



# CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 47 & 48 FOR 2023

To Members of the City Council:

December 15, 2023

## DECEMBER 2023

*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>*

*Questions about any of the Downtown Event listed, please email [events@downtownhagerstown.org](mailto:events@downtownhagerstown.org)*

*Visit Hagerstown Parks & Recreation website and flip through the Fall/Winter 2023 digital Program Guide  
<https://www.hagerstownmd.org/145/Parks-Recreation>*

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			<b>FREE HOLIDAY PARKING</b> Downtown Parking Decks December 1 <sup>st</sup> at 5 PM Friday through Sunday only  Paid parking resumes Tuesday, January 2		<b>1</b>  <b>City Park Tree Lighting</b> 7 PM  Free Family Activities 5 PM to 8 PM	<b>2</b>  <b>German Christmas Tour</b> at the Hager House
<b>3</b>	<b>4</b>	<b>5</b> <b>Mayor &amp; Council</b> Work Session 4 PM	<b>6</b>	<b>7</b>	<b>8</b>  <b>Christkindl Markt</b> University Plaza  ----- <b>German Christmas Tour</b> at the Hager House	<b>9</b>  <b>German Christmas Tour</b> at the Hager House
<b>10</b>	<b>11</b>	<b>12</b> <b>Mayor &amp; Council</b> Work Session 4 PM	<b>13</b>	<b>14</b>	<b>15</b>  <b>Christmas w/Santa</b> <b>Hagerstown Police</b> <b>Department</b> <b>6 PM to 8 PM</b>  ----- <b>German Christmas Tour</b> at the Hager House	<b>16</b>  <b>German Christmas Tour</b> at the Hager House
<b>17</b>	<b>18</b>	<b>19</b> <b>Mayor &amp; Council</b> Regular Session 7 PM	<b>20</b>	<b>21</b>	<b>22</b>  <b>City Offices</b> <b>Closed <i>Christmas</i></b> <b><i>Holiday</i></b>	<b>23</b>
----- <b>31</b> <b>Krumpe's Donut</b> <b>Drop</b> <b>5 PM to 7 PM</b> Public Square	<b>25</b>  <b>City Offices</b> <b>Closed <i>Christmas</i></b> <b><i>Holiday</i></b>	<b>26</b> <b>Mayor &amp; Council</b> No Meeting  ----- <b>Historic Houses of</b> <b>Worship Tour</b> in Downtown Hagerstown	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>

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Calendar of Events on the City's website at <http://www.hagerstownmd.org/calendar.aspx>*

## UPCOMING MEETINGS

To obtain City Department or City Boards and Commissions meeting information, please visit <https://www.hagerstownmd.org/27/Government>.

We encourage you to 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>.

### **Mayor and City Council**

Work Session - Tuesday, December 5 – 4 PM  
Work Session - Tuesday, December 12 – 4 PM  
Regular Session - Tuesday, December 19 – 7 PM  
NO MEETING - Tuesday, December 26

### **Board of Traffic & Parking**

Thursday, December 14 – 4 PM

### **Board of Zoning Appeals**

Thursday, December 14 – 7 PM

### **Historic District Commission**

Thursday, December 14 – 4:30 PM

### **Planning Commission**

Wednesday, December 13 – 4 PM



# COMMUNICATIONS

## Report for Week Ending 12/15/23

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

- I-81 Among a Dozen Maryland Projects Slated for Proposed Funding Cuts
- Unemployment Claims in Maryland Increased Last Week
- Trone Tops Alsobrooks in Fundraising, but not in Individual Donors
- County Earmarks \$25 Million for Pension, Preservation, Capital Funds
- Attempted Murder Charges Dropped against Teen in Hagerstown Shooting
- The US Turns 250 Years Old in 2026. Washington County is Planning a Party
- Hagerstown Man Guilty of Murder in 2020 Shooting after Second Trial
- Sheriff's Office Investigating Fatal Pedestrian Crash on Dual Highway
- Man in 2020 Hagerstown Stalking Case Deported
- Panel Accepting Judgeship Applications for Late Judge Wilkinson's Seat
- Former Youth Hockey Group Treasurer Reaches Plea Deal in Theft case
- City, Developer Celebrate Groundbreaking for Hagerstown Field House
- UPDATE: HPD Says Critically Missing Man Found Safe
- Press Release: CDBG Citizen Advisory Committee Members Needed
- Traffic Advisory: N. Prospect Street

### This Week's Video Projects

- Mayor & Council Special & Work Sessions
- Various City Drone Footage
- "2024 100-Miler" :30 Promo
- Hagerstown Field House Groundbreaking Event
- Water Video Production

### Channel 25 Hub City Now Programming:

- Mayor & Council Meeting
- "Council wRap"
- "What's Happening in Hagerstown?" Upcoming Events Video Calendar
- City Park Lighting :30 Promo
- "Downtown Holidays" :30 Spot
- "Visit Hagerstown" Promo
- Fit Room :30 Promo
- Hagerstown Fire Museum Videos
- PayByPhone Videos
- Western Maryland Consortium Promo Video
- "State of the City" Video
- "Council wRap" Promo
- MTA Commuter Connection

**City Website:**

- [www.hagerstownmd.org](http://www.hagerstownmd.org) attracted 7,765 user visits for the week of December 7-13
- The most popular top entrances (the first page users accessed on the website):

1. Home Page	1,899
2. Online Payment Portal Page	1,589
3. City Park Lighting Page	990
4. Utility Billing Page	840
5. Police Page	329
6. Bids Page	328
7. Search Page	242
8. Jobs Page	223
9. Hagerstown Field House Page	220
10. Staff Directory Page	120

- Top searches

1. City of Hagerstown
2. Hagerstown Field House
3. Hagerstown Light Department
4. Hagerstown MD
5. Hagerstown

## COMMUNITY ENGAGEMENT

- ❖ Holiday Cheer – Vote for your favorite holiday storefront – Over 20 downtown businesses were awarded a *Holiday Cheer Grant* Vote here <https://www.mainstreethagerstown.org/holidaycheer>
- ❖ Historic Houses of Worship Tour – Tuesday, December 26 in Downtown Hagerstown

## DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

### **Report for Week Ending 12/8/23**

#### **Community Development:**

The FY25 CDBG Public Service Grant Application period opened November 30, 2023, and will extend through Friday, January 5, 2024 at 4:00 PM. This funding is for 501(c)3 organizations who provide programs and facilities that primarily benefit low-to-moderate income City residents.

Report for Week Ending 12/8/23

#### **Community Development:**

On Tuesday, 12/12/23 staff attended the groundbreaking ceremony for the Hagerstown Field House at 290 E. Memorial Blvd.

## Grand Openings & Anniversary Celebrations

On Wednesday December 20<sup>th</sup>, 2023 Rick's Place, a retail store located in the heart of downtown Hagerstown, is a sports lover's dream come true! From authentic signed sports memorabilia to iconic team branded merchandise, from NASCAR to the NFL and everything in between.

Shoppers will find jerseys, hats, mugs, photos, shirts, hoodies, chairs, trading cards, collectibles and more!

Formerly known as Duck's Place, Rick's Place is under the new ownership of Richard Wyand, and you just might see some friendly familiar faces when you stop by.

# ENGINEERING

## Report for Week Ending 12/8/23

1. **Electronic Recycling Event** – the City and Waste Management held the annual electronic recycling event at Fairgrounds Park on November 4<sup>th</sup>. Over 9.9 tons of electronic material was collected, along with a box truck's load of paper to be shredded.
2. **Hub City Garage** – erection of the parking deck at 50 W. Antietam Street continues. Concrete columns have been set, and the first sets of double tee floor panels have been installed.
3. **Paul Smith Boulevard** – the contractor is finishing the roadway improvements along Edgewood Drive, including the installation of a turning lane into the Currwood warehouse and a sidewalk from the driveway entrance to the City limits near Funkstown.
4. **Engineering Statistics**

Description	Week of 12/4/23	Calendar Year 2023 TOTALS
Traffic complaints received	0	164
Work Orders completed	0	142
Traffic counts completed	0	41
Construction Projects		
Description	Week of 12/4/23	Calendar Year 2023 TOTALS
Construction Projects advertised for bids	0	9
RFP's Advertised	0	5
Projects under construction	13	--
Projects completed	0	7

## Report for Week Ending 12/15/23

4. **Hagerstown Field House** – the groundbreaking ceremony for the Field House was held on December 12<sup>th</sup>. The contractor is stripping topsoil from the footprint of the building, and will begin undercutting the unsuitable soils next week.

5. **Professional Court** – staff attended a walk-through of the City’s portion of the roadway with the contractor and County staff. There remains some work at the traffic signal at Eastern Boulevard, and some punch list items, but work is substantially complete. We anticipate that the entire roadway from Eastern Boulevard to Yale Drive will be opened to traffic in January 2024.
6. **32 North Potomac Street** – the contractor has taken delivery of the elevator equipment and is storing it on-site. Drywall and ceiling grid installation is continuing. Staff also met to discuss the security system for the building once it is occupied.

4. **Engineering Statistics**

Description	Week of 12/11/23	Calendar Year 2023 TOTALS
Traffic complaints received	9	173
Work Orders completed	8	150
Traffic counts completed	0	41
Construction Projects		
Description	Week of 12/11/23	Calendar Year 2023 TOTALS
Construction Projects advertised for bids	0	9
RFP's Advertised	0	5
Projects under construction	13	--
Projects completed	0	7

**FIRE**

**Report for Week Ending 12/8/23**

11/29/23 – 12/5/23			
Total Incidents (City only)	56	Mutual Aid to surrounding FDs	16
• Unit Responses	107	• Halfway FD	6
• Fire/Rescue Responses	28	• Maugansville FD	1
• EMS Responses	28	• Funkstown FD	4
Inspections/System Tests/Plans Reviewed	19	• Longmeadow FD	3
Community Events, Smoke Alarm Installs	4	• Other	2

**Significant Incidents**

12/1/23 – HFD units responded to the 300 block of Liberty St for a reported house fire. Units arrived to find that a candle had caught a table skirt on fire, but the fire was out. Crews ventilated the residence before clearing the scene.

## Community Events

11/29/23 – Engine 2 participated in the Community Health Fair at the Goodwill, handing out fire prevention materials and speaking with members of the community.

12/1/23 – Engine 5 was present for the lighting of the Christmas tree at city park.

## Report for Week Ending 12/15/23

12/6/23 – 12/12/23			
Total Incidents (City only)	66	Mutual Aid to surrounding FDs	15
• Unit Responses	130	• Halfway FD	1
• Fire/Rescue Responses	33	• Maugansville FD	2
• EMS Responses	33	• Funkstown FD	5
Inspections/System Tests	21	• Longmeadow FD	3
Community Events, Smoke Alarm Installs	5	• Other	4

## Significant Incidents

12/6/23 - HFD units responded for a reported chimney fire in the unit block of Nottingham Rd. Units arrived to find a small fire in the furnace due to a malfunction. Fire was quickly contained without further incident.

12/9/23 - HFD units responded for a reported house fire in the 600 blk of Oak Hill Ave. Crews found a small fire in the basement and extinguished without further extension into the home.

# POLICE DEPARTMENT

## STATS (11/30/23 – 12/06/23)

Calls for Service:	1460	Field Interviews:	19
Arrests/Warrants Served:	26	Moving Violations:	40
Domestic Violence Calls:	22	Safety Repair Orders:	3
DUI Arrests:	1	Warnings:	74
Reports Filed:	113		

**Officer of the Month:** Officer Morris has been selected as the November Officer of the Month for his actions on November 18th. On that date, Officer Morris along with other officers with HPD responded to 1300 block of Salem Avenue for a reported suicidal male. Officer Morris made the decision to go to the rear of the residence where he ultimately was able to observe the suicidal male exit the residence with a firearm. Officer Morris was able to quickly radio to other officers this information and began attempts to deescalate the situation. The male made the decision to shoot himself once in the chest and without hesitation, Officer Morris ran up to the male and began to apply



pressure and request chest seals for the injuries. Officer Morris continued to apply direct pressure to the wound until CRS arrived on scene. Due to Officer Morris' decision to go to the rear of the residence and his quick medical actions on that day, the male is still alive. Without Officer Morris being on scene that day and his actions the male may not have survived. Congratulations to Officer Morris on his actions that day. We are grateful for his quick response.

**Christmas with Santa:** Officers in blue bring you the man in red - Santa Claus is coming to the Hagerstown Police Department! Stop in for a visit with jolly ol' St. Nick on Friday, December 15<sup>th</sup> between 6:00 – 8:00 pm. HPD's Community Liaison has been coordinating the annual event which will include various games, activities, refreshments, music, and information provided by local community partners. There will be a photographer on hand this year to take one Christmas photo. This is a free event open to the entire community. We hope to see you there!

**STATS (12/07/23 – 12/13/23)**

Calls for Service:	1432	Field Interviews:	12
Arrests/Warrants Served:	16	Moving Violations:	13
Domestic Violence Calls:	19	Safety Repair Orders:	2
DUI Arrests:	1	Warnings:	30
Reports Filed:	97		

**Welcome:** We would like to welcome Christopher Woody as a lateral officer to HPD. Officer Woody was sworn in on Tuesday by Mayor Martinez and will be assigned to Alpha Platoon. We wish him much success with his career at the Hagerstown Police Department.

**PUBLIC WORKS**

**Report for Week Ending 12/8/23**

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

		Current Week	Previous Week
<b>Number of Permit Holders</b>	A & E Deck	195	195
	University District Deck	295	294
<b>Number of Student Permits</b>	Central & Rochester Lots	50	50
<b>Number of Patrons Using Decks</b>	A & E Deck	1234	737
	University District Deck	1344	709
<b>Number of Citations Issued</b>	(Includes Warnings)	125	131
<b>Peak Occupancy (%)</b>	A & E Deck	83% Th @ Noon	80% Tu @ Noon
<b>Peak Occupancy (%)</b>	University District Deck	46%We @ 10 AM	46% Mo @ 10AM

**Free Holiday parking in effect every Friday after 5PM to Monday 6AM**

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

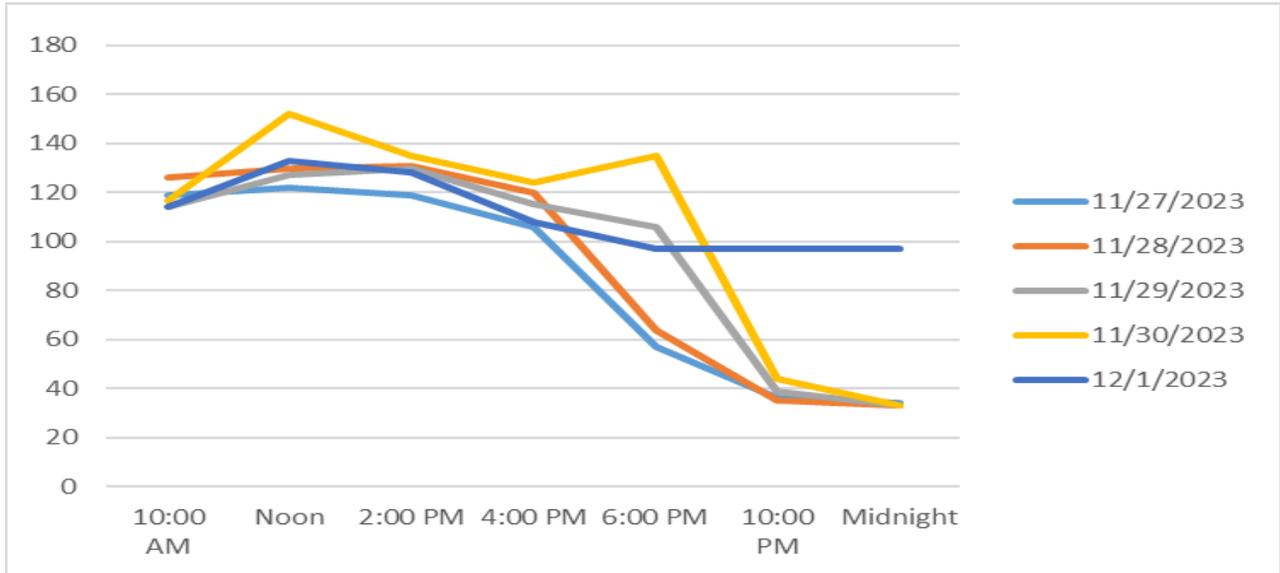
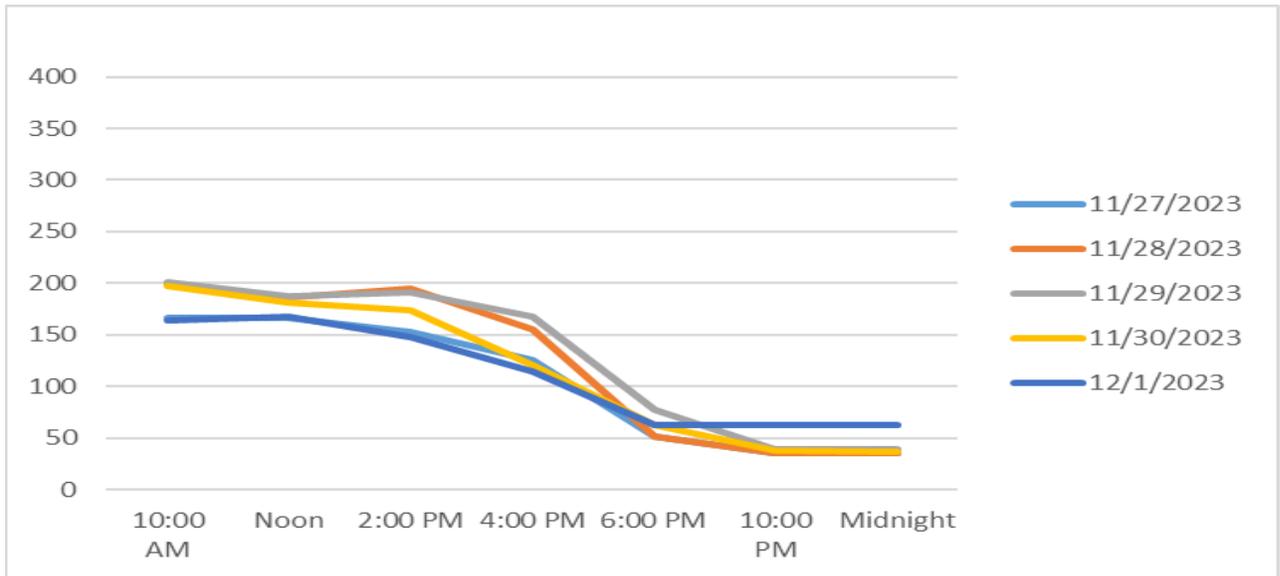


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	1
Planning & Code	0	0
Fire	0	0
Engineering	1	0
Parks & Recreation	2	3
Public Works	3	4
Police	2	6
Water	5	2
Wastewater	0	4
Light	0	0

Human Resources	0	0
Weekly Totals	13	20
Yearly Total	934	921

#### STREET SWEEPING DATA

Month for 2023	Number of Miles of Streets Swept
January	687
February	597
March	890
April	848
May	835
June	1090
July	1073
August	903
September	762
October	892
November	1260
Total Miles Swept for 2023	9837

#### BULK TRASH COLLECTIONS

Month for 2023	Number of Collections
January	25
February	19
March	32
April	52
May	35
June	36
July	27
August	36
September	37
October	27
November	25
Total Bulk Trash Collections for 2023	351

#### PROPERTY ABATEMENTS COMPLETED

Month for 2023	Number of Property Abatements
January	14
February	13
March	21
April	27
May	58
June	43
July	46
August	45
September	41
October	20
November	23
Total Abatements by PW for 2023	351

## PARKS AND RECREATION

### City Park Tree Lighting

The lights are on! All month long, drive through City Park and enjoy the spectacular lights to holiday music by tuning in to 90.3 FM, from 5pm-11pm, through December 31<sup>st</sup>. A new banner and lights were added to Key Street (photo attached), partially supported by sponsorship monies through F&M Bank.

### Hager House German Christmas Tours

Fridays & Saturdays, December 8, 9, 15 & 16. Jonathan Hager House Museum comes to life for German Christmas Tours. Discover how the holiday was celebrated in colonial times and throughout the ages. Tours start on the hour at 10am, Noon and 2pm, standard tour admission rates apply. See flyer attached.

### University Plaza

Hosts the annual Christkindl Markt this Friday, Dec 8 from 3-8pm and Saturday, December 9 from 10am – 4pm. <https://christkindlmarktthagerstown.com/>

### Fit Room

See Fit Room report attached with weekly recreation classes. No private rentals are scheduled for this weekend.

### Outdoor Programs

- Parkour, Wednesdays, Fairgrounds Park Skatepark, 5pm- 6pm, November 29- December 20

### Virtual Classes

- Yoga, Tuesdays, 6-7pm
- Strength Training, Thursdays, 6-7pm
- Dance Fitness, Saturdays, 10-11am

### Golf Course

As of December 4, the Golf Course is CLOSED for a Stream Restoration Project. The Course will open in Spring 2024.

Golf Course	11/29/23–12/4/23	11/29/22-12/4/22
# of Golfers	125	71

### Report for Week Ending 12/15/23

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

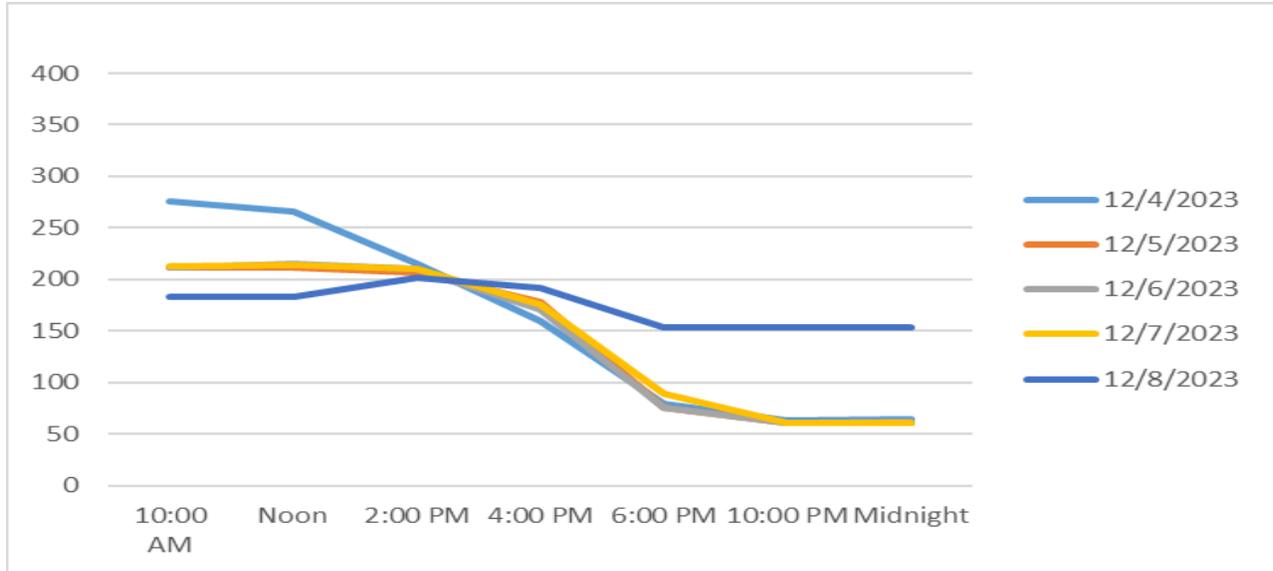
		Current Week	Previous Week
Number of Permit Holders	A & E Deck	200	195
	University District Deck	288	295
Number of Student Permits	Central & Rochester Lots	50	50
Number of Patrons Using Decks	A & E Deck	1455	1234
	University District Deck	1386	1344

Number of Citations Issued	(Includes Warnings)	281	125
Peak Occupancy (%)	A & E Deck	N/A**	83% Th @ Noon
Peak Occupancy (%)	University District Deck	63% Mo @ 10AM	46%We @ 10 AM

Free Holiday parking in effect every Friday after 5PM to Monday 6AM

\*\*No data available due to technical difficulties

CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	0
Planning & Code	0	0
Fire	2	0
Engineering	0	1
Parks & Recreation	0	2
Public Works	1	3
Police	5	2
Water	0	5
Wastewater	1	0
Light	1	0
Human Resources	0	0
Weekly Totals	10	13
Yearly Total	944	934

## **AFTER HOURS CALL BACKS**

Saturday, December 9, 2023 @ 10:30AM: Dispatch reported signal at Potomac St. & Lee St. on flash. Staff confirmed flash condition and called technician in. The signal was reset and put into normal operating mode.

Sunday, December 10, 2023 @ 2:50 PM: Report for signal stuck on red at Franklin St. and Winter St. Staff investigated and found no issue with signal. A rescue vehicle was sitting on Winter St. causing the Opticom to put signal on red at Franklin St. for the duration. After the vehicle left, signal went back to normal operation.

## **PARKS AND RECREATION**

### **2024 Hub City 100 Miler**

Registration is open for the 12<sup>th</sup> annual Hub City 100 Miler. Walk 1 mile a day for 100 days beginning on January 12. More information can be found on our website: [www.hagerstownmd.org/hubcity100](http://www.hagerstownmd.org/hubcity100)

### **Hager House German Christmas Tours**

This weekend is the final weekend for German Christmas tours, Friday & Saturday, Dec 15 & 16. Discover how the holiday was celebrated in colonial times and throughout the ages. Tours start on the hour at 10am, Noon and 2pm, standard tour admission rates apply.

### **Fit Room**

See Fit Room report attached with weekly recreation classes. Two private rentals are scheduled for this weekend on Saturday evening and Sunday evening.

### **Outdoor Programs**

- Parkour, Wednesdays, Fairgrounds Park Skatepark, 5pm- 6pm, November 29- December 20

### **Virtual Classes**

- Yoga, Tuesdays, 6-7pm
- Strength Training, Thursdays, 6-7pm
- Dance Fitness, Saturdays, 10-11am

### **Golf Course**

As of December 4, the Golf Course is closed for a Stream Restoration Project. Golf memberships and gift cards are available by contacting the Parks & Rec office.

## **HUB CITY GARAGE PROGRESS**

Progress continues on the Hub City Garage. Shown in the photos is the setting of a floor panel for the 4<sup>th</sup> floor. This work is on the northeast corner which includes the elevator shaft and north stairwell. All five levels of the garage will be set on this corner before erection of the next section to the west towards the Dagmar) begins. The setting of all precast should be completed by mid to late February weather permitting. Total parking spaces will be 398.



**UTILITIES DEPARTMENT**

**ELECTRIC DIVISION**

**Report for Week Ending 12/8/23**

**Service Calls**

No Emergency Service Calls this week.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
3	0	39	0

- Distribution staff completed the temporary service pole installation for Field House construction.
- In coordination with the electrical contractor, distribution staff also installed the permanent terminal pole for the Stadium.
- Staff continued processes involved with the Advanced Metering Infrastructure (AMI) project.
- Engineering staff continued to accommodate construction efforts for the stadium and cultural trail.

**Report for Week Ending 12/15/23**

**Service Calls**

- Thur. 12/7 - 36 South Locust Street – line worker found and replaced a stolen meter from residence. Time Out: 18.0-18.6
- Mon. 12/11 - 920 Frederick Street – report of pole struck in vehicle accident. The pole belonged to Verizon. Time Out: 18.9-20.0
- 920 Frederick Street – line crew removed all HLD facilities from damaged pole for the replacement. Time Out: 21.9-0.2

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
8	0	18	0

- Discussions began to configure the three-phase electric revenue meter program profiles for the AMI system.
- Multiple permit reviews and service upgrades requests have been reviewed and/or completed.
- Engineering staff continued drawing, reviewing, and approving standard construction details for HLD Electric Service, Street Lighting, and Engineering Construction manuals.
- Staff completed multiple construction designs for upgrades of HLD facilities across the system.
- OSHA required forklift training has been completed.

**WASTEWATER DIVISION**

**Report for Week Ending 12/8/23**

**Wastewater Treatment Plant at Frederick Street**

Date	Flow (mgd)	Rainfall (inches)
Wednesday, Nov 29, 2023	5.09	0.00
Thursday, Nov 30, 2023	5.00	0.00
Friday, Dec 1, 2023	4.92	0.04
Saturday, Dec 2, 2023	4.75	0.00
Sunday, Dec 3, 2023	5.41	0.26
Monday, Dec 4, 2023	5.03	0.00
Tuesday, Dec 5, 2023	5.04	0.00
Weekly – Avg. Flow/Total Rainfall	5.03	0.30
Nov – Avg. Flow /Total Rainfall	4.77	2.17
Dec – Avg. Flow/Total Rainfall	5.03	0.30

- Fabricated spool piece and removed regulator on oxygen injection line.
- Installed new signal wiring from new ChemScan to PLC 4-1.
- Reprogrammed Primary pump VFD.
- Retrieved broken air lift from filter cell.
- Routine MVP Plant Work orders & Corrective Work Orders.

## Wastewater Collection

### SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# Inspected
CCTV Inspections	5	300	20	1
Flushing	8/9	10,269/1,390		

### Collection System Maintenance Tasks

- Construction crew blacktopped 1149 Corbett Street and 11217 Eastwood
- Cleared leaves and pine needles at Pump Stations 5 & 15
- Flushed Districts 8 and 9
- Hauled in stone for future digs
- Located sewer lines for USIC
- Worked on grinder pumps
- CCTV'd 905 Dewey Avenue
- Posted NO TRESPASSING signs at pump stations
- Pump crew replaced cleanout caps behind Home Depot
- Worked on Muffin Monster electrical issue at Pump Station 23
- Worked on generator issue at Pump Station 4

Wastewater Division – Customer Call Log Summary 2023							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	0	0	0	0	0	13	13
YTD 2023	72	38	11	0	0	266	387

### Engineering

- Review of Site Development and City Permit Drawings
- Gathering information for service inquiries
- Updating GIS databases completed with water projects

### Lab

#### WASTEWATER

- Process and regulatory testing were routine for the week
- Completed QC verifications: weekly (pH, Cl, Conductivity) on DI water, pH meter verifications, incubator decontamination, Monthly QuantiTray seal test, cleaned UV bulbs, monthly ChemScan zero verification, 4<sup>th</sup> Quarter DI water system verifications, Annual DI water system metals analysis, monthly analytical balance check
- Collected samples for Biobot COVID study
- Collected Wastewater-SCAN Program samples for pathogen monitoring

- Collected CDC-NWSS Program samples for pathogen monitoring
- Collected 4<sup>th</sup> Quarter Toxic Chemical secondary samples
- Completed primary sampler maintenance
- Culligan-Stoner site visit to assess DI water system tank status
- Sent 2<sup>nd</sup> set of analytical scale weights out for NIST calibration
- Attended Pelletizer monthly meeting
- Attended Re-rating Workshop
- Scheduled 2024 Biomonitoring and TCT study for end of January

Environmental Coordinator & Pretreatment

- Completed HBP 3rd Quarter surcharges
- Completed sampling bills for HBP 2<sup>nd</sup> Half
- Scheduled POTW sampling event at Mack
- Updated and set schedules for 2024 Pretreatment Calendar
- Submitted December water compliance reports

**Report for Week Ending 12/8/23**

Date	Flow (mgd)	Rainfall (inches)
Wednesday, Dec 6, 2023	5.06	0.00
Thursday, Dec 7, 2023	4.95	0.00
Friday, Dec 8, 2023	4.86	0.00
Saturday, Dec 9, 2023	4.67	0.00
Sunday, Dec 10, 2023	5.86	0.67
Monday, Dec 11, 2023	6.78	0.09
Tuesday, Dec 12, 2023	6.06	0.00
Weekly – Avg. Flow/Total Rainfall	5.47	0.76
Dec - Avg. Flow/Total Rainfall	5.32	1.06

- Troubleshooting of product purity valve and actuator, PSA Oxygen Skid
- Worked with ChemScan to integrate and calibrate new OP sampler
- Repaired pressure switches on effluent pumps
- Pulled defective mixer from Final tank
- Routine MVP Plant Work orders & Corrective Work Orders

**Wastewater Collection**

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# Inspected
CCTV Inspections	16/1	683	130	7
Flushing	9/10	14144		

### Collection System Maintenance Tasks

- Blacktopped 908 Kuhn Avenue, formed up curb and sidewalk for concrete
- Hauled stone for stock
- Cut roots out of main on Western Maryland Parkway
- Flushed Districts 9 and 10
- Worked in pump shop on grinder pumps
- Organized Year 25 overlay sheets and started CCTV
- Changed tubes on grinder pumps at 11138 Mahogany Drive and 20116 Cherry Hill

Wastewater Division – Customer Call Log Summary 2023							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	2	1	0	0	0	2	5
YTD 2023	74	39	11	0	0	268	392

### Engineering

- Review of Site Development and City Permit Drawings
- Gathering information for service inquiries
- Updating GIS databases completed with water projects

### Lab

#### WASTEWATER

- Process and regulatory testing were routine for the week
- Completed QC verifications: weekly (pH, Cl, Conductivity) on DI water, monthly HPC plate on DI water
- Collected samples for Biobot COVID study
- Collected Wastewater-SCAN Program samples for pathogen monitoring
- Collected CDC-NWSS Program samples for pathogen monitoring
- Collected Industrial Pretreatment samples at Mack/ Volvo
- Completed primary sampler maintenance
- Negley’s Water site visit to assess DI water system tank status
- ChemScan Training and sample training
- Attended MAMWA Wastewater Performance Strategies Review

### Environmental Coordinator & Pre-Treatment

- Attended Advanced ECHO Webinar: Hazardous Waste
- Reviewed Phoenix Color biannual sampling results
- Completed Phoenix Color and Stoner 3rd Quarter surcharge calculations
- Attended Mack POTW sampling

**WATER DIVISION**

**Report for Week Ending 12/8/23**

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

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
11/30/23	11.72		11.72
12/01/23	11.11		11.11
12/02/23	11.27		11.27
12/03/23	11.02		11.02
12/04/23	11.74		11.74
12/05/23	11.38		11.38
12/06/23	11.53		11.53
		<b>Average:</b>	<b>11.40</b>

**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 1.88 ft. 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**

- Staff performed customer service work and new meter installations as needed.
- Staff repaired water main breaks on Sharpsburg Pike, Cherry Tree Circle, and Nottingham Road.
- Staff installed new service and meter at the new baseball stadium at 50 West Baltimore Street.

**Laboratory**

- Process and regulatory testing were routine for the week.
- Completed QC verifications: benchtop microbial surface monitoring, monthly air microbial quality monitoring, 4<sup>th</sup> quarter DI water system verifications, and annual DI water system metals analysis.
- Collected bacteriological monitoring samples for December.
- Collected nitrification monitoring samples.
- Collected lagoon discharge samples.
- Collected monthly TOC sample from R.C. Willson water treatment plant.
- Addressed one (1) customer concern about water quality.
- Updated bacteriological sampling site plan.
- Finished new thermometer calibration point-checks.

**Engineering**

	<u>City</u>	<u>County</u>
Site Plans	-	-
Preliminary Plats	-	-
Grading Plan	-	-
Final Plat	-	-
Building Permits	25	5
Development Plan	-	1

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

### Report for Week Ending 12/15/23

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

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
12/07/23	11.44		11.44
12/08/23	11.44		11.44
12/09/23	10.94		10.94
12/10/23	11.95		11.95
12/11/23	11.68		11.68
12/12/23	11.64		11.64
12/13/23	11.52		11.52
		<b>Average:</b>	<b>11.52</b>

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

- Staff worked on facility maintenance and routine preventative maintenance.
- Staff repaired caustic and fluoride pumps at R.C. Willson.
- Staff worked with Distribution staff on a hydrant repair.

#### Water Production at Breichner / Edgemont Reservoir

The Edgemont Reservoir pool elevation is currently at 2.65 ft. 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

- Staff performed customer service work and new meter installations as needed.

#### Laboratory

- Process and regulatory testing were routine for the week.
- Completed QC verifications for benchtop microbial surface monitoring, monthly incubator sterilization, and monthly autoclave bio-indicator verification.
- Collected bacteriological monitoring samples for December.
- Collected nitrification monitoring samples.
- Collected lagoon discharge samples.
- Collected semi-annual water quality parameters samples.
- Addressed two (2) customers' concerns.
- Collected three (3) water line tests.
- Worked on updating bacteriological sampling site plan.
- Prepared methyl red and pH storage solution for R.C. Willson.
- Attended MDE lead and copper training sessions on new inventory spreadsheet.

**Engineering**

- Construction inspection of ongoing 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 SCHEDULE  
EVENT FLYERS ON THE FOLLOWING PAGES**



**German**  
CHRISTMAS  
TOURS

DECEMBER  
2, 8, 9, 15 & 16

10AM | 12PM | 2PM

JONATHAN HAGER HOUSE  
110 KEY ST. CITY PARK HAGERSTOWN  
*Visit [www.hagerhouse.org](http://www.hagerhouse.org)*

# Hub City 100 Miler

ONE MILE A DAY FOR 100 DAYS



NEW YEAR'S RESOLUTION: MOVE MORE & GET FIT!

DO YOU HAVE A COMPANY WELLNESS PROGRAM? SPONSOR YOUR EMPLOYEES FOR THE 100 MILER!

BEGINS FRIDAY, JANUARY 12, 2024

WIN AWESOME WEEKLY & GRAND PRIZES!

## THE GOAL:

### MOVE YOUR BODY 1 MILE A DAY FOR 100 DAYS!

Walk, jog, pedal, shovel...it all counts. Throughout the 100 days, weekly emails offer motivational tips, recipes and ideas to reach your daily miles. Connect with others, move more and have FUN!

**CHALLENGE RUNS JANUARY 12 - APRIL 20, 2024**

Registration Opens Black Friday 11.24.23



<b>ENTRY:</b>	<b>\$10</b>	<b>\$20</b>	<b>\$25</b>	<b>\$25</b>
(ALL AGES):	INDIVIDUAL (#8263)	W/T-SHIRT (#8265)	W/LONG SLEEVE SHIRT (#8264)	W/MY DOG (T-SHIRT & DOG BANDANA) (#8266)

# Fit Room at Fairgrounds Park at Fairgrounds Park

## Monthly Calendar For December 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					<b>1</b> 4:45p-5:45p Gymnastics for Kids #8122 6p-7p Aerial Tricks #8212 7:15p-8:15p Aerial Stretch #8177	<b>2</b> 10a-11a Zumba #8155 3p-7p Clyde Smith 18th Birthday Party
<b>3</b> 11a-12p Gymnastics for Kids #8139 1p-2p Aerial Stretch #8198	<b>4</b> 7p-8p Belly Dance #8273	<b>5</b> 4:30p-5:30p Crazy Running #8268 6p-7p Buti Yoga #8242	<b>6</b> 6p-7p Embody Yoga #8239	<b>7</b> 4p-4:30p Princess Ballerina #8118 4:35p-5:05p Ballet & Acro #8109	<b>8</b> 4:45p-5:45p Gymnastics for Kids #8122 6p-7p Aerial Tricks #8213 7:15p-8:15p Aerial Stretch #8178	<b>9</b> 10a-11a Zumba #8155
<b>10</b> 11a-12p Gymnastics for Kids #8139	<b>11</b> 11a-2:30p CPR and First Aid #8113	<b>12</b> 4:30p-5:30p Crazy Running #8268 6p-7p Buti Yoga #8242	<b>13</b> 6p-7p Embody Yoga #8239	<b>14</b> 4p-4:30p Princess Ballerina #8118 4:35p-5:05p Ballet & Acro #8109 6p-7p Yoga Nidra #8283	<b>15</b> 4:45p-5:45p Gymnastics for Kids #8122 6p-7p Aerial Tricks #8214 7:15p-8:15p Aerial Stretch #8179	<b>16</b> 10a-11a Zumba #8155 4p-8p Summer Walker Birthday Party
<b>17</b> 11a-12p Gymnastics for Kids #8139 1p-2p Aerial Stretch #8199 4p-9p Joshua Couto Party	<b>18</b>	<b>19</b> 4:30p-5:30p Crazy Running #8268 6p-7p Buti Yoga #8242	<b>20</b> 6p-7p Embody Yoga #8239	<b>21</b> 4p-4:30p Princess Ballerina #8118 4:35p-5:05p Ballet & Acro #8109	<b>22</b> 3:15p-4:45p Gymnastics for Kids, Intermediate #8130 4:45p-5:45p Gymnastics for Kids #8123 6p-7p Aerial Tricks #8215 7:15p-8:15p Aerial Stretch #8180	<b>23</b> 10a-11a Zumba #8155
<b>24</b> 11a-12p Gymnastics for Kids #8140	<b>25</b>	<b>26</b> 6p-7p Buti Yoga #8242	<b>27</b> 11:30a-1p Walking 2 Wellness 6p-7p Embody Yoga #8239	<b>28</b>	<b>29</b> 3:15p-4:45p Gymnastics for Kids, Intermediate #8130 4:45p-5:45p Gymnastics for Kids #8123 6p-7p Aerial Tricks #8216 7:15p-8:15p Aerial Stretch #8181	<b>30</b> 10a-11a Zumba #8155

# Fit Room at Fairgrounds Park at Fairgrounds Park

## Monthly Calendar For December 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>31</b> 11a-12p Gymnastics for Kids #8140						