

CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 4 FOR 2022



January 28, 2022

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>.

FEBRUARY 2022

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>

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 2:30pm Executive Session 4pm Work Session	2	3	4	5
6	7	8 3:30pm Executive Session 4pm Work Session	9 4pm Planning Commission Meeting	10 4pm Board of Traffic & Parking Meeting 4:30pm Hagerstown Historic District Commission Meeting	11	12
13	14	15 4pm Work Session	16 7pm Board of Zoning Appeals Meeting	17	18	19
20	21 HOLIDAY City Offices Closed *Free Parking in City Parking Decks on 2/21/22	22 7pm Regular Session	23 7pm Planning Commission Meeting	24 4:30pm Hagerstown Historic District Commission Meeting	25	26
27	28					

COMMUNICATIONS

This Week's Headlines & Media Releases

- City Backs \$10,000 to Help Homeless with COVID-19
- Main Downtown Hagerstown Traffic Route Closed Due to Water Main Break
- Republican Central Committee President Files Lawsuit Over Voting Site
- Want to Comment on Arts Downtown? Here's Your Chance
- Cold Weather Postpones Planned Jonathan Street Neighborhood Tour
- Augustoberfest to Return in 2022, But in New Location

- Election Officials: Time at Issue in Early Voting Site Challenge
- Townhouse Development Going Up in the City; Former School Has New Use
- Chamber Blasts Paid Time Off Bill; Cline Seeks Fourth Commissioner Term
- Want to Up Your Social Media Game? Take Selfies at Socialite Studio
- West End Penny Mart Robbed by Knife-Wielding Male, No One Hurt
- Homeless to Receive More Assistance to Quarantine from COVID-19
- Traffic Advisory: East Franklin Street Water Main Break
- Traffic Advisory: Locust Point
- Traffic Advisory: Washington & Jonathan
- Traffic Advisory: Jonathan Street

This Week's Video Projects

- Mayor & Council Regular Session
- Fit Room :30 Spot Post Production
- Black History Month-Doleman Video Production
- "State of the City" Video Pre-production

Channel 25 Hub City Now Programming

- Mayor & Council Meeting
- "Council WRap"
- "Hub City 100 Miler" :30 spot
- First Hose Company of Hagerstown Museum Video Series
- "State of the City" Presentation
- "Council WRap" Promo
- Fit Room :30 Promo
- Hagerstown Greens at Hamilton Run :30 spot
- "Hub-Bub" Video Podcast
- Stormwater Program Informational Video
- MTA Commuter Connection

City Website

- www.hagerstownmd.org attracted 14,266 user visits for the week of January 20-25, 2022.
- The most popular top entrances (the first page users accessed on the website):
 - Home Page 3,005
 - Utility Billing Page 1,727
 - Police Page 258
 - Services Page 222
 - Collection-Schedules-Zones Page 209
 - Hub City 100-Miler Page 190
 - Parks & Recreation Page 162
 - Jobs Page 153
 - Incentives for Homeowners Page 138
 - Firefighters Page 137
- Top Searches:
 - "Pay my bill"
 - "When should I set out trash/recycling/yard waste for collection?"
 - "As a homeowner, can I apply for my own electrical/plumbing/mechanical permits?"
 - "Jobs"
 - "Utility billing"

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

1. **Neighborhoods 1st.** DCED staff participated in the Neighborhoods 1st Leadership meeting with representatives from six of the City's Neighborhoods 1st groups. Hagerstown Police Department staff provided policing updates to the group. Planning and Code Administration staff also attended to provide updates and education on PCAD programs and initiatives related to neighborhood safety and enhancement.

2. **Hagerstown Arts & Entertainment District.** The Hagerstown Arts & Entertainment District Advisory Council held two community input and listening sessions this week in preparation for the application to the State of Maryland for the redesignation of the A&E District. For anyone unable to attend, an online survey available through Friday, 1/28 at www.hagerstownmd.org/survey. Members of the A&E District Advisory Council are: Kristin Holt, Kalim Johnson, Melissa Noel, Scott Powell, Evan Smedley. Information about the 2022 redesignation is available at <https://www.hagerstownmd.org/1576/2022-AE-District-Resdesignation>
3. **Homeownership Program.** Mayor and Council approved changes to the homeownership/downpayment assistance program this week. After the vote, staff worked with partners in the local real estate sector to market and spread the word of the new program guidelines. There have already been a number of inquiries into the program by prospective homebuyers and real estate partners alike.
4. **Burobox RFP.** Mayor and Council approved DCED to begin soliciting RFP's for the private operation of the Burobox Center. Staff made targeted outreach to a number of individuals and groups who have expressed interest previously, or are currently in the sector, and are working on ensuring the information is listed on the website as well.

ENGINEERING

1. **Municipal Stadium.** Staff is beginning to work on the contract documents for demolition. Staff anticipates receiving bids by March.
2. **Congressman Trone.** Staff met with Congressman Trone on Tuesday, January 25, 2022. Three projects were reviewed including the 3rd Parking Deck and Professional Boulevard. Any Federal government "infrastructure" funds we get will supplement City funds.
3. **Exchange Club.** Rodney Tissue did a presentation at the Exchange Club on "Upcoming Projects and Public Art". During the presentation he highlighted six projects and five new pieces of public art which are to be completed in 2022.
4. **Engineering Statistics**

Description	Week of 1/24/22	Calendar Year 2022 TOTALS
Traffic complaints received	2	16
Work Orders completed	2	15
Traffic counts completed	0	0
Construction Projects		
Description	Week of 1/24/22	Calendar Year 2022 TOTALS
Construction Projects advertised for bids	0	0
RFP's Advertised	3	3
Projects under construction	0	0
Projects completed	0	0

POLICE DEPARTMENT

STATS

Calls for Service:	1227	Field Interviews:	5
Arrests/Warrants Served:	21	Moving Violations:	7
Domestic Violence Calls:	15	Safety Repair Orders:	2
DUI Arrests:	1	Warnings:	31
Reports Filed:	94		

REPORTS

1/23/22. Officers responded to the block of 600 West Washington Street for a reported theft of a vehicle. The vehicle had been left running outside of the location it was reported stolen. No known suspect or indication if vehicle may have been repossessed. Vehicle left the location headed up West Washington Street toward Elgin.

1/24/22. Officers responded to the 11000 block of Indian Lane for a reported burglary. The location is a property owned by the City of Hagerstown. City employees were on scene at the time of the reported incident. Suspect reportedly escaped via a window in the building and left the area on foot.

PUBLIC WORKS

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CHART NO. 1 – GENERAL PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	201	195
	University District Deck	278	280
Number of Student Permits	Central, Market, Rochester Lots	91	94
Number of Patrons Using Decks	A & E Deck	1,444	1,684
	University District Deck	915	1,052
Number of Citations Issued	(Includes Warnings)	95	92
Late Payment Notifications		10	21
Peak Occupancy (%)	A & E Deck	82% Sat @ 10 PM	100% Sat @ 6 PM*
Peak Occupancy (%)	University District Deck	38% Fri @ 10 AM	38% Wed @ 2 PM

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

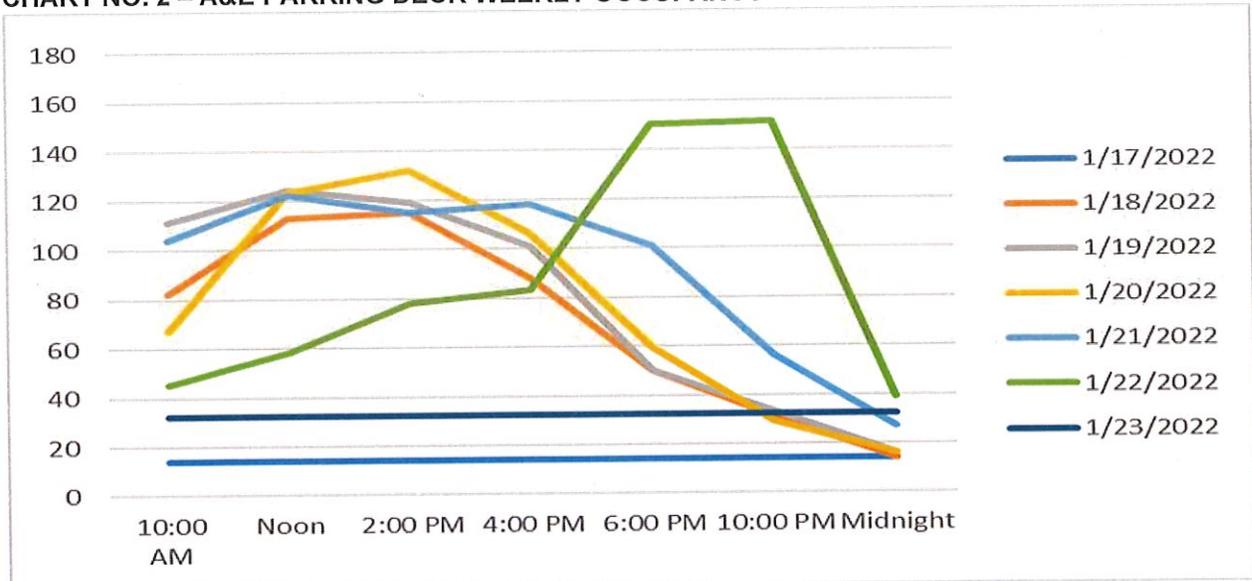
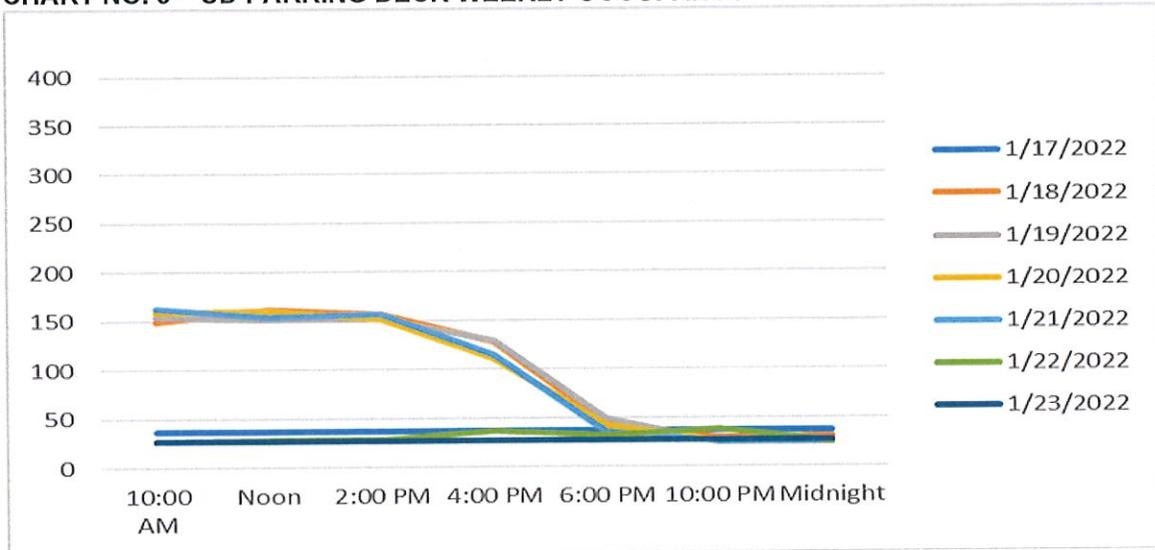


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	0
Engineering	0	0
Fire	0	0
Light	0	0
Parks & Recreation	0	2
Planning & Code	1	0
Police	11	4
Public Works	4	1
Wastewater	1	1
Water	3	4
Human Resources	0	0
Weekly Totals	20	12
Yearly Total	41	21

AFTER HOURS CALL BACKS

Monday, Jan. 17, 2022 @ 10:30 AM: HPD called to report very icy conditions on parking lot. Staff was called in and addressed the lot plus numerous other locations in need of additional salting.

Monday, Jan. 17 @ 11:30 AM: Received several calls and emails for excessive snow piles at Outer Drive, Brookside Terrace and Eastern Boulevard crossovers. Staff was called in to remove snow with backhoe.

Monday, Jan. 17 @ Noon: Employees and Washington County Highway noticed intersection of Burhans/Church/Salem in active flash. Staff investigated and put signal back into operation.

PARKS AND RECREATION

Fit Room. The Fit Room Report is attached with upcoming classes and rentals in January & February. A private rental is scheduled for this Saturday.

Hub City 100 Miler. Registration remains open through January 31st.

Parks & Recreation Spring/Summer Season. Plans are being developed for Spring/Summer programming and events.

Virtual Programs

Dance Fitness	Mondays	6-7 p.m.
Yoga to Relax & Renew	Tuesdays	6-7 p.m.
Strength Training	Thursdays	6-7 p.m.

Golf Course. The golf course is still closed due to snow on the greens.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Service Calls:

- Mon. 1/24 - 805 Pennsylvania Avenue. Miss Utility locate; emergency locate for the Water Division to make repairs to a water main break. All HLD facilities were clear. Time Out: 21.9-22.5
- Tues. 1/25 - 1111 Maryland Avenue. Miss Utility locate; emergency locate for the Water Division to make repairs to a water main break. All HLD facilities were clear. Time Out: 6.0-6.4

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
13	0	2	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 continued design and planning of multiple residential, commercial, and industrial projects within the HLD territory.
- Engineering staff began planning activities for further broadband deployment by various companies. Federal grants have created a tidal wave of broadband deployments that all require utility pole space, which is at a premium.
- The Staff Engineer created a database of Assembly Units for import into the new Work Order Management system. This will allow "build" of jobs in large blocks to cut back on repetitive data entry and reduction of errors.
- Engineering and Administrative staff met and spoke with vendors of AMI (Automated Metering Infrastructure) systems to learn the positive and negative details of various types of the technology to determine which type of system is best for the HLD.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, January 19, 2022	5.52	0.00
Thursday, January 20, 2022	6.24	0.10
Friday, January 21, 2022	5.85	0.00
Saturday, January 22, 2022	5.65	0.00
Sunday, January 23, 2022	5.50	0.00
Monday, January 24, 2022	5.71	0.00
Tuesday, January 25, 2022	5.82	0.00
Weekly – Avg. Flow / Total Rainfall	5.76	0.10
Jan - Avg. Flow/Total Rainfall	5.47	1.44

Miscellaneous

- Replaced air regulator in Parkson filter cabinet.
- Replaced faulty contactors in 02 L- Panel.
- Located and replaced defective data conversion switch.
- Repaired leaking outside yard hydrant.
- Routine MVP Plant Work orders & Corrective Work Orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	#2, #16, #22	883'	283'	13
Flushing	#16	4317'		

Collection System Maintenance Tasks

- Pump Station #1, cleaned floats, routine maintenance.
- Pump Station #4, refastened float tree in wet well, cleared blockage from Muffin Monster, cleaned wet well.
- Pump Station #10, changed filters and greased fittings on pumps #1 and #2, exercised valves.
- Pump Station #22, reset SCADA.
- Pump Station #26, rebooted control system.
- General pump shop repair work.
- Collected New Gate flow data.
- Sewer backup, 240-242 Summit Avenue, problem on private side, confirmed with CCTV.
- Grinder pump call, 2003 Cherry Hill Circle, electrical issue on private side, Brian spoke with owner who is getting an electrician to repair.
- Assisted Public Works with snow removal.
- Cleaned snow from sidewalks at Pump Stations #2, #26, and also Frederick Street, as well as opened the lanes at various pump stations.
- Manhole # 09025: replaced riser damaged by snow plow.
- Collected and entered data for 21 manholes into Collections Manhole Data Base.
- Preventive maintenance on light tower as well as portable pumps, generators.

Wastewater Division – Customer Call Log Summary 2021							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	4	2	2	0	0	1	9
YTD 2021	154	94	15	0	0	150	413

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.
- New technician on-boarding training in-progress.
- Collected monthly DI water samples for TOC, NH3.
- QA/QC data entry for Data Quality Management, January in progress.
- Budget revisions
- Completed monthly pretreatment surcharge reports.
- Completed quarterly and annual reports for pretreatment program.

WATER DIVISION

Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
01/20/22	10.84		10.84
01/21/22	10.33		10.33
01/22/22	10.45		10.45
01/23/22	10.78		10.78
01/24/22	11.47		11.47
01/25/22	11.18		11.18
01/26/22	11.20		11.20
Average			10.89

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

- Staff worked on facility maintenance and routine preventative maintenance.
- Staff repaired heater in Delpac room at R.C. Willson Plant.
- Staff repaired filter #7 level probes at R.C. Willson Plant.

Water Production at Breichner / Edgemont Reservoir. The Edgemont Reservoir pool elevation is currently at 3.11 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 repaired a main leak on Pennsylvania Avenue.
- Crews repaired a main leak on Hoffman Drive.
- Crews repaired a main break on East Franklin Street.

Laboratory

- Process and regulatory testing were routine for the week.
- Completed bacteriological monitoring for January.
- Collected samples for distribution monitoring – nitrification.
- Addressed customer inquiry regarding water quality.
- Quality System document still under review.
- Budget Revisions are in process.

Engineering

	<u>City</u>	<u>County</u>
Site Plans	-	1
Preliminary Plats	-	-
Grading Plan	-	-
Final Plat	-	-
Building Permits	6	19
Development Plan	-	-

- Construction inspection of on-going projects.
- Review of City permit and site plan drawings.
- Review of County building permits.
- Updating GIS mapping.
- Concept design of upcoming capital improvement projects.



Respectfully submitted,

Scott A. Nicewarner
City Administrator

Fit Room at Fairgrounds Park at Fairgrounds Park

Monthly Calendar For January 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2 11a-12p Gymnastics for Kids #7529	3 5:30p-6:30p Embody Yoga, New Student #7519	4	5 5:30p-6:30p Embody Yoga, New Student #7519	6 5:30p-6:30p Zumba #7583	7 7p-8:15p Aerial Fitness, Stretch #7507	8 10:30a-11:30a Aerial Fitness, Tricks #7547
9 11a-12p Gymnastics for Kids #7529 1p-2:15p Aerial Fitness, Stretch #7571	10 5:30p-6:30p Embody Yoga, New Student #7519	11	12 5:30p-6:30p Embody Yoga, New Student #7519	13 4p-4:30p Princess Ballerina #7614 5:30p-6:30p Zumba #7583	14 8a-5p 100 Miler Kick-Off	15 9a-10a Zumba #7565 11a-12p 100 Miler Kick-Off Belly Dance #7624
16 11a-12p Gymnastics for Kids #7529 1p-5p Cameron's Birthday Party	17 5:30p-6:30p Embody Yoga, New Student #7519 7:15p-8:30p Belly Dance Technique & Choreography #7470	18	19 5:30p-6:30p Embody Yoga, New Student #7519	20 4p-4:30p Princess Ballerina #7614 5:30p-6:30p Zumba #7583	21 7p-8:15p Aerial Fitness, Stretch #7508	22 9a-10a Zumba #7565 10:30a-11:30a Aerial Fitness, Tricks #7549 1p-7p Birthday Party
23 11a-12p Gymnastics for Kids #7530 1p-2:15p Aerial Fitness, Stretch #7572	24 5:30p-6:30p Embody Yoga, New Student #7519 7:15p-8:30p Belly Dance Technique & Choreography #7470	25	26 5:30p-6:30p Embody Yoga, New Student #7519	27 4p-4:30p Princess Ballerina #7614 5:30p-6:30p Zumba #7583	28 7p-8:15p Aerial Fitness, Stretch #7509	29 9a-10a Zumba #7565 2p-6p Availah party #3042
30 11a-12p Gymnastics for Kids #7530 1p-5p Square Dance #7490	31 5:30p-6:30p Embody Yoga, New Student #7519 7:15p-8:30p Belly Dance Technique & Choreography #7470					

Fit Room at Fairgrounds Park at Fairgrounds Park

Monthly Calendar For February 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2 5:30p-6:30p Embody Yoga, New Student #7519	3 4p-4:30p Princess Ballerina #7614 5:30p-6:30p Zumba #7583	4 7p-8:15p Aerial Fitness, Stretch #7510	5 9a-10a Zumba #7565 10:30a-11:30a Aerial Fitness, Tricks #7551 2p-3:30p GeoCaching in the Parks, Feb. 5 #7517
6 11a-12p Gymnastics for Kids #7530 1p-2:15p Aerial Fitness, Stretch #7573	7 5:30p-6:30p Embody Yoga, New Student #7519 7:15p-8:30p Belly Dance Technique & Choreography #7470	8	9 5:30p-6:30p Embody Yoga, New Student #7519	10 4p-4:30p Princess Ballerina #7614 5:30p-6:30p Zumba #7583	11 7p-8:15p Aerial Fitness, Stretch #7511	12 9a-10a Zumba #7565
13 11a-12p Gymnastics for Kids #7530 1p-5p Kaylee's Baby Shower	14 5:30p-6:30p Embody Yoga, New Student #7519 7:15p-8:30p Belly Dance Technique & Choreography #7470	15	16 5:30p-6:30p Embody Yoga, New Student #7519	17 4p-4:30p Princess Ballerina #7614 5:30p-6:30p Mind & Body: Zumba -- 7584	18 11a-2p CPR and First Aid #7468	19 9a-10a Mind & Body: Zumba -- 7566 10:30a-11:30a Aerial Fitness, Tricks #7553
20 11a-12p Gymnastics for Kids #7532 1p-2:15p Aerial Fitness, Stretch #7574	21 5:30p-6:30p Mind & Body: Embody Yoga, New Student -- 7523 7:15p-8:30p Belly Dance Technique & Choreography #7470	22 7p-8:30p Arts & Entertainment: Social Square Dance -- 7494	23 5:30p-6:30p Mind & Body: Embody Yoga, New Student -- 7523	24 4p-4:30p Princess Ballerina #7614 5:30p-6:30p Mind & Body: Zumba -- 7584	25 7p-8:15p Aerial Fitness, Stretch #7525	26 9a-10a Mind & Body: Zumba -- 7566
27 11a-12p Gymnastics for Kids #7532 1p-5p Square Dance #7491	28 5:30p-6:30p Mind & Body: Embody Yoga, New Student -- 7523 7:15p-8:30p Belly Dance Technique & Choreography #7470					