



City of Hagerstown, Maryland Status & Information Report No. 34 for 2012

August 31, 2012

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

SEPTEMBER 2012						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 HOLIDAY CITY OFFICES CLOSED	4 4pm Work Session 5:30pm Executive Session	5	6 10am-2pm Market Faire @ Central Lot	7 5:30-10pm Wind Down Fridays @ MD Theatre	8
9	10	11 4pm Work Session	12	13 10am-2pm Market Faire @ Central Lot	14 5:30-10pm Wind Down Fridays @ MD Theatre	15
16 11am-2pm 1 st Annual Fairgrounds Auto & Bike Show	17	18 4pm Work Session	19	20	21 5:30-10pm Wind Down Fridays @ MD Theatre	22
23	24	25 7pm Regular Session	26	27	28 5pm Thunder In The Square 5:30-10 pm Wind Down Fridays @ MD Theatre	29 9am – 2 pm Faire Off The Square 10am – 4pm 250 th Anniversary of Hagerstown Celebration @ City Center
30						

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

BUSINESS & COMMUNITY RELATIONS DIVISION

1. **Faire Off The Square/Market Faire:** The Market Faire is continuing every Thursday from 10 AM to 2 PM and Faire Off The Square (a Downtown Alliance event) continues on September 29 with the Community free Clinic benefiting.
2. **Augustoberfest:** The 17th Annual Augustoberfest was held on August 25 and 26, 2012. Approximately 3,600 people attended the event. It was a success by all accounts.
3. **MML Fall Conference:** The City is working on plans for the Maryland Municipal League Fall Conference being held in Hagerstown from October 4 through October 6, 2012.

4. **Grand Opening:** A grand opening is slated for Tuesday, September 4, 2012 for the Chateau La Wren Antiques and Gifts at 20 Public Square.
5. **Thunder in the Square:** We are gearing up for the Thunder in the Square event on Friday, September 28, 2012 from 5-10 PM. This is an antique car show that benefits the Alsatia Club.
6. **250th Anniversary Street Fest:** Staff is gearing up to do a 250th Anniversary Street Fest. This features a today block, yesterday block and a children's tomorrow block. We also have a transportation section for the Hub City and some special performances and ceremonies. The event will occur on September 29 from 10 AM to 4 PM.
7. **Harvest Hoedown:** Staff is planning for the Harvest Hoedown which will occur on October 13, 2012 from 1 PM to 4 PM at Fairground Park.
8. **Spooky Sprint:** Staff met with the Alsatia Club and Washington County Recreation Department on the Spooky Sprint event which will be held on Saturday, Oct. 27 at 5 PM before the Alsatia Parade.
9. **Volunteers:** Volunteers are signing up for the 250th Event on Sept. 29th and Thunder in the Square.
10. **City Market:** Grandparents Day at City Farmers Market on Saturday, September 8, 2012. Come celebrate the special meaning of Grandparents and enter a drawing to win a basket full of goodies donated by the vendors!
11. **Some of this Week's Headlines and Media Releases:**
 - Highlight Hagerstown Award Winners Honored
 - Antique and Gifts Shop to Celebrate Grand Opening
 - Traffic Advisory: Antietam Street
 - Traffic Advisory: Park Circle
12. **Multi-Use Center Initiatives:**
 - Two video ads will be airing at Leitersburg Cinemas from September - November to promote public awareness of the multi-use center project.
 - The Herald-Mail will include a "tab-on" sticker on the front of the newspaper on Sunday, September 9th to direct readers to public information outlets.
 - Staff is working with the Downtown Alliance's Ambassador Committee to promote public awareness of the project.
13. **Channel 25:**
Watch the City Newsroom at the top of every hour. This week's news stories include:
 - Chateau La Wren Grand Opening
 - Augustoberfest Wrap-up
 - 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 Flanagan

In production:

 - City of Hagerstown Honors Forget Me Not Month
 - Progress at the New Antietam Fire Co.
 - Benefits of a Downtown Stadium Location

- Also airing at select times: Senator Mikulski Announces COPS Grant to Hire Veteran Officers.

14. **Websites:**

- 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 for August 24 - August 30:
 - Almost 4,000 users visited the site and viewed 10,523 pages. About 33% 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 3,306 users
 - Jobs page 354 users
 - CivicAlerts page 54 users
- Top page views:
 - Homepage 3,422 views
 - Jobs page 358 visits
 - CivicAlerts page 211 visits

PLANNING & CODE ADMINISTRATION DIVISION

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

- 201 Prospect Avenue - Harley Auto Group, LLC - office for wholesale auto trade (vehicles will be stored at auction sites)
- 607 West Washington Street - used furniture store
- KFC - 330 Dual Highway - quick-service fast food restaurant (change in ownership)
- KFC - 17700 Garland Groh Boulevard - quick-service fast food restaurant (change in ownership)
- 1437 Salem Avenue - Jeffrey N. South, t/a Woodpoint Grill - restaurant
- 17636 Garland Groh Boulevard - Spirit of Halloween, LLC - retail Halloween costumes and gifts (September through October, 2012)
- 12833 Little Elliott Drive, #2 - A & C Kitchen Maintenance, LLC - home work station for a commercial kitchen equipment repair business

2. **New Development Cases:**

- Both Sides of Terps Boulevard - The Reserve at Collegiate Acres - concept plan for three separate apartment developments on non-contiguous lots (272 total units)
- South Side Dynasty Drive - Light Business Park (Lot 20) - final plat for Kiwanis Park

3. **Historic District Commission:** The following cases were reviewed by at the next HDC meeting on Thursday, August 23:

- 50 West Washington Street - University Plaza - approved a shade canopy to the rear of the site.
- 28 South Potomac Street - E. Jay Zuspan, III - approved a projecting sign, window graphics, and a sign grant
- 101-105 South Prospect Street - St. John's Episcopal Church - approved an application to replace steps and sidewalk repair at the Parish House; and the addition of a directional sign

- 6-14 South Potomac Street - Faith Chapel - approved a request to replace a fire escape in the rear with either pressure-treated or composite material.
4. **Planning Commission:** The following items were discussed at the PC meeting on Wednesday, August 29:
- Approved a revised site plan for McDonald's at 330 East Washington Street to add dual ordering lanes.
 - Approved a final plat at 405 Northern Avenue - City of Hagerstown/Morris Frock Post 42 American Legion to combine numerous lots owned by the American Legion and to consolidate abandoned street right-of-way.
 - Approved a minor site plan for Mills Park on Northern Avenue for walking trails.
 - Heard an informational presentation by Jill Estavillo, Economic Development Director, on the proposed Multi-Use Sports and Event Center.
 - Made no comment on proposed Washington County zoning text amendments that would add new uses to rural zoning districts, including banquet/reception facilities, conference centers, farm breweries, commercial breweries, farm wineries, and commercial wineries.
 - Made no comment on Washington County's proposed amendment that would raise the number of permitted lots in a minor subdivision from 5 to 7 lots. The commission also agreed to schedule a public review meeting as soon as possible on revising the City's minor subdivision definition to match the county's proposal.
5. **Plan Review, Permitting and Inspections:** Various City Planning and Code Administration (PCAD) staff attended the County's meeting on August 24th to gain input from the development community on how to improve the County's plan review, permitting, and inspections operations. In the midst of the criticisms of the County processes, many favorable comments were made about the City's plan review process by the engineering community. PCAD staff are going to review the comments raised at the County's meeting and see whether any of the identified problem areas are pertinent to our development process and whether any revisions to our process seem warranted or desirable. City contact with the development community is planned for late September as we explain the new Land Management Code and application checklists. We anticipate we'll hear from the engineering community at that time if they desire any adjustments to our plan review processes. We also are planning some one-on-one meetings with developers and builders to gain their feedback on our permitting and inspections processes.
6. **Code Administration Weekly Activity Report:** August 20–24, 2012

PERMITS								
TYPE	NUMBER OF NEW APPLICATIONS							NUMBER ISSUED
Building	12	Residential -	4	Commercial -	6	Other -	2	5
Electrical	12	Residential -	7	Commercial -	5	Other -	0	13
Plumbing	7	Residential -	6	Commercial -	1	Other -	0	7
Mechanical	6	Residential -	6	Commercial -	0	Other -	0	6
Engineering Dept.	4							4
TOTAL	41		23		12		2	35
Est. Value of Issued Building Permit Projects:					Fiscal Year Totals:			
Residential				\$ 43,374.00				\$ 1,372,894.00
Commercial				\$ 108,000.00				\$ 974,850.00
Apartment				\$ 35,000.00				\$ 38,750.00
Sign				\$ 4,578.00				\$ 50,872.00
TOTAL				\$ 190,952.00				\$ 2,437,366.00

Repair wall and rubber roof at 40 West Memorial Boulevard - \$56,000		
Renovations to existing 3 rd and 4 th floor apartments at 255 South Potomac Street - \$35,000		
Construct foundations for pole bases for field lights at 420 North Mulberry Street - \$38,000		
Install 16 ft. x 32 ft. in-ground pool at 1237 Crescent Road - \$43,374		
RENTAL LICENSES		
<u>NUMBER</u>	<u>FACILITIES</u>	<u>UNITS</u>
Registrations Received	32	47
New Applications Issued	1	1
Total Registered Since 6/1/12	2806	7994
% of Those Invoiced	89.6	93.1
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 8/24/12.		
<u>PAYMENT</u>		
Total Payments Received	\$ 2,350	
Adjustments	\$ 2,000	
INSPECTIONS		
<u>TYPE</u>	<u>NUMBER CONDUCTED</u>	
Building	35	
Electrical	29	
Plumbing	16	
Mechanical	7	
Safety	3	
Neighborhood Vitality	132	
Quality of Life	0	
Preventive Maintenance	2	
Planning & Zoning	6	
Notes: Please note that exterior inspections of properties registered in the rental licensing program are NOT included in this total.		
INSPECTIONS KEY:		
<u>Categories of Conditions</u>		
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. **Greens at Hamilton Run.** The "Liquor Board" approved our request to serve beer at the golf course. We hope to have staff trained and all things in place to offer beer in late September.
2. **Recycling Rebates.** Based on the contract, when recycling tonnage goes over 105 tons in a month, the contractor must reimburse the City \$10 per ton over the 105 tons. Waste Management sent us a reimbursement check in the amount of \$2,128.10 for June and July.
3. **Fall Construction Schedule.** Upcoming projects include:
 - Park Circle Pedestrian Islands - work will start Tuesday, September 4th and last about two weeks.
 - South Prospect Street – Work will begin the week of September 10th.
 - Pavement Preservation – Project will generally wrap up next week with paving of Walnut Street, Marshall Street, Wilson Boulevard overpass, and Hamilton Boulevard.
4. **Greenawalt Park.** Laying the brick wall continues. We poured the concrete for the resident's sidewalks and are now in the process of reinstalling the neighbors' fence (we had to remove the fence to give us access to construct the wall). The modular play equipment has been received; we will install it in a few weeks.
5. **Upcoming Events in City Parks**
 - September 9th – Fairgrounds Park South – Girl Scouts Open Enrollment, 2–6 p.m.
 - September 15th – City Park Band Shell – U2 Christ Concert, 3–7 p.m.
 - September 16th – City Park Band Shell – Arts in the Park: The Magic Flute, 3–6 p.m.
 - September 16th – Fairgrounds Park North – Hispanic Festival, Noon–6 p.m.
 - September 22nd – City Park Band Shell – Family Friendly Music, 2–9 p.m.
 - September 22nd – Fairgrounds Park – Convoy of Hope, 9 a.m. – 4 p.m.
 - September 2nd – University Plaza – Book Festival, Noon–5 p.m.

POLICE DEPARTMENT

1. <u>STATS</u>	Calls for Service:	1,658	CDS Arrest:	12
	Criminal Arrest/Warrants:	27	DUI Arrests:	2
	Moving Violations:	23	Search Warrants Executed:	0
	Safety Repair Orders:	6	Field Interviews:	23
	Warnings:	58	Parking Tickets:	27

2. REPORTS:

- **08/23/12:** At approximately 11 a.m., a white male entered the Boost Mobile store at 1201 Dual Highway brandishing a can of pepper spray and demanding money. The employee then made a motion to duck behind the counter at which point the suspect sprayed pepper spray at the employee and fled. Witnesses were able to get a good description of the suspect and his vehicle as he fled.

Through the course of the investigation Hagerstown police detectives, assisted by Washington County deputies, were able to identify suspect. The suspect was arrested at Rocky's Pizza, 11351 Robinwood Drive, at approximately 2:30 p.m. on 8/23/12.

No one was injured during the attempted robbery.

- **08/27/12:** Officer Hoffner was dispatched to 224 West Washington Street, St. Mary's Church and school, for a male lying on the steps of the church. The officer advised the male that he was trespassing and needed to move. The male left the steps and walked south bound on Walnut Street, only to stop again. He swayed as he walked and it was clear he was intoxicated. He was warned again to keep moving. He did not comply and was placed into custody for fail to obey a lawful order.

- **08/29/12:** Officer Filges responded to Maryland Metals, 304 Church Street, for a reported burglary. The employee in charge of Metal Metals advised that on 08/28/12 the last truck backed into the loading dock full and all employees left for the evening. When arriving at work the next day he noticed that miscellaneous aluminum to be missing from the truck. Apparently, the suspect gained access through a hole in the fence on the east side of the property. This is the third time in the last several months this kind of incident has occurred. No further information is available at this time.

PUBLIC WORKS

1. **Augustoberfest Follow Up:** This year's program was a huge success. It was the largest attendance ever for this program (over 2,500 people on Saturday alone!). Events such as this could not happen without a lot of cooperation between the City, private individuals and corporate sponsorships. Thanks to all who made this event a success!
2. **FEMA Grant:** Representatives from the Maryland Emergency Management Agency (MEMA) presented a Memorandum of Agreement (MOA) for a hazard mitigation grant that will come through the Federal Emergency Management Agency (FEMA). The application for the grant was forwarded in early 2011 and will provide funds to install a flood warning system at the Memorial Boulevard. While the underdrain has been cleared and opened, heavy rains, such as in the past few weeks, still overwhelm the system and temporarily flood the street. The funding amount is \$14,625 with the remainder of the project to be matched with in-kind services for Public Works' labor and equipment. The grant allows for the work to be completed by June 20, 2015.
3. **United Way Day of Caring:** Staff is making preparations to participate once again in the United Way Day of Caring scheduled for Wednesday, October 10th. City staff members have generously provided labor and material to multiple residents and non-profit businesses over the years to clean up properties, make repairs and paint during this one day event. Please plan on adding your skills to this event. Look for a future invite to be part of a City team and the United Way.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

1. **Problem Areas.** Recent call-outs included:
 - Wed. 8/22 - Various locations- Street light patrol in preparation for Augustoberfest festivities. Time Out: 20.0-22.0
 - Fri. 8/24 - 315 South Cannon Avenue- tree on line; tree was found to be on Signal Dept. facilities and they were contacted to remove tree from lines. Time Out: 16.5-17.2
 - Various locations- (reconnections for non-payment). Time Out: 16.0-16.7
 - Various locations- (reconnections for non-payment). Time Out: 17.5-18.2
 - Sun. 8/26 - City Central Parking Lot- removal of arch at the conclusion of Augustoberfest festivities. Time Out: 17.6-18.6
 - 916 Kuhn Avenue- lines arcing; vines were tangled in service wires causing power lines to arc. Vines were removed to correct problem and customer informed an electrician was needed to replace the service entrance cable. Time Out: 23.1-0.2
 - Mon. 8/27 - 1111 Salem Avenue- lines arcing; tree limbs had rubbed insulation off triplex causing arcing, triplex was replaced to correct problem. Time Out: 20.5-21.5

2. **Distribution** Recent activity included:
- Metering Department received seven high bill complaints this week; upon testing, meters were found to have met all Public Service Commission requirements.
 - Line crews have started annual feeder inspections for Wesel Substation.
 - Line crews continue trimming trees in various residential locations.
 - Line crews have been assisting the Engineering Department with re-vamping and other maintenance related to the Carroll Heights project.
 - 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
8	2	5	0

3. **Engineering** Staff worked on the following projects:
- Engineering reviewed multiple requests for service upgrades and new installations.
 - Engineering staff reviewed power quality results from a residential service. Improvements to the customer's and HLD's service equipment will be made to correct the problems.
 - Staff attended educational training regarding Arc Resistant clothing for electrical workers.
 - Tagging of underground street-lighting circuits and hand-holes continued for entry into HLD's GIS electric model.
4. **Administration:**
- HLD staff formulated our responses and responded to "Data Request No. 2 of the Staff of the Public Service Commission of Maryland Regarding Deposit Regulations".

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, August 22, 2012	7.05	0.00
Thursday, August 23, 2012	6.80	0.00
Friday, August 24, 2012	7.43	0.60
Saturday, August 25, 2012	7.12	0.00
Sunday, August 26, 2012	7.97	0.00
Monday, August 27, 2012	7.69	0.00
Tuesday, August 28, 2012	7.27	0.03
Weekly Average/Total	7.33	0.63
Monthly Average/Total	6.81	5.10

Projects:

- Conewago was on site to look at Final #1 cover problems.

Miscellaneous:

- Maintenance installed the repaired WAS flow meter in the Operations Building. Unit is now back in service.

Wastewater Collection System

Activity	Districts	L. F. main	Feet of lateral	# Inspected
CCTV Inspections	9, 12	4,809	0	0
Flushing	5, 6, 9, 22	4,318		
Point Repairs		# of Repairs	Reason	L.F. of Repairs
Main Line Only	5	1	Roots	10
Low psi force main	50	1	Broken	1

Collection System Maintenance Tasks

- Checked roadway patches at Westwood, Park Road, and East Irvin Avenue.
- Went to Valley Quarries for cold patch.
- Replaced 10' of main in reach 0502105023 for root ball 90%.
- Dug out and paved 12' x 8' patch at WWTP also did small patches at keypad back gate and collections building.
- Cut weeds and cleaned debris from east side of collections building.
- Replaced lateral at 938 View Street for roots in wye.
- Repaired lateral at 20 South Prospect Street service connections, directional drilling by contractor damaged lateral.
- Chlorinated wet wells and dropped DC 2000 BIO-BAGS in manholes to control FOG.
- Replaced pumps, discharge assembly, and check valve at 11046 and 11106 Eastwood Drive.
- Replaced missing siding on station # 15 North gable.
- Removed tree in median at 224 East Irvin Avenue.
- Finished replacing lateral at 224 East Irvin Avenue.
- Top soiled seeded and strawed at 11046 Eastwood Drive, 224 and 228 East Magnolia.
- Epoxy coated manhole benches in manholes 12009 and 12010.
- Cleared easement along railroad tracks off Pope Avenue to access manhole 12040 to repair leaks.
- Hauled 26 lengths of pipe from the storage building at light department to the collections pole barn.

Administration

Wastewater Division – Customer Call Log Summary 2012							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	2	2	1	1	0	2	8
YTD	40	42	13	7	8	47	157

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

Engineering:

- Staff attended a GIS Committee meeting at City Engineering.
- Staff attended a development review meeting at the County Planning Office.

- Staff met with a County Public Works engineer, consultants and the Distribution Division Superintendent to discuss final revisions for the Southern Boulevard project.

Wastewater Laboratory:

- The lab received a new analytical balance to replace the faltering old one.
- 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>
8/22/12	11.90		11.90
8/23/12	11.81		11.81
8/24/12	11.86		11.86
8/25/12	11.44		11.44
8/26/12	11.33		11.33
8/27/12	11.86		11.86
8/28/12	11.74		11.74
Average			11.70

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 – Running new potassium permanganate feed lines
- *Instrumentation*
 - Tanks – Continue the upgrade to the communications between Orchard Hills tank and P.S. #3
 - Breichner – Installing conduit for the new phone system

Water Production at Breichner

- The Edgemont Reservoir is currently at -7.6'; the bypass is cracked open 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. Work is ongoing on South Prospect Street and we are working on meter exchanges throughout the system. We also are working on valve boxes for the City overlay and we repaired a hydrant on Mulberry Street and are replacing a hydrant on High Street.

Laboratory

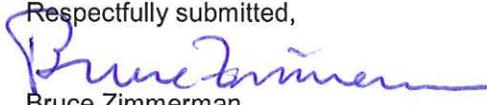
- Quotes have been acquired from three USEPA approved labs for USEPA's UCMR3, one year, quarterly testing of 21 new unregulated contaminants. The lowest bid was from Analytical Laboratory Services. Testing will begin the third quarter of 2013.
- Process and regulatory testing on the Potomac supply was routine.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plan		3
Simplified Plat		
Preliminary Plat	2	
Final Plat		1
Grading Plan		1
Building Permit	13	1

- Staff attended a GIS Committee meeting at City Engineering.
- Staff attended a development review meeting at the County Planning Office.

Respectfully submitted,



Bruce Zimmerman
City Administrator