



City of Hagerstown, Maryland Status & Information Report No. 30 for 2012

August 3, 2012

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

AUGUST 2012						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2 9am-2pm Market Faire @ Elizabeth Hager Center Parking Lot	3 5:30-10 pm Wine Down Friday @ MD Theatre	4 7-8:30 pm Music By The Lake @ City Park Bandshell
5	6	7 3pm Executive Session 4 pm Work Session	8	9 9am-2pm Market Faire @ Elizabeth Hager Center Parking Lot	10 5:30-10 pm Wine Down Friday @ MD Theatre	11
12	13	14 4pm Work Session	15	16 9am-2pm Market Faire @ Elizabeth Hager Center Parking Lot	17 5:30-10 pm Wine Down Friday @ MD Theatre	18
19	20	21 4pm Work Session	22	23 9am-2pm Market Faire @ Elizabeth Hager Center Parking Lot	24 5:30-10 pm Wine Down Friday @ MD Theatre	25 9am-2pm Faire Off the Square @ Elizabeth Hager Center Parking Lot 11am-10pm Augustoberfest @ City Center
26 11am-5pm Augustoberfest @ City Center	27	28 7pm Regular Session	29	30 9am-2pm Market Faire @ Elizabeth Hager Center Parking Lot	31 5:30-10 pm Wine Down Friday @ MD Theatre	

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

BUSINESS & COMMUNITY RELATIONS DIVISION

1. **Music By The Lake:** The last Music By The Lake Program for this season will occur on Saturday, August 4. It will feature Annapolis Bluegrass Coalition, and it will be held from 7:00 PM to 8:30 PM.

2. **Market Faire/Faire Off The Square:** The Market Faire was held on July 28 from 10:00 AM to 2:00 PM. It has grown to 20 vendors. Next month will be held August 25 in combination with the Augustoberfest.
3. **Augustoberfest:** The committee and staff are gearing up for the 17 Annual Augustoberfest to be held on August 25 and 26, 2012. The committee is currently going over all the details and finishing their fundraising efforts.
4. **Grand Opening:** A grand opening was held for The Tipson Firm this week located at 38 South Potomac St., Suite 301.
5. **Krumpe's Donut Alley Rally - August 10:** Krumpe's Donut Alley Rally will be held for a second year in a row. The date of the event is August 10, 2012 at 7:30 PM. It is a 5k run/walk. All proceeds benefit the Wounded Warrior Project. There are currently 252 registrants which is considerably above what they had last year at this point. In 2011, they had 199 registrants prior to race day and ended up with 343.
6. **City Market**
 - On August 11, the Market will have a promotion entitled Taste of the Market. Vendors with food will be giving samples, and each participant can get a card stamped when they taste the samples. If a participant goes to all the vendors giving samples and gets their card stamped by each one, they will be entered to win a prize.
 - On August 18, the City Farmers Market will be celebrating their 229th Birthday, and the market will be having a birthday event for customers.
7. **Some of this Week's Headlines and Media Releases**
 - Therapeutic Tricycle Recovered! Returned to Owner on Tuesday
 - Fun for the Whole Neighborhood at National Night Out!
 - City Names New Director of Human Resources
 - Traffic Advisory: Northern Avenue
 - Traffic Advisory: George Street
8. **Multi-Use Center Initiatives** Staff has compiled four video montages to generate public support for and create public awareness of the multi-use center. These will be played at Hagerstown Suns home games and there will be a new piece weekly on Channel 25. The videos will also be promoted on the City's homepage and Facebook.
9. **Channel 25**
 - The City of Hagerstown's designated Public Education/Government (PEG) channel is now Antietam Cable Channel 25.
 - Watch the Ripken Design presentation to Mayor and Council Mondays and Wednesdays at 7:00 p.m. and Saturdays at noon.
 - Watch Citizens Comments about the multi-use center from the April 24th meeting on Sundays, Tuesdays and Thursdays at 6:00 p.m.
 - Watch the City Newsroom at the top of every hour. This week's news stories include:
 - "The Tipson Firm" to Celebrate Grand Opening
 - Public Support for Downtown Multi-Use Center Video Montage #2
 - Bike Night Wrap-Up
 - PEP Program Success Stories
 - Profile of Neighborhood Investments Around the City

- Tribute to Employees With Combined Century of Service
- Preview for National Night Out
- Also airing at select times: Korean War Veterans Memorial Groundbreaking Ceremony

10. **Websites:** Website analytics highlights for www.hagerstownmd.org for July 27-August 1:

Top entrances (the first page of our website that users accessed):

- Homepage 5,047 users
- Jobs page 165 users
- Media Center 52 users

Top page views:

- Homepage 5,184 views
- Jobs page 1,137 visits
- Calendar 251 visits

PLANNING & CODE ADMINISTRATION DIVISION

1. **Zoning Certificates Issued For New Businesses:**

- 17638 Gettysburg Way - KD Contracting - home office for a construction and contracting business, including painting and drywall repair, flooring
- 2 South Cleveland Avenue - The Greens at Hamilton Run - municipal golf course with concession stand, including beer sales

2. **Planning Commission:** The Planning Commission will consider the following at its meeting on August 8:

- Alan and Frances Clingan - Kountry Kitchen (former View Street Diner) - request for time extension on Local Conversion District Overlay
- Tier Designations for the Septic Bill

3. **Historic District Commission:** The HDC meeting scheduled for August 9 was canceled because of quorum issues.

4. **Another Local Conversion District Possibility:** Staff have been approached about a possible application for Local Conversion District overlay for the old Corderman's Hardware store property on West Washington Street. This property has plentiful space for parking and the possibility of subdividing the long rectangular building into multiple tenant spaces. We expect this could come before the Planning Commission this summer.

5. **More WIP Activity:** County and City staff will meet on August 3rd to discuss the requirements for the "Accounting For Growth" aspect of the Watershed Implementation Plan requirements from EPA and MDE. This activity will be collecting data to estimate the nutrient loading for future development to assist with planning on how to ameliorate the impact on the Chesapeake Bay. The "Accounting for Growth" data for each county is due by October 2012.

6. **Community Legacy Application:** It was submitted by the deadline early this week. We expect hearing results of the State review process this fall.

7. **Weekly Activity Report:** July 23-27, 2012

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	5	Residential -	1	Commercial -	3	Other -	1	6
Electrical	11	Residential -	9	Commercial -	2	Other -	0	11
Plumbing	13	Residential -	10	Commercial -	1	Other -	2	13
Mechanical	7	Residential -	5	Commercial -	2	Other -	0	7
Engineering Dept.	7							8
TOTAL	43		25		8		3	45
Est. Value of Issued Building Permit Projects:					Fiscal Year Totals:			
Residential				\$ 20,800.00				\$ 934,340.00
Commercial				\$ 4,000.00				\$ 408,750.00
Apartment				\$ 0.00				\$ 3,750.00
Sign				\$ 43,000.00				\$ 44,574.00
TOTAL				\$ 67,800.00				\$ 1,391,414.00
RENTAL LICENSES								
<u>NUMBER</u>	<u>FACILITIES</u>	<u>UNITS</u>						
Registrations Received	104	331						
New Applications Issued	2	5						
Total Registered Since 6/1/12	2515	7318						
% of Those Invoiced	80.7	85.4						
Notes: The 2012-2013 rental license renewals for 8561 units in 3112 facilities were mailed on June 1, 2012. This represents the percentage of those applications returned as of 7/27/12.								
PAYMENT								
Total Payments Received	\$ 16,550							
Adjustments	\$ 500							
INSPECTIONS								
<u>TYPE</u>	<u>NUMBER CONDUCTED</u>							
Building	49							
Electrical	42							
Plumbing	20							
Mechanical	10							
Safety	12							
Neighborhood Vitality	69							
Quality of Life	2							
Preventive Maintenance	0							
Planning & Zoning	12							
Notes: Please note that exterior inspections of properties registered in the rental licensing program are NOT included in this total.								

INSPECTIONS KEY:	
Categories of Conditions	
Safety	Conditions which are or reasonably present a hazard to occupant or public. <u>Example:</u> No smoke alarms, improper wiring, handrails
Neighborhood Vitality	Conditions which cause or tend to cause diminution to property <u>Example:</u> Weeds, trash, debris, junk vehicles, deterioration of a structure.
Quality of Life	Conditions which negatively impact occupants. <u>Example:</u> Damaged surfaces, damages elements, missing screens
Preventive Maintenance	Conditions which are technical violations and need addressed to prevent deterioration. <u>Example:</u> Mortar deterioration, clogged gutters, minor rotting wood
Planning & Zoning	Conditions which violate Land Management Code requirements (zoning, forest conservation, floodplain, historic district and other requirements) and progress inspections of development projects for site plan compliance. <u>Examples:</u> Uses not permitted in property's zone, construction of new facilities, follow up inspections on open violations.

PARKS & ENGINEERING

1. Sign-up nights for all sports are August 1st, 2nd, and 7th from 6:30-8:30pm at the Parks and Recreation office for the Fall Session. The deadline to enter teams into the Fall Leagues is August 21st.
2. The Thomas the Train ride is joining us at the Railroad Museum in City Park this weekend. Admission is \$1, and we will be open both Saturday (10-4pm) and Sunday (noon-6pm).
3. We are adding Sand Volleyball to the Fall Schedule as well. Matches will play on Tuesdays and Thursdays, starting at 6pm at the Sand Courts in Pangborn Park and Fairgrounds Park.
4. The Coed Kickball Tournament is scheduled for Saturday, August 18th at 10am. It looks like we have at least five teams signed up.
5. There are more One-Day Tournaments coming after Labor Day. Wiffleball, 4v4 Flag Football, Night Golf, Disc Golf and more will be added in the upcoming weeks.
6. The Sunday Night Basketball League will have playoffs this week starting at 5pm. Come out for some intense and high-action basketball!
7. **THE ZOMBIE RUN** is coming. Run our Obstacle Course being chased by Zombies, or do the chasing as a Zombie. You have to finish the race alive to win prizes! Register here <http://www.hagerstownmd.org/forms.aspx?FID=129> to reserve your spot.
8. We've added registration forms to the City of Hagerstown Parks and Recreation website.
9. Make sure you check out our Facebook page for our updates. Go to www.facebook.com/hagerstownparksandrecreation and check out our Photo Galleries, our upcoming events and more!

POLICE DEPARTMENT

1. STATS	Calls for Service:	1,690	CDS Arrest:	5
	Criminal Arrest/Warrants:	25	DUI Arrests:	1
	Moving Violations:	19	Search Warrants Executed:	1
	Safety Repair Orders:	11	Field Interviews:	38
	Warnings:	35	Parking Tickets:	20

2. **REPORTS**

- **07/27/12:** Officer Messenger responded to Friendly's Restaurant, located at Shank Farm Way, for a report of check fraud. The business owner advised that someone had been using his business' checking account routing and account number to make fraudulent checks. The owner also stated that one of the fraudulent checks had been cashed by Byers Stop and Go. The signature on the back of the check was extremely similar to that of one of the Friendly Restaurant employees. The officer will be conducting further investigation.
- **07/28/12:** Officer Plummer was dispatched to the Central Lot in Hagerstown for an assault report. The victim advised that he and his daughter were walking to North Locust Street when two black males came running from North Locust Street. It appeared to him that one male was chasing the other male. The male being chased grabbed onto the victim's shirt causing he and his daughter to fall to the ground. The suspect then ran towards Franklin Street. CRS responded to the scene and treated the victim for his minor injury. A witness stated he saw two black males running; one male had an open blade box cutter. The investigation will continue.

3. **OTHER NEWS/INFORMATION: Officer of the Month - June 2012**

Officer Ron Isaacs has been selected as the Officer of the Month for June. Officer Isaacs has been employed by the City of Hagerstown for approximately five years and is currently assigned to the Uniform Patrol Division's Alpha Platoon. Officer Isaacs was nominated for his alert policing skills and for his vigilance in patrolling his assigned sector. On the morning of June 23, 2012, Officer Isaacs was on patrol when he noticed a suspicious vehicle with a window broken. Upon further inspection, Officer Isaacs discovered drops of blood on the broken glass around the vehicle and on the vehicle itself. Further investigation revealed that Officer Isaacs had discovered the scene of a stabbing which had occurred earlier in the morning. The incident had been reported earlier, but the location was unknown until discovered by Officer Isaacs. The Hagerstown Police Department is proud to have dedicated officers such as Officer Isaacs as one of its own and congratulates him for a job well done.

PUBLIC WORKS

1. **Memorial Boulevard Underpass Costs:** The clearing of the underdrain plus the construction of the manholes is close to completion. The project should be wrapped up by August 10 with Memorial Boulevard open for traffic. WPC and C.W. Hetzer have completed much of the work in cooperation with Public Works. Overall costs will be in the range of \$90,000 to \$100,000. The estimated costs are as follows:

Hetzer	\$25,000
WPC	\$30,000
Public Works	\$25,000
Materials (manholes, pipe, stone)	\$21,000
Pump rentals	\$ 9,000

Payment of most of these costs may be through bond financing. Public Works' labor and equipment will not be part of the bond financing. These costs will be part of the General Fund function of Public Works.

2. **July Call-outs:** Public Works staff reported to four separate, after-hour callouts. The breakdown of issues is as follows:

Traffic Signals – 2 (Prospect & Pennsylvania; Washington & Potomac)
Parking – 2 (A&E Burglary; North Potomac exit card issue)

UTILITIES DEPARTMENT

ELECTRIC DIVISION

1. **Problem Areas.** Recent call-outs included:
- Thur. 7/26 - Interval Road (700 Block)- tree on lines; tree limbs removed from power lines to correct problem. Time Out: 21.3-22.2
 - Fri. 7/27 - Various locations- (reconnections for non-payment). Time Out: 16.6-17.4
 - 360 South Cleveland Avenue- total outage; bird caused transformer fuse to operate, (1) 10T fuse was replaced to restore power. Time Out: 18.1-18.9
 - Sat. 7/28 - North Mulberry Street (600 Block) - total outage; squirrel caused transformer fuse to operate, (1) 6T fuse was replaced to restore power. Time Out: 20.4-21.0
 - Sun. 7/29 - 908 Kenly Avenue- total outage; squirrel caused transformer and line fuses to operate, (1) 10T and (1) 15T fuse replaced to restore power. Time Out: 11.9-13.0
 - Tues. 7/31 - 1237 Salem Avenue- total outage; lightning struck utility pole during storm. Repairs made to existing pole to correct problem and restore power. Time Out: 17.5-19.8
 - 109 Calvert Terrace- total outage; tree branch fell against transformer causing a line fuse and transformer fuse to operate, both fuses were replaced to restore power. Time Out: 3.1-4.1
 - Wed. 8/1 - George Street & Winter Street (Intersection)- wires down; lines were found to belong to Antietam Cable Television. Time Out: 18.0-18.5

2. **Distribution** Recent activity included:
- Metering Department received one high bill complaint this week, upon testing, meter was found to have met all Public Service Commission requirements.
 - Line crews continue annual feeder inspections for Wesel Substation.
 - Line crews continue trimming trees in various residential locations.
 - Line crews performed various service upgrades and meter installations.
 - Continued with pole inspections and re-tagging throughout the City.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
13	0	1	0

3. **Engineering** Staff worked on the following projects:
- The Engineering group drafted a vegetation management informational packet to post on the HLD section of the City website to inform HLD customers of our tree trimming process and requirements. This document will help answer frequent questions we receive from customers involving tree trimming around overhead electrical facilities.
 - The Substation Technician continued his review of substation device settings and operations.
 - Engineering staff reviewed FR clothing orders for line crew and electrical service workers.
4. **Administration:**
- Staff reached out to HPD for assistance with Confined Space Training. We hope to partner with them to enhance our safety procedures for HLD line crews when entering electrical rooms, vaults, and etc.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, July 25, 2012	6.20	0.00
Thursday, July 26, 2012	6.28	0.53
Friday, July 27, 2012	6.25	0.00
Saturday, July 28, 2012	6.05	0.00
Sunday, July 29, 2012	5.93	0.00
Monday, July 30, 2012	6.06	0.00
Tuesday, July 31, 2012	6.11	0.34
Weekly Average/Total	6.12	0.87
Monthly Average/Total	8.28	3.81

Miscellaneous:

- The WWTP continues to operate within its permitted parameters.
- On July 28, 2012 the WWTP lost the #1 filter mud well pump to a moisture fault in the motor. The #1 pump could not keep up so we maxed out the air flow to the filters to reduce the reject flow from the filters. The motor was pulled for repair.
- On Saturday evening at 11:15 p.m. the plant utility water line broke on the top of the hill. We were able to run temporary lines to the In-plant pump seal water and the Bar Screen until repairs could be made.
- On Sunday morning July 29th, Maintenance and collections crews made repairs to the water line and placed it back in service.
- On Monday, July 30th at about 9 p.m. the plant security fence at the back gate was breached. Security video shows the persons involved. HPD was notified and is doing an investigation.

Wastewater Collection System

Activity	Districts	L. F. main	Feet of lateral	# Inspected
CCTV Inspections	11 storm drains	1300		03
Flushing	Storm drains	1,300		
Point Repairs		# of Repairs	Reason	L.F. of Repairs
Lateral Only	5	1	Roots	30

Collection System Maintenance Task

Grinder Pump

- Grinder pump alarm at 603 Fair Meadows Boulevard and 11243 Eastwood Drive. Both grinders had leaks in the back pressure tubes.

Pump Stations

- High wet well alarm at station #15, the soft start failed running pump across line.

Miscellaneous

- Installed new vacuum pump on unit 519.
- Set storm drain vault and bricked influent and effluent pipes at under pass on Memorial Boulevard and at the Frederick Street site continued prep. Work and ordered storm drain vault from C. R. Semler.
- Excavated broken service line for Wastewater Treatment Plant.

- Flushed drain lines for the pellet plant (Synagro).

Administration

Wastewater Division – Customer Call Log Summary 2012							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	0	1	0	0	0	4	5
YTD	34	39	12	6	7	41	139

* Other - consist of calls that maybe directed to other City Departments or the County Department of Water Quality

Engineering:

- Staff attended a development review meeting at the County Planning Office.
- Staff met with a developer regarding a lateral construction issue for a redevelopment project.
- Staff met with a consultant on final approval of a commercial redevelopment site plan.

Wastewater Laboratory:

- The lab received and set up the new Lachat digester. We are setting up programs to meet our digesting needs.
- Process and regulatory testing was routine for the week.

WATER DIVISION

Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
7/25/12	12.54		12.54
7/26/12	12.08		12.08
7/27/12	11.90		11.90
7/28/12	11.77		11.77
7/29/12	11.59		11.59
7/30/12	12.19		12.19
7/31/12	12.05		12.05
Average			12.01

Water Production at RC Willson

Operations

- Completing routine PMs
- Performing tests at the stations
- Lawn care

Maintenance

- R C Willson – Completing routine work orders
- R C Willson – Assisted with the repair west backwash return valve

Instrumentation

- Tanks – Working on electrical and signal upgrades
- R C Willson – Assisted with the repair west backwash return valve

Water Production at Breichner

- The Edgemont Reservoir is currently at -7.5'; the bypass is closed and the hydrant is closed.

Water Distribution

- Distribution crews are working throughout the system performing customer service as needed and are working on the testing and repair of large meters. We have completed our service work on Hamilton Boulevard and installed the last new hydrant. We also installed a new fire line on Washington Street and have completed most of the water line lowering that needed to be done on Woodside Drive for the County storm drain project.

Laboratory

- During the month of July, 93 samples were collected throughout the distribution system and analyzed for microbiological contaminants and other related parameters.
- Process and regulatory testing on the Potomac supply was routine.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Building Permit	6	

- Staff attended a development review meeting at the County Planning Office.
- Staff attended a 90% design progress meeting with consultants for the Willson Water Treatment Plant Phase IV upgrade.
- Staff met with commercial developers staff regarding a water consumption/billing issue.
- Staff met with the Water Division staff for review of numerous projects.

Respectfully submitted,


Bruce Zimmerman
City Administrator