



# CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 3 FOR 2024

To Members of the City Council:

January 19, 2024

## JANUARY 2024

*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
	1	2 Mayor & Council No Meeting	3	4	5	6
7	8	9 Mayor & Council Work Session 4 PM	10	11	12 Hub City 100 Miller Challenge Kick-Off Fit Room – Fairgrounds Park at 5 PM	13
14	15 Martin Luther King Holiday City Offices Closed	16 Mayor & Council Work Session 4 PM	17	18	19	20
21	22	23 Mayor & Council Day in Annapolis No Meeting	24	25	26	27
28	29	30 Mayor & Council 7 PM	31	February 1	February 2 	February 3

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## 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**

NO MEETING - Tuesday, January 2  
Work Session - Tuesday, January 9 – 5 PM  
Work Session - Tuesday, January 16 – 4 PM  
Day in Annapolis – Tuesday, January 23  
Regular Session - Tuesday, January 30 – 7 PM

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

Thursday, January 11 – 4 PM

### **Board of Zoning Appeals**

Thursday, January 11 – 7 PM

### **Historic District Commission**

Thursday, January 11 – 4:30 PM  
Thursday, January 25 – 4 PM

### **Planning Commission**

Wednesday, January 10 – 4 PM  
Wednesday, January 31 – 7 PM

## COMMUNICATIONS

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

- Washington County Home Prices Rose 0.7% in December, with Houses Listed at a Median of \$382,445
- Central Atlantic Gas Prices Fall 3 Cents
- Unemployment Claims in Maryland Declined Last Week
- Brave Swimmers Take Polar Plunge
- County Lawmakers Choose Leaders and Ficker's Back: Political Notebook
- Meritus Health, WVU Medicine Open New Healthcare Operations
- Ocean City in Crosshairs as Rising Seas Create Constant Challenges
- Help with VA Benefits Available with Appointment at Hagerstown Clinic
- Going to be a Cold Week with Potential for More Snow Friday
- Maryland Shows Slight Increase in Minority Business Participation
- NWS: More Snow on Friday Followed by Bitter Wind Chills Again
- Traffic Advisory: Franklin & Washington Streets
- Trash & Recycling Advisory: Collection Delays

### This Week's Video Projects

- New Fit Room :30 Promo Post Production

### Channel 25 Hub City Now Programming:

- Mayor & Council Meeting
- "Council wRap"
- "What's Happening in Hagerstown?" Upcoming Events Video Calendar
- "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 7,059 user visits for the week of January 11-17
- The most popular top entrances (the first page users accessed on the website):

1. Home Page	2,006
2. Online Payment Portal Page	1,348
3. Utility Billing Page	701
4. Collection Schedules & Zone Maps Page	531
5. Hub City 100-Miler Page	36
6. Police Page	288
7. Search Page	269
8. Jobs Page	236
9. Bids Page	211
10. Civic Alerts Page	204

- Top searches
- 1. City of Hagerstown
- 2. Hagerstown MD
- 3. Hagerstown
- 4. Hagerstown Light Department
- 5. Hagerstown Trash Schedules

## COMMUNITY ENGAGEMENT

### *Heart of the Art Grant –*

Applications due by January 31<sup>st</sup> – Recipients receive \$100 per event attended for a maximum of \$1,000  
Click here to apply: <https://www.hagerstownaande.org/heartofartgrant>

### *Galentine's Flower Tour –*

**Saturday, February 10<sup>th</sup> – Build a bouquet, Explore Downtown shops and enjoy a drink at Alpine Plant Bar!**

### *St. Patrick's Day Run Fest –*

**Saturday, March 16<sup>th</sup> – Clover Kids Run @ 9 AM and One-Mile Run/Walk @ 10 AM**

### *Restaurant Week – March 17<sup>th</sup> through March 23<sup>rd</sup>*

**Enjoy the *Taste of Downtown* at your favorite Downtown restaurants!**

For more information on Downtown Events visit <http://www.downtownhagerstown.org/>

## DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

### **Economic Development**

Economic Development activities included attending the monthly Greater Hagerstown Downtown Enhancement Committee meeting.

### **Community Development**

Final settlement for the CDBG Homeownership Program property at 263 S. Prospect Street took place on January 11, 2024. Congratulations to Sven Alstrom on his new home and welcome to the City of Hagerstown!

## ENGINEERING

1. **Hub City Garage** – fifty percent of the precast concrete panels and beams have been erected; the contractor estimates that final erection will be completed by the first week in March.
2. **Hagerstown Field House** – excavation for the building's foundation continues; the contractor plans to start preparing the northwest corner of the building pad once the footing excavation is complete.
3. **Safe Streets for All Action Plan** – staff is working with the HEPMPO's consultant team to gather injury and fatality data for accidents within the City as part of the effort to prepare an Action Plan that will identify necessary improvements.

4. **Engineering Statistics**

Description	Week of 01/15/24	Calendar Year 2024 TOTALS
Traffic complaints received	7	7
Work Orders completed	0	7
Traffic counts completed	0	0
Construction Projects		
Description	Week of 01/15/24	Calendar Year 2024 TOTALS
Construction Projects advertised for bids	0	1
RFP's Advertised	0	0
Projects under construction	16	16
Projects completed	1	1

<b>FIRE</b>
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1/10/24 – 1/16/24			
Total Incidents (City only)	72	Mutual Aid to surrounding FDs	5
• Unit Responses	134	• Halfway FD	0
• Fire/Rescue Responses	41	• Maugansville FD	0
• EMS Responses	31	• Funkstown FD	3
Inspections/System Tests/Plans Reviewed	13	• Longmeadow FD	1
Community Events, Smoke Alarm Installs	1	• Other	1

**Significant Incidents**

1/13/24 – HFD units responded to Washington Garden Apartments for smoke coming from an apartment building. Crews arrived and found fire in a bathroom fan that had extended into the attic trusses. Fire was quickly extinguished and scene turned over to the fire marshal's office.

1/15/24 – While on the street, Truck 3 came across a vehicle on its side just south of Dual Hwy on Eastern Blvd S. Truck 3 crew checked the vehicle and found one person still confined inside. Truck 3 crew requested Engine 3 and a medic unit to the scene. Crews utilized extrication tools and worked to remove a portion of the roof to gain access to the patient. Once patient was extricated, EMS assessed and transported to Meritus.

1/15/24 – HFD units responded to the 100 block of W Bethel St for a reported house fire. Units arrived to find a cooking fire with no extension into the residence. Fire was quickly extinguished and residence ventilated.

## POLICE DEPARTMENT

**STATS (01/11/2024 – 01/17/2024)**

Calls for Service:	1519	Field Interviews:	21
Arrests/Warrants Served:	21	Moving Violations:	5
Domestic Violence Calls:	19	Safety Repair Orders:	1
DUI Arrests:	0	Warnings:	30
Reports Filed:	106		

### **Congratulations & Welcome!**

Lateral Officer Matthew Richards was sworn in on Thursday by Mayor Martinez. He will be assigned to Baker Platoon for field training. We welcome Officer Richards to the department and wish him a safe and successful career.

Lateral Officer Christopher Woody has completed Field Training and is certified for solo patrol. Officer Woody will be assigned to Alpha Platoon. Recent graduates Amanda Boyle, Andrew Kelbaugh and Devin Ortiz were recently certified for solo patrol. After graduating from the Academy in September they have successfully completed their field training phases. Ortiz will be assigned to Alpha. Boyle will be assigned to Baker. Kelbaugh will be assigned to Charlie. We congratulate them all and wish them a safe and successful career.

**ENVY:** Ending Needless Violence with our Youth Partnership (ENVY) intends to decrease the amount of youth and gang-related violence throughout Washington County, Maryland. ENVY is now accepting applications for volunteer positions. As a volunteer with ENVY, you'll have the chance to work with a passionate team of individuals dedicated to helping youth build healthy relationships and avoid violent situations. Apply now to join ENVY as a volunteer and help shape a brighter future for our youth.

## PUBLIC WORKS

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

		Current Week	Previous Week
<b>Number of Permit Holders</b>	A & E Deck	209	202
	University District Deck	284	281
<b>Number of Student Permits</b>	Central & Rochester Lots	58	52
<b>Number of Patrons Using Decks</b>	A & E Deck	1682	1056
	University District Deck	1476	1000
<b>Number of Citations Issued</b>	(Includes Warnings)	314	312
<b>Peak Occupancy (%)</b>	A & E Deck	100% Sa @ 6PM	80% Th @ Noon
<b>Peak Occupancy (%)</b>	University District Deck	51% We @ 2PM	47% We @ 10AM

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

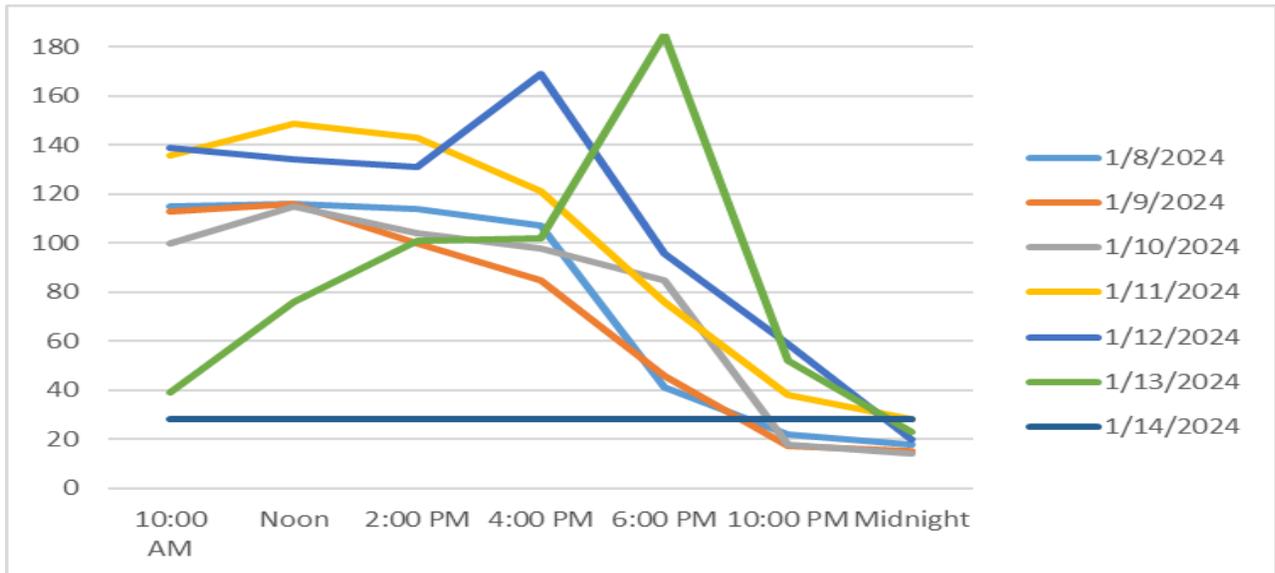
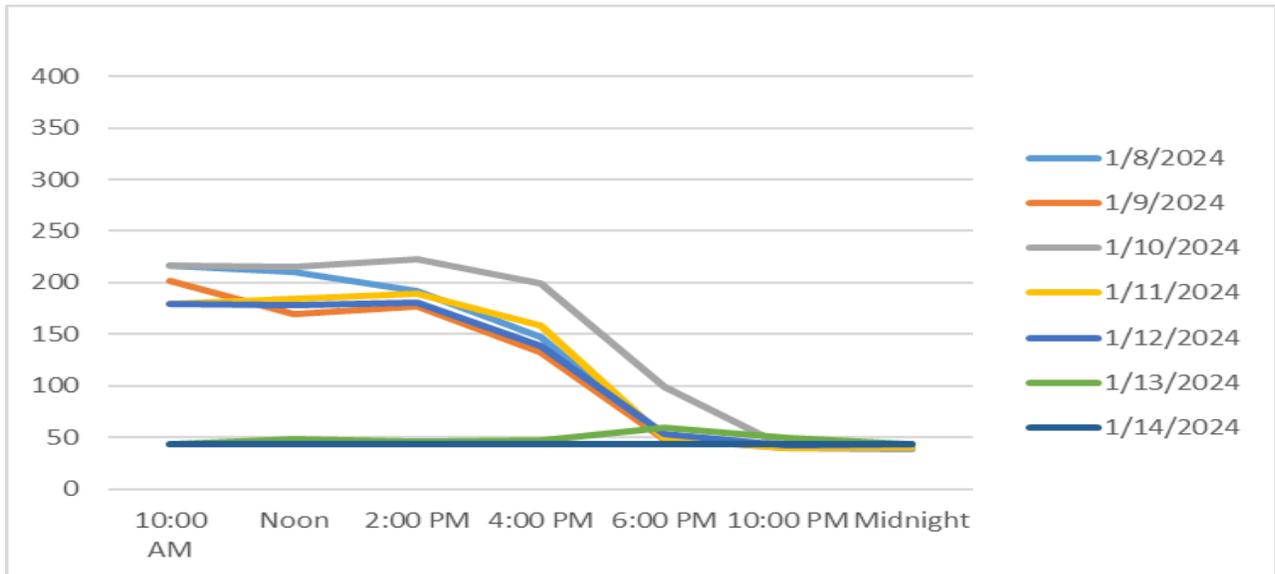


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	0
Planning & Code	0	0
Fire	0	0
Engineering	0	0
Parks & Recreation	1	1
Public Works	5	0
Police	3	7
Water	3	0
Wastewater	1	0
Light	0	3

Human Resources	0	0
Weekly Totals	13	11
Yearly Total	24	11

### AFTER HOURS CALL BACKS

Friday, January 12, 2024 @ 3:15PM: Report of a large tree down at 158 S. Prospect St. Staff investigated and found a private tree had fallen into the street crossing the sidewalk, striking a city street tree and four vehicles, causing extensive damage to at least one vehicle. Street crew called in cleared the street for safe passage and placed cones around the vehicles and tree.

Sunday, January 14, 2024 @ 8:30AM: Staff received a call for intersection of Frederick St. and Bowman Ave. A truck had driven over the curb and dragged the concrete barrier out into the roadway. The equipment operator called in moved the barrier back to its original position.

### PARKS AND RECREATION

#### 2024 Hub City 100 Miler

The 11<sup>th</sup> annual Hub City 100 Miler is underway and over 1,000 people have registered! Registration stays open until January 31. More information can be found here: [www.hagerstownmd.org/hubcity100](http://www.hagerstownmd.org/hubcity100) . Attached are photos from the Kick Off on Friday, January 12.

#### Fit Room

See Fit Room report attached with weekly recreation classes. A private rental is scheduled for this Saturday, January 20.

#### Outdoor Classes

- Parkour, meets Fridays at 4pm, at Fairgrounds Park, meeting outside PAL offices, 520 Cannon Avenue

#### Virtual Classes

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

## UTILITIES DEPARTMENT

### ELECTRIC DIVISION

#### Service Calls

- Fri. 1/12 - 100 block South Prospect Street – tree on lines; no issues were found.  
Time Out: 15.1-15.6
- Sat. 1/13 - West Washington Street – pole damaged; vehicle struck traffic signal in accident.  
Time Out: 10.8-11.0
- 836 Spruce Street – tree on line; crews trimmed and removed large tree branch from service wires. Time Out: 11.0-11.8
- Sun. 1/14 - 10 East Wilson Blvd – partial outage; a broken connector was replaced.  
Time Out: 13.8-14.8
- Tues. 1/16 - 112 East Wilson Blvd – total outage; customer’s main breaker tripped.  
Time Out: 18.2-19.2

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
0	0	13	0

- Engineering staff performed multiple permit reviews, responded to service upgrade requests, and completed electrical service agreements and right-of-way documents for multiple commercial projects.
- Staff kicked off the Advanced Metering Infrastructure project with Eaton Power Systems. On-site meetings were held to develop work plans and nail down responsibilities and architecture of the system.
- Stockroom organization continues with review of minimum inventory levels. A new planogram was drawn up to show improved shelving and bins for small items. This will reduce wasted space and provide additional space for overstock.

**WASTEWATER DIVISION**

**Wastewater Treatment Plant at Frederick Street**

Date	Flow (mgd)	Rainfall (inches)
Wednesday, Jan 10, 2024	10.72	0.00
Thursday, Jan 11, 2024	8.73	0.00
Friday, Jan 12, 2024	8.00	0.45
Saturday, Jan 13, 2024	8.75	0.01
Sunday, Jan 14, 2024	7.90	0.00
Monday, Jan 15, 2024	7.55	0.01
Tuesday, Jan 16, 2024	7.39	0.04
Weekly – Avg. Flow/Total Rainfall	8.43	0.51
Jan - Avg. Flow/Total Rainfall	7.11	2.28

- Attempted to locate broken underground wiring that serves grease pump and level controller
- Installed temporary electrical feed to grease pump and controls to make operational
- Disassembled 6M pump and piping. Located and removed obstruction
- Routine MVP Plant Work orders & Corrective Work Orders

## Wastewater Collection

### SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# Inspected
CCTV Inspections	7, 15	176, 302.4	18.4	1

### Collection System Maintenance Tasks

- Construction crew cleaned up snow around shop and all the pump stations.
- Serviced equipment and cleaned shop
- Trained on equipment
- Cleaned camera truck, went to Raush for SAT head wrench
- Worked on North Potomac and East Washington streets for lateral locations
- Flusher crew cleaned shop
- Cleaned pump stations 18 and 20
- Grinder pump at 1539 Kensington
- Repaired check valve failure at PS 18
- Repaired soft start failure at PS 23
- Repaired plumbing issue at PS 20
- Repaired generator at PS 30

Wastewater Division – Customer Call Log Summary 2024							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	1	2	0	0	0	2	5
YTD 2024	3	2	0	0	0	7	12

### 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 autoclave verification-TSB
- Collected samples for Biobot COVID study
- Collected Wastewater-SCAN Program samples for pathogen monitoring
- Collected CDC-NWSS Program samples for pathogen monitoring
- Completed raw sampler maintenance
- Attended in-person Chemsan training for splits and zero check procedures
- Exchanged DI tanks
- Cleaned BOD incubator

- December Data Quality Review
- Reviewed 2025 Operating Budget

Environmental Coordinator & Pretreatment

- Met with Conagra for MOR Procedures and spreadsheet analysis
- Reviewed and submitted requested supplementary MDE Audit documentation
- Preparing 2024 Permit Renewals
- Industrial User Site visit follow up for procedural review

**WATER DIVISION**

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

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
01/11/24	11.47		11.47
01/12/24	11.46		11.46
01/13/24	10.82		10.82
01/14/24	10.59		10.59
01/15/24	11.15		11.15
01/16/24	11.30		11.30
01/17/24	10.77		10.77
		<b>Average:</b>	<b>11.08</b>

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

- Staff worked on facility maintenance and routine preventative maintenance.
- Staff repaired the lagoon flow meter.

**Water Production at Breichner / Edgemont Reservoir**

The Edgemont Reservoir pool elevation is currently at 4.36 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 a water main break on Pennsylvania Avenue.

**Laboratory**

- Process and regulatory testing were routine for the week.
- Completed QC verifications for benchtop microbial surface monitoring, monthly UV lamp check, monthly specification checks, and monthly incubator maintenance.
- Collected bacteriological monitoring samples for January.
- Collected nitrification monitoring samples.
- Collected lagoon discharge sample.
- Prepared operator bench TISAB reagent.
- Attended lead and copper rule working group.
- Reviewed fiscal year 2025 operating budget.
- Prepared LCRR survey and e-mail.

<u>Engineering</u>	<u>City</u>	<u>County</u>
Site Plans	-	5
Preliminary Plats	-	-
Grading Plan	-	-
Final Plat	-	-
Building Permits	21	8
Development Plan	-	-

- 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 and EVENT LOGOS  
ON THE FOLLOWING PAGES**

# Fit Room at Fairgrounds Park at Fairgrounds Park

## Monthly Calendar For January 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	<b>1</b>	<b>2</b> 6p-7p Buti Yoga #8243	<b>3</b>	<b>4</b> 4p-4:30p Princess Ballerina #8119 4:35p-5:05p Ballet & Acro #8110	<b>5</b> 4:45p-5:45p Gymnastics for Kids #8123 6p-7p Aerial Tricks #8217 7:15p-8:15p Aerial Stretch #8182	<b>6</b> 10a-11a Zumba #8155
<b>7</b> 11a-12p Gymnastics for Kids #8140 1p-2p Aerial Stretch #8200 2p-3:30p GeoCaching in the Parks #8151	<b>8</b> 7p-8p Belly Dance #8274	<b>9</b> 6p-7p Buti Yoga #8243	<b>10</b> 6p-7p Embody Yoga Make up 11.1.23 #7955	<b>11</b> 4p-4:30p Princess Ballerina #8119 4:35p-5:05p Ballet & Acro #8110	<b>12</b> 2p-6p 100 Miler Kickoff 6p-6:45p 100 Miler Kick-Off Aerial Fitness - 2024 #8294 7p-7:45p 100 Miler Kick-Off Belly Dance - 2024 #8295	<b>13</b> 9a-9:15a 100 Miler Kick-Off Pound Class 1 - 2024 #8297 9:20a-9:35a 100 Miler Kick-Off Pound Class 2 - 2024 #8298 9:40a-9:55a 100 Miler Kick-Off Pound Class 3 - 2024 #8299 10a-10:55a 100 Miler Kick-Off Zumba - 2024 #8296 11a-11:55a 100 Miler Kick-Off Buti Yoga - 2024 #8300
<b>14</b> 11a-12p Gymnastics for Kids #8140	<b>15</b> 6p-6:45p Pound #8247 7p-8p Belly Dance #8274	<b>16</b> 4p-7p CPR Certification #8164	<b>17</b>	<b>18</b> 4p-4:30p Princess Ballerina #8119 4:35p-5:05p Ballet & Acro #8110	<b>19</b> 4:45p-5:45p Gymnastics for Kids #8123 6p-7p Aerial Tricks #8218 7:15p-8:15p Aerial Stretch #8183	<b>20</b> 9a-9:45a Pound #8247 10a-11a Zumba #8156 1p-5p Thompson Baby Shower
<b>21</b> 11a-12p Gymnastics for Kids #8141 1p-2p Aerial Stretch #8201	<b>22</b> 6p-6:45p Pound #8247 7p-8p Belly Dance #8274	<b>23</b> 4:30p-5:30p Crazy Running #8269 6p-7p Buti Yoga #8243	<b>24</b>	<b>25</b> 4p-4:30p Princess Ballerina #8119 4:35p-5:05p Ballet & Acro #8110	<b>26</b> 3:15p-4:45p Gymnastics for Kids, Intermediate #8131 4:45p-5:45p Gymnastics for Kids #8124 6p-7p Aerial Tricks #8219 7:15p-8:15p Aerial Stretch #8184	<b>27</b> 9a-9:45a Pound #8247 10a-11a Zumba #8156 1p-7p Heather Walling Baby Shower

# Fit Room at Fairgrounds Park at Fairgrounds Park

## Monthly Calendar For January 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>28</b> 11a-12p Gymnastics for Kids #8141	<b>29</b> 6p-6:45p Pound #8247 7p-8p Belly Dance #8274	<b>30</b> 4:30p-5:30p Crazy Running #8269 6p-7p Buti Yoga #8243	<b>31</b> 10a-4p Fedex Hiring Event			



## GRANT OPPORTUNITY

This grant program was created to bridge the gap of connecting artists with customers, to lift the burden of paying a vendor fee to attend an event, and to ensure the artists will receive payment after each market.

*Grant recipients will receive \$100 for each event attended, for a maximum of up to 10 events totaling \$1,000.*

**Deadline: January 31, 2024**

Learn more and apply at [hagerstownaande.org](http://hagerstownaande.org)





A poster for a Saint Patrick's Day event. The background is dark green with a pattern of clover leaves. At the top left is a green leprechaun hat. At the top right are green and yellow fireworks. The text is in white and yellow. The main title is 'SAINT PATRICK'S DAY' in a large, white, gothic-style font. Below it is 'STREET FESTIVAL' in a smaller, white, sans-serif font, flanked by two yellow shamrocks. At the bottom, 'RUN FEST', 'MUSIC', and 'BEER' are listed in white, sans-serif font, separated by yellow four-pointed stars.

**DOWNTOWN  
HAGERSTOWN**

**SAINT PATRICK'S DAY**  
STREET FESTIVAL

RUN FEST ✦ MUSIC ✦ BEER



A poster for a restaurant week event. The background is light gray with a pattern of small, faint food icons like mushrooms, bread, and fruit. In the center is a black circular logo with three white forks and the text 'TASTE OF DOWNTOWN HAGERSTOWN'. Below the logo, the words 'Restaurant Week' are written in a large, yellow, cursive font. To the left of this text is a black silhouette of a knife, fork, and spoon with a yellow ribbon wrapped around them. At the bottom, the dates 'MARCH 17 - 23' are written in a black, sans-serif font.

**TASTE OF  
DOWNTOWN  
HAGERSTOWN**

**Restaurant Week**

MARCH 17 - 23