes discussion of amendment to transportation element of the Comprehensive Plan, and adoption of updated rules of procedure to address broadcasting of meetings and Zoom technology. Staff and Commission are also working to find a mutually convenient date to conduct a field trip to the development known as “Walden” near Mechanicsburg, PA to study the improvements and development patterns and elements of that much praised community.

**Board of Zoning Appeals**

The August 18<sup>th</sup> agenda included the following:

- Case No. Z-2021-09 - Wells House – 670 Oak Hill Avenue, postponed to the September 22 meeting.
- Case No. Z – 2021-10 –Skene – 801 Hamilton Blvd., variance for a pool in a side street setback was approved with conditions.
- The Board also approved revised rules of procedure to address broadcast of meetings and use of Zoom technology as a matter of course (as a result to changes due to the pandemic).

**Historic District Commission**

The August 26<sup>th</sup> agenda includes the following:

- HDC-2021-29 – Sign at 41 South Potomac Street
- HDC-2021-30 – Pool and fence at 801 Hamilton Boulevard
- Adoption of updated Bylaws to address broadcast of meetings and use of zoom technology.

**Weekly Activity Report:** August 9–13, 2021

<b>PERMITS</b>								
<b><u>TYPE</u></b>	<b><u>NUMBER OF NEW APPLICATIONS</u></b>							<b><u>NUMBER ISSUED</u></b>
Building	4	Residential -	3	Commercial -	0	Other -	1	5
Electric	10	Residential -	4	Commercial -	5	Other -	1	11
Plumbing	10	Residential -	10	Commercial -	0	Other -	0	10
Mechanical	8	Residential -	3	Commercial -	4	Other -	1	8
Engineering Dept.	28							16
<b>TOTAL</b>	<b>60</b>		<b>20</b>		<b>9</b>		<b>3</b>	<b>50</b>
<b><u>Est. Value of Issued Building Permit Projects:</u></b>					<b><u>FY22 Fiscal Year Totals:</u></b>			
Residential	\$ 5,639.00				\$ 1,768,920.00			
Commercial	\$ 1,550.00				\$ 14,018,961.00			
Apartment	\$ 750,000.00				\$ 12,568,839.00			
Sign	\$ 30,000.00				\$ 77,536.00			
<b>TOTAL</b>	<b>\$ 787,189.00</b>				<b>\$ 28,434,256.00</b>			
<b><u>Projects of Interest</u></b>								
-Interior alterations of existing building to create eight new apartments at 17-21 ½ East Franklin Street - \$750,000								
<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 Aug 9 – Aug 13					71	174		
New applications issued week of Aug 9 – Aug 13					3	3		
Total 2020-2021 registered (includes additions and subtractions since 6/8/20)					3,210	8,494		
Percentage of rental license renewals that have registered for the 2020-2021 license year					84.1%	87.5%		
<b><u>Notes:</u></b> The 2021-2022 rental license renewals for 9,709 units in 3,819 properties were mailed on April 30, 2021.								
<b><u>PAYMENT</u></b>								
Weekly payment received	\$ 13,900							
Weekly adjustment/credits	\$ 3,150							

<b>INSPECTIONS</b>	
<b>TYPE</b>	<b>NUMBER CONDUCTED</b>
Building	120
Electrical	42
Plumbing	39
Mechanical	15
Safety	9
Neighborhood Vitality	42
Quality of Life	0
Preventive Maintenance	23
Planning & Zoning	3
<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:	1,490	Field Interviews:	11
Arrests/Warrants Served:	25	Moving Violations:	25
Domestic Violence Calls:	14	Safety Repair Orders:	2
DUI Arrests:	1	Warnings:	41
Reports Filed:	121		

**REPORTS**

**08/13/21:** Officer Wheat responded to West Washington Street for a report of a catalytic converter theft from a vehicle. The owner of the vehicle stated he observed a large puddle of transmission fluid underneath his 2004 Ford F-250. The victim looked under the truck and found the catalytic converter had been removed from the vehicle. The officer stated HPD would conduct patrol checks near his home. There is no suspect at this time.

**08/14/21:** Officer Rowe was dispatched to the 800 block of Concord Street for a report of a vehicle with no tags which was parked against the flow of traffic. Dispatch conducted a VIN search and the vehicle was not currently registered to anyone. The officer attempted to make contact with neighbors to possibly get information regarding the vehicle, but no one answered their doors. A hold was placed on the vehicle for valid registration.

**08/15/21:** Officer Fuqua responded to Fairchild Avenue for a report of malicious destruction to property. The victim reported that someone had damaged his 2011 Subaru Forrester between 7 p.m. on August 14 to 2 p.m. of August 15. The vehicle was parked in the middle of the court which is used for community parking. The damage was a dent on the lower rear hatch and the driver's side mirror was broken. The victim located a rock lying next to his vehicle leading him to believe it was used for the destruction of the vehicle. No security cameras were in the area and there are no witnesses or suspects at this time.

**08/16/21:** Officer Williamson was dispatched to Noland Drive for a reported fraud. The victim stated he was the victim of a Paypal scam. The victim explained he sold some Apple products over Facebook for \$900 but never received the money from Paypal. He had been receiving email communications through Paypal which advised him to send an additional \$750 to unlock his original payment through Paypal. After this request for additional money, he was suspicious of fraud and decided to reach Paypal by phone. Paypal advised the victim they did not send any emails to him. The victim further explained that the person he was communicating with blocked him and he had no way of re-contacting with that person. He shipped his Apple products to Texas and only had a first name on the shipping label. No further information is available.

**08/16/21:** Officer Thompson responded to West Washington Street for the report of a personal injury accident. When the officer arrived on the scene, the Fire Department and CRS were treating the female driver. The officer attempted to locate an ID in the vehicle and could immediately smell a strong odor of alcoholic. While looking for an ID, he discovered a bag which contained about five empty beer cans inside. The injured female stated she drank about 12 beers on the evening of August 16<sup>th</sup>. The injured female was transported to Meritus Medical Center for treatment. The officer will be requesting the blood kit results from the hospital to be subpoenaed through the Washington County States Attorney Office. Officer Thompson will be filing charges against the driver for Driving While Under the Influence of Alcohol and other related charges.

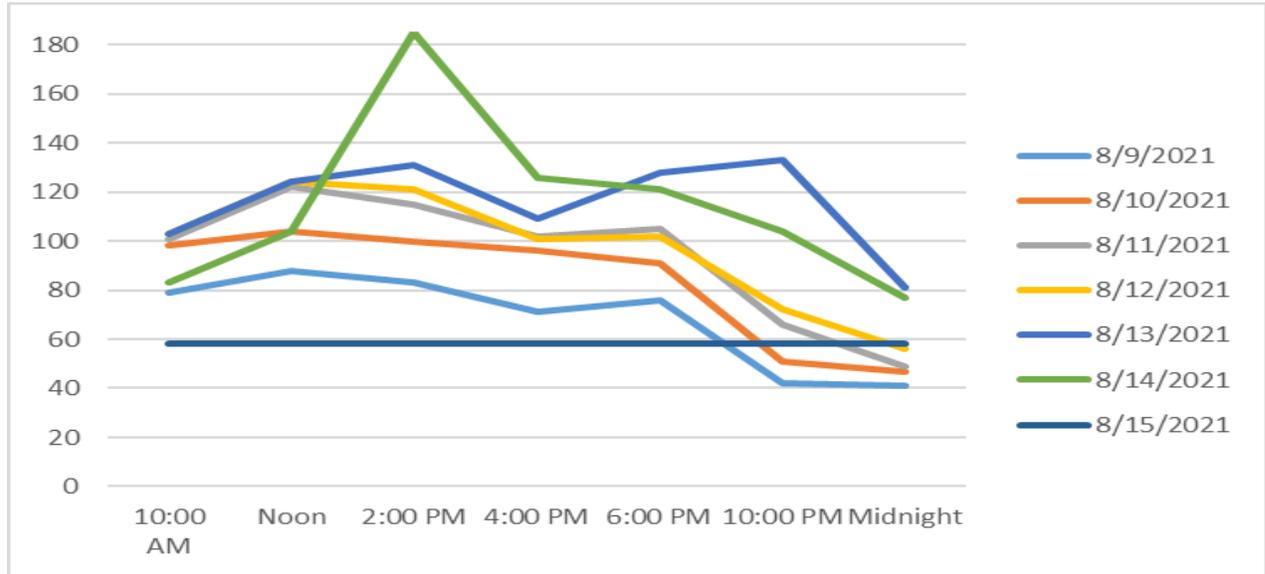
**08/18/21:** Officer Zupan was dispatched to McComas Street for the report of shots fired at a residence. Upon arriving on scene, the officer observed small patches of blue paint on the outside of the residence which were determined to be paintballs. The officer observed three separate holes in the window on the north side of the house as well. The victims advised they were in their living room when they heard the loud banging noise. One of the victims heard a vehicle leave the area at a high rate of speed. Neither victim saw who fired the paintballs. It was estimated the cost to repair the window would be \$200. Photos were taken of the damage to the window. No cameras were located in the area of the incident. There is a person of interest. No further details are currently available.

**PUBLIC WORKS**

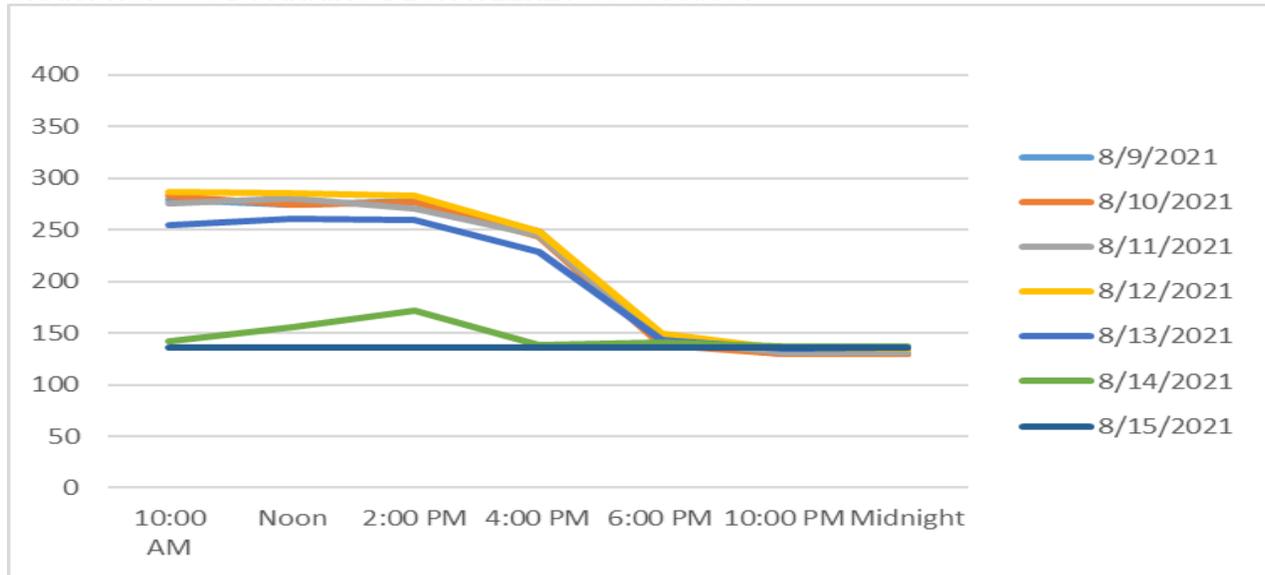
**CHART NO. 1 – GENERAL PARKING SYSTEM DATA**

		<b>Current Week</b>	<b>Previous Week</b>
<b>Number of Permit Holders</b>	A & E Deck	151	151
	University District Deck	265	265
<b>Number of Student Permits</b>	Central, Market, Rochester Lots	39	39
<b>Number of Patrons Using Decks</b>	A & E Deck	1570	1418
	University District Deck	1223	1228
<b>Number of Citations Issued</b>	(Includes Warnings)	192	242
<b>Late Payment Notifications</b>		17	N/A
<b>Peak Occupancy (%)</b>	A & E Deck	100%	79%
		Sat @ 2 PM	Sat @ 10 PM
<b>Peak Occupancy (%)</b>	University District Deck	66%	66%
		Thurs @ 10 AM	Tues @ Noon

**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	0
Light	1	2
Parks & Recreation	5	6
Planning & Code	0	0
Police	6	8
Public Works	6	5
Wastewater	1	1
Water	5	6
Human Resources	0	0
<b>Weekly Totals</b>	<b>24</b>	<b>28</b>
<b>Yearly Total</b>	<b>599</b>	<b>575</b>

**AFTER-HOURS CALL BACKS**

Tuesday, August 10, 2021 @ 2:50 p.m.: Staff received a call for a possible sinkhole at 767 Spruce Street. The Supervisor visited site and found ground dropping beside water meter crock. A cone was placed at the site and the on-call Water Department Supervisor notified for follow up.

Wednesday, August 11, 2021 @ 3:46 p.m.: Dispatch reported a tree in the street at Washington Street between Locust and Mulberry Streets. Staff found a large branch, moved it to parking space, placed a cone and reported it to the Street Department for the next day.

Wednesday, August 11, 2021 @ 4 p.m.: The signal at Burhans Boulevard and Antietam Street was reported completely out due to power outage. Staff waited until power was restored to make sure signals came back on to normal operation.

Thursday, August 12, 2021 @ 2:34 p.m.: Dispatch called in a fuel leak at the intersection of Burhans Boulevard and Sherman Avenue. The Supervisor determined it to be hydraulic fluid and found a cement company was on-site cleaning up the spill. Staff found same fluid at Burhans and Wesel Boulevard and made cement company aware of that location for cleanup as well.

**100 YEARS OF CITY PARKS**

Celebrate 100 years of City Park Lake with events across two nights in Hagerstown City Park. On Friday, August 27<sup>th</sup>, enjoy a movie under the stars at the City Park Band Shell featuring “The Princess Bride” (rated PG) starting at sunset. On Saturday, August 28<sup>th</sup>, music in the Band Shell kicks off at 4 p.m. with the Jill Fulton Band and continues at 7 p.m. with a group whose performances in City Park date back over 100 years—the Hagerstown Municipal Band.

Saturday night, the celebration will focus on the lake with entertainment and Summer treats available by the lake from 6 p.m. until the fireworks start at 8:30 p.m. Come early to grab a spot and await the debut of the first fireworks display in Hagerstown City Park from City Park Lake—a show truly 100 years in the making!

Commemorative City Park Lake ornaments will be available for purchase for \$17 with limited availability, on site and at the Parks and Recreation Office. The handcrafted glass-etched swan ornament comes in a gift box and makes a perfect keepsake for anyone who loves City Park.

**UTILITIES DEPARTMENT**

**ELECTRIC DIVISION**

**Service Calls**

Wed. 8/18 - Various service calls following a storm cell, remanence of Tropical Storm Fred. There were no outages as a result.  
Summit and Pine: Tree on the line  
Devonshire: Tree on the line

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.
- Engineering staff responded to many requests for commercial electric service.
- The Staff Engineer continued investigation into power quality inquiries from residential and commercial customers.
- Staff reviewed bids for various materials and began the purchasing process procedure.
- The Staff Engineer evaluated and specified new materials for use on the HLD electric system.

**WASTEWATER DIVISION**

**Wastewater Treatment Plant at Frederick Street**

Date	Flow (mgd)	Rainfall (inches)
Wednesday, August 11, 2021	4.75	0.15
Thursday, August 12, 2021	4.62	0.00
Friday, August 13, 2021	4.60	0.04
Saturday, August 14, 2021	4.40	0.00
Sunday, August 15, 2021	4.12	0.00
Monday, August 16, 2021	4.69	0.08
Tuesday, August 17, 2021	4.62	0.00
Weekly – Avg. Flow / Total Rainfall	4.54	0.27
Aug – Avg. Flow/Total Rainfall	4.51	0.33

**Miscellaneous**

- Cleaned and calibrated ChemScan.
- Installed fixtures in Bacteria lab.
- Continued replacing outside lighting.
- Installed new packing on 6M pump.
- Routine MVP Plant Work orders & Corrective Work Orders.

**Wastewater Collection Wastewater Collection**

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	#10	236'	28'	4
Flushing	#12	12,572'		

**Collection System Maintenance Tasks**

- Grinder pump call, 1660 Woodlands Run, pulled and replaced pump.
- Grinder pump call, 11040 Eastwood Drive, electrical issue on the private side.
- Grinder pump call, 11416 Eastwood Court, pulled and replaced pump.
- Grinder pump call, 1533 Kensington Drive, no issues found.
- Odor complaint, 1621 Woodlands, problem is dry floor drains.
- Sewer backup, 1225 Haven Road, problem on the private side.
- Sewer backup, 1109 Glenwood Avenue, will excavate 8-17-21, problem at transition.
- Pump Station #6, cleaned #1 check valve.
- Pump Station #27, installed block heater on gen set.
- Began generator inspections and routine maintenance, Pump Stations #2, 4, 5, 6 & 8.
- Located and raised manholes #06016, 22092, 14015, 14016, 14015, 14016 and 15017.
- Replaced frame and cover MH # 06007.
- General shop cleanup.
- 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	1	4	1	0	0	5	11
<b>YTD 2021</b>	<b>101</b>	<b>50</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>107</b>	<b>264</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.
- Replaced mixed-bed tanks for pure water system from Culligan.
- Technician POTW training classes completed this week.
- Discharge permit modifications were updated in testing parameter requirements effective Sep 2021.
- Consolidation of electronic and paper file system in-progress.
- Quarry tile cleaning and disinfection alternatives under consideration.
- BOD meter replacement under review.
- DI water system compatibility being reviewed for transfer of RCW DI system.
- QA/QC data entry.

<b>WATER DIVISION</b>
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**Plant Flows - System Demand (MGD)**

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
08/12/21	11.85		11.85
08/13/21	11.81		11.81
08/14/21	11.13		11.13
08/15/21	10.97		10.97
08/16/21	11.27		11.27
08/17/21	11.35		11.35
08/18/21	11.19		11.19
<i>Average</i>			<i>11.37</i>

**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 0.97 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 continued replacement of residential meters throughout the water service area.
- Crews installed an auto-flusher on Sasha Lane.
- Crews repaired a leak on Spruce Street.

**Laboratory**

- Process and regulatory testing were routine for the week.
- Bacteriological monitoring for August is in progress.
- Collected tank samples.
- New water lab electrical and DI water installation is in progress.
- Consolidation of electronic and paper file systems in progress.

**Engineering**

	<u>City</u>	<u>County</u>
Site Plans	1	-
Preliminary Plats	-	-
Grading Plan	-	-
Final Plat	-	-
Building Permits	7	8
Development Plan	-	-

- Construction inspection of ongoing projects
- Updating GIS database information
- Review of city permit and site plan drawings



Respectfully submitted,

A handwritten signature in blue ink that reads "Scott A. Nicewarner". The signature is fluid and cursive, with a large loop at the end.

Scott A. Nicewarner  
City Administrator