



## City of Hagerstown, Maryland Status & Information Report No. 31 for 2012

August 10, 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 3pm Executive Session 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

- Market Faire/Faire Off The Square:** The Market Faire was held on August 9 from 10 a.m. to 2 p.m. Next month Faire Off The Square will be held August 25 in combination with the Augustoberfest and will benefit the Barbara Ingram School of the Arts.

2. **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.
  
3. **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 on the registrations which is way above what they had last year at this point. In 2011, they had 199 at the beginning of race day and ended up with 343.
  
4. **Fundraising:**
  - The staff is currently working on finishing the fundraising for Augustoberfest and beginning to solicit funds for the 250th Anniversary.
  
  - Fundraising efforts will soon begin for private donations to go toward the George Washington Statue.
  
5. **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.
  
6. **Some of this Week's Headlines and Media Releases**
  - Augustoberfest Celebrates Hagerstown's German Heritage
  
  - Experience a Taste of the Market!
  
  - Runners Rule South End Streets for Krumpe's Donut Alley Rally
  
  - Senator Mikulski Announces COPS Hiring Grant
  
  - Traffic Advisory: Pavement Preservation Work
  
  - Traffic Advisory: Krumpe's Donut Alley Rally
  
  - Traffic Advisory: East Washington Street
  
7. **Multi-Use Center Initiatives:** Staff has compiled four video montages to further public awareness of the multi-use center project. 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.
  
8. **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 p.m. and Saturdays at 12 p.m.
  
  - Watch Citizens Comments about the multi-use center from the April 24<sup>th</sup> meeting on Sundays, Tuesdays and Thursdays at 6 p.m.
  
  - Watch the City Newsroom at the top of every hour. This week's news stories include:
    - Augustoberfest Preview
  
    - Second Woman at HPD Earns Rank of Lieutenant
  
    - "The Tipson Firm" Celebrates Grand Opening

- Public Support for Downtown Multi-Use Center Video Montage #4
- Tips From Patrol - Officer Albowicz
- In production:
  - Progress at the New Antietam Fire Co.
  - Benefits of a Downtown Stadium Location
- Also airing at select times: Korean War Veterans Memorial Groundbreaking Ceremony

9. **Websites:**

- **WE HAVE OVER 1,000 “LIKES” ON FACEBOOK!**
- We're now on YouTube! Subscribe to “CityofHagerstown” for the latest video updates!  
<http://www.youtube.com/user/CityofHagerstown?feature=watch>
- Website analytics highlights for [www.hagerstownmd.org](http://www.hagerstownmd.org) for August 2 - August 8:
- Over 6,000 users visited the site and viewed over 17,500 pages. Almost half of the visitors “bounced” from the home page to another page of the site.
- Top entrances (the first page of our website that users accessed):
  - Home page 4,351 users
  - Jobs page 171 users
  - Media Center 46 users
- Top page views:
  - Homepage 4,494 views
  - Jobs page 819 visits
  - Calendar 261 visits

**PLANNING & CODE ADMINISTRATION DIVISION**

1. **Planning Commission:** The Planning Commission reviewed the following at its meeting on August 8:
  - Alan and Frances Clingan - Kountry Kitchen (former View Street Diner) - granted the applicants' request for a time extension for completing work under the Local Conversion District Overlay for their property until December 31, 2013.
  - 330 East Washington Street - McDonald's - tabled the review of a reconfiguration of the drive-thru order lane so the developer can provide additional information on traffic flow on the site.
  - Tier Designations for the Septic Bill - recommended approval.
2. **2012 Highlight Hagerstown Awards:** The Highlight Hagerstown Awards program recognizes properties that boost the curb side appeal of the City through landscaping and facade improvements. At its August 1<sup>st</sup> meeting, the Hagerstown Beautification Advisory Committee (HBAC) reviewed over 20 residential and commercial properties nominated for the award as well as 14 “Little Heiskell” Adopt-a-Planters in downtown. The HBAC awarded the following properties:
  - Residential - 1042 The Terrace, 725 Sunset Avenue, and 728 West Washington Street
  - Non-Residential - Discovery Station, 100 Summit Avenue
  - Adopt-a-Planter - Frederick Seibert & Associates Inc, Oak Hill Interior Designs, and RBC Wealth Management

The winners of Highlight Hagerstown will be recognized at the August 28<sup>th</sup> Mayor & City Council Meeting.

3. **Weekly Activity Report:** July 30 – August 3, 2012

<b>PERMITS</b>								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>						<u>NUMBER ISSUED</u>	
Building	11	Residential -	9	Commercial -	0	Other -	2	5
Electrical	14	Residential -	9	Commercial -	4	Other -	1	14
Plumbing	10	Residential -	9	Commercial -	1	Other -	0	10
Mechanical	5	Residential -	2	Commercial -	3	Other -	0	5
Engineering Dept.	7							6
<b>TOTAL</b>	47		29		8		3	40
<b>Est. Value of Issued Building Permit Projects:</b>				<b>Fiscal Year Totals:</b>				
Residential				\$ 11,652.00				\$ 945,992.00
Commercial				\$ 10,000.00				\$ 418,750.00
Apartment				\$ 0.00				\$ 3,750.00
Sign				\$ 0.00				\$ 44,574.00
<b>TOTAL</b>				<b>\$ 21,652.00</b>				<b>\$ 1,413,066.00</b>
<b>RENTAL LICENSES</b>								
<u>NUMBER</u>	<u>FACILITIES</u>		<u>UNITS</u>					
Registrations Received	129		341					
New Applications Issued	3		3					
Total Registered Since 6/1/12	2644		7661					
% of Those Invoiced	84.7		89.3					
<b>Notes:</b> 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 8/3/12.								
<b>PAYMENT</b>								
Total Payments Received	\$ 16,480							
Adjustments	\$ 1,650							
<b>INSPECTIONS</b>								
<u>TYPE</u>	<u>NUMBER CONDUCTED</u>							
Building	49							
Electrical	37							
Plumbing	14							
Mechanical	12							
Safety	7							
Neighborhood Vitality	28							
Quality of Life	10							
Preventive Maintenance	2							
Planning & Zoning	6							
<b>Notes:</b> Please note that exterior inspections of properties registered in the rental licensing program are NOT included in this total.								
<b>INSPECTIONS KEY:</b>								
<b>Categories of Conditions</b>								
Safety	Conditions which are or reasonably present a hazard to occupant or public. Example: No smoke alarms, improper wiring, handrails							
Neighborhood Vitality	Conditions which cause or tend to cause diminution to property Example: 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. **Recycle Bank** Initial reports after three months show the program is still growing. Twenty-three percent (23%) of residential units have registered. A total of 963,042 points have been credited and residents have redeemed over \$12,700 in coupon value. A full report will be available by the end of the month.

2. **Community Parks & Playgrounds** We submitted applications with the required backup documentation for the following projects:

City Park Benches, Tables, Grills and Trash Cans	\$40,000
Merry-Go-Rounds for Various Parks	\$26,000
Fairgrounds Park Lighted Tennis Court	\$90,000

CP&P grant awards will not be announced until April, 2013. (CP&P does not require a local match, unlike Program Open Space that requires 10%.)

3. **Greenawalt Park** Work continues on construction of this new park, located at the intersection of East Avenue and Locust Street.

4. **Upcoming Events in City Parks**

- August 12<sup>th</sup> – City Park Band Shell – Hagerstown Municipal Band, 7:30–8:30pm
- August 15<sup>th</sup> – City Park Band Shell – Gospel Concert, 7–9pm
- August 19<sup>th</sup> – City Park Band Shell – Hagerstown Municipal Band, 7:30–8:30pm
- August 22<sup>nd</sup> – City Park Band Shell – Gospel Concert, 7–9pm
- August 25<sup>th</sup> – City Park Band Shell – Saturday in the Park, 5–9pm
- August 25<sup>th</sup> – Fairgrounds Park Stable Area – VW & Bike Show, 8 a.m. – 3 p.m.
- August 26<sup>th</sup> – City Park Band Shell – Hagerstown Municipal Dance Band, 7:30–8:30pm
- August 29<sup>th</sup> – City Park Band Shell – Gospel Concert, 7–9pm

**POLICE DEPARTMENT**

1. <b>STATS</b>	Calls for Service:	1,731	CDS Arrest:	3
	Criminal Arrest/Warrants:	18	DUI Arrests:	1
	Moving Violations:	23	Search Warrants Executed:	0
	Safety Repair Orders:	3	Field Interviews:	42
	Warnings:	86	Parking Tickets:	25

2. **REPORTS**

- **08/03/12:** Officer Lippy responded to 49A Fairgrounds Avenue in reference to a burglary reported. The victims stated that someone had entered their home and took their 40" flat screen television and the box. The victims also stated that they always keep the front door locked, and on the day of the theft, their front door was found unlocked. It was noted that Antietam Cable was at the residence during the approximate time that the burglary could have happened. The officer canvassed the immediate area of Fairgrounds Avenue to see if anyone may have witnessed the suspect entering and leaving with a 40" television. This case was forwarded to the Criminal Investigative Division.
- **08/02/12:** Lt. Kifer was contacted by the victim to report he was robbed a few days earlier. The victim stated he was at his storage garage located on Cramer's Alley when he was assaulted by a tall, black male wearing all black clothing. The victim fell unconscious for a while, and then staggered to the Sheetz Store on Fairground Avenue where they called for an ambulance. He was transported to Meritus Medical Center where he was treated. When he was released from the hospital he realized that his ring and cash had been stolen during the robbery. No further information is available at this time.
- **08/04/12:** Officer Marshall responded to the West End Pub on Nottingham Road for a report of an assault. Both female victims stated they had been assaulted by other females both inside and outside the bar. One victim was transported to Meritus Medical Center where she was treated and released with non-life threatening injuries. The victims were unsure if the suspects left on foot or if they drove away. The Hagerstown Police Department reviewed the bar's video footage and there was a clear photo of the actual suspect. The officer advised the victims he would continue the investigation and keep them current on the progress in locating the suspects. No further information is available at this time.

**PUBLIC WORKS**

1. **Parking Enforcement:** In July, 2011, the Parking System assumed a large portion of the responsibilities for parking enforcement from HPD. Methods of writing and tracking parking citations went from hand written tickets to hi-tech handheld devices provided by Clancy Systems International, Inc. This new hardware has now been in use a full year by our staff and we could not be more pleased. The field devices are easy to use and provide real-time data to the office staff should there be any issues.

**UTILITIES DEPARTMENT**

**ELECTRIC DIVISION**

1. **Problem Areas.** Recent call-outs included:
- Fri. 8/3 - Various locations- (reconnections for non-payment). Time Out: 16.0-16.3
  - Mon. 8/6 - Various locations- (reconnections for non-payment). Time Out: 16.0-16.4
  - Tues. 8/7 - Various locations- (reconnections for non-payment). Time Out: 17.4-18.0
  - 761 Spruce Street- partial outage; lineman replaced bad connectors to correct problem. Time Out: 6.7-8.2
  - Wed. 8/8 - 209 West Irvin Avenue- partial outage; tree on lines, tree branches removed to correct problem and power was restored. Time Out: 17.7-20.0
  - Dual Highway (Venice Hotel) - partial outage; lineman found underground service was bad, temporary repairs were made to restore power until follow up repairs were completed the next business day. Time Out: 20.9-23.1

2. **Distribution** Recent activity included:
- Metering Department received no high bill complaints this week.
  - 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
5	0	0	0

3. **Engineering** Staff worked on the following projects:
- The Engineering group reviewed transformer enclosure installations checking for obstructions and other issues.
  - Transformer Maintenance Services (TMS) of NC provided HLD line employees with a few hours of training involving typical voltage regulators that HLD utilizes on its system.
  - Tagging of underground street lighting circuits and hand-holes continued for entry into HLD's GIS electric model.
  - HLD met with HFD to discuss confined space training for HLD line crews. We will be coordinating with HFD in the near future to get this accomplished. Many thanks to Adam Hopkins for his time.
4. **Administration:**
- Public Works staff received good news from APCO and UTC regarding the City's frequency assignments to move forward with a half-duplex two-way radio system for the VHF high-band narrowbanding upgrade. Staff has been revising the bid specifications to include the assigned frequencies and frequency specific equipment.
  - Staff completed the Ten Year Plan as requested by the Maryland Public Service Commission.

**WASTEWATER DIVISION**

**Wastewater Treatment Plant at Frederick Street**

Date	Flow (mgd)	Rainfall (inches)
Wednesday, August 01, 2012	6.51	0.00
Thursday, August 02, 2012	6.21	0.00
Friday, August 03, 2012	6.01	0.00
Saturday, August 04, 2012	5.76	0.00
Sunday, August 05, 2012	5.90	0.45
Monday, August 06, 2012	6.76	0.00
Tuesday, August 07, 2012	5.88	0.00
Weekly Average/Total	6.15	0.45
Monthly Average/Total	6.15	0.45

**Projects**

- Cummins Power was in to do the bi-yearly servicing on the ENR back-up Generator.
- Pumped down Final #1 for installation of weir covers. Conewago on site and starting the install.

### Miscellaneous

- 08/01/2012: The utility water distribution pipe broke again close to where it was previously repaired. Maintenance was in and made necessary repairs.
- Mud Well pump #1 for filters has been repaired and re-installed.
- Ops. Bldg Waste pumping flow meter was shipped out for repair.

### Wastewater Collection System

Activity	Districts	L. F. main	Feet of lateral	# Inspected
CCTV Inspections	5	550	55	6
Flushing	4	13,316		
Point Repairs		# of Repairs	Reason	L.F. of Repairs
Manholes		3 New	Access to storm drains	44.45

### Collection System Maintenance Task

- Changed mechanical seal filters at stations 6, 8 and 7.
- Pump Impeller at Station 12 dropped down on shaft inside the volute, reinstalled, and put back into service. Note: Station 12 will be decommissioned when the new gravity line from First Data parking lot to Parkway Neuroscience and Spine Institute is constructed.
- Crew installed pipe, fittings and prep work to set storm drain vault at Frederick Street and Memorial Boulevard. Set vault, backfilled, removed trench boxes and installed frame and cover.
- CMG B maintenance on units 595 and 527.
- Back up at 104 Cypress, main was flowing and found no clean out on service lateral, owner to call plumber.
- Larry and Sons Plumbing and Heating reported a back up at 217 Garlinger Avenue, CCTV, owner's problem.
- Back up at Clarendon Street, CCTV roots in service connection, added to point repair list.
- Raising manholes for annual CIP street overlay project.

### Administration

Wastewater Division – Customer Call Log Summary 2012							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	3	0	0	0	1	1	5
YTD	37	39	12	6	8	42	144

\* 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 County engineer regarding sanitary sewer main extension proposed in the Southern Boulevard project.
- Staff met with the City Planning staff to review the tier designations relative to the Septic Bill.
- Staff met with Collections supervision and a Magnolia Court resident regarding access for sewer maintenance.

## Wastewater Laboratory

- The lab collected, tested, and processed over 2,000 regulatory and process analyses from the treatment stream for the month of July.
- The lab received the results back from our DMR-QA performance testing. All the permitted parameters tested in house were found to be "Acceptable".
- The lab is in the process of determining what testing is necessary to establish what caused a foaming incident in the ENR filters on Monday. Testing at present doesn't appear to show any damage to our treatment train.
- 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>
8/1/12	11.98		11.98
8/2/12	12.07		12.07
8/3/12	12.29		12.29
8/4/12	12.36		12.36
8/5/12	11.63		11.63
8/6/12	11.40		11.40
8/7/12	12.20		12.20
Average			11.99

### Water Production at RC Willson

#### - *Operations*

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

#### - *Maintenance*

- R C Willson – Completing routine work orders

#### - *Instrumentation*

- Tanks – Working on electrical and signal upgrades
- Tanks – Working on an erratic chlorine signal at Hellane Tank
- R C Willson – Working with Glessner and Verizon on equipment damaged by the recent thunderstorms
- R C Willson – Replacing damaged components on the potassium permanganate system PLC due to the recent thunderstorms

### 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 started work on S. Prospect St. adjusting meter tiles and completed the work on Woodside Dr. for the County storm drain project.

### Laboratory

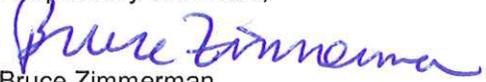
- The lab is collecting quarterly EPA regulated THM/HAA samples.
- Lab personnel attended an MCET course on chloramines.
- Process and regulatory testing on the Potomac supply was routine.

### Engineering

<u>Reviews</u>	<u>City</u>	<u>County</u>
Site Plan		1
Building Permit	11	

- Staff attended a development review meeting at the County Planning Office.

Respectfully submitted,



Bruce Zimmerman  
City Administrator