



City of Hagerstown, Maryland Status & Information Report No. 36 for 2012

September 14, 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 Executive Session 5:30 pm Work Session 7pm Remembrance in the Park	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 6pm 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. **Market Faire Ends For The Season:** The last Market Faire for the season was held on Thursday, September 13 from 10 AM to 2 PM.
2. **Faire off the Square:**
 - Faire off the Square continues on September 29 with the Community free Clinic benefiting. The Faire off the Square will be held from 9 AM to 4 PM to be held in conjunction with the 250th Anniversary Event.

- The last Faire off the Square is slated for Saturday, October 27 from 9 AM to 2 PM and it will benefit Easter Seals Adult Day Services and Otterbein United Methodist Church.
 - The Downtown Alliance is working on a special Faire off the Square to be held the night of the Tree Lighting in Public Square.
3. **Judges and MC Announced for Thunder in the Square:** Thunder in the Square event will be held on Friday, September 28, 2012 from 5 PM to 10 PM. This is an antique car show that benefits the Alsatia Club. Judges are Kelly Wright of Fox News, Miss Maryland Joanna Guy, Mayor Robert E. Bruchey II and Washington County Commissioner Bill McKinley; and at the Master of Ceremonies is Lou Scally.
 4. **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. The Hagerstown Choral Arts Society and Miss Maryland will perform at opening ceremonies. Visit www.hagerstown250.com for more information.
 5. **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. We are having an information table, sponsoring the welcoming reception, providing a speaker for the Friday luncheon and providing entertainment for the welcoming reception and the Friday night dinner.
 6. **60th Anniversary of our Sister City:** Visitors from Wesel, Germany will be coming to Hagerstown in October to commemorate our 60 years of friendship. The visitors include the Mayor and four City Councilmembers of Wesel. Plans are being finalized.
 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, October 27 at 5 PM before the Alsatia Parade.
 9. **Volunteers:** Volunteers are signing up for the 250th Event on September 29th and Harvest Hoedown.
 10. **City Market:** Lou Scally will be live at City Market on Saturday, September 15, 2012.
 11. **Some of this Week's Headlines and Media Releases:**
 - Thunder in the Square Roaring Into City Center
 - Tour of Municipal Stadium Open to Public
 - The Greens: We Want to Host Your Golf Tournament!
 - Traffic Advisory: Antietam Street
 12. **Channel 25:**
 - Staff is producing several informational videos over the next two weeks to promote awareness of the Multi-Use Center project, including:
 - ▶ Why was a downtown location chosen as a site for the MUSEC?
 - ▶ How can the MUSEC investment leverage other investment in the surrounding area?
 - ▶ What do downtown business owners think about the project?
 - Watch the City Newsroom at the top of every hour. This week's news stories include:
 - ▶ Honor Disabled Veterans Through Forget-Me-Not Drive
 - ▶ Chateau La Wren Celebrates Grand Opening on Public Square

- ▶ Augustoberfest Wrap-Up
- ▶ Tips From Patrol - Officer Flanagan
- In production:
 - ▶ Thunder in the Square Preview
 - ▶ 250th Anniversary Celebration Preview
 - ▶ 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

13. **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 September 6 - September 12:
 - ▶ Over 4,700 users visited the site and viewed over 12,500 pages, averaging two to three page views each visit.
 - ▶ Top entrances (the first page of our website that users accessed):
 - Home page 3,859 users
 - Jobs page 412 users
 - CivicAlerts 42 users
 - ▶ Top page views:
 - Homepage 4,016 visits
 - Calendar 594 visits
 - Jobs page 417 visits

PLANNING & CODE ADMINISTRATION DIVISION

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

- 66 East Franklin Street - Vince's Pizza Quick - pizzeria.
- 20B East Washington Street - East Coast Positronics, Inc. - computer repair and service.
- 20B East Washington Street - His & Hers Treasures - gift shop and thrift shop.
- 45 West Baltimore Street - Styles by Stacey - hair salon.

2. **New Development Cases:**

- 23 South Colonial Drive - State Farm Insurance - 900 square-foot office addition.

3. **Planning Commission:** The Planning Commission took the following action at its meeting on September 12:

- Memorial Park - 561 South Potomac Street - approved the site plan for new park.
- 609 Dual Highway - Auto Zone - approved the site plan and final plat for a new auto parts store.

4. **PlanMaryland Place Designations:** Planning staff met with County staff on September 12th to discuss potential place designations for the Medium Range Growth Area. We plan to begin

discussing a proposal for Hagerstown with the Planning Commission on October 10th. The first round of submittals to Maryland Department of Planning for comment is due by the end of the year.

5. **Metropolitan Planning Organization:** The Hagerstown Eastern Panhandle Metropolitan Planning Organization (HEPMPO) will meet in Charlestown, WV, on September 19th.
6. **Weekly Activity Report:** September 3–7, 2012

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	8	Residential -	5	Commercial -	2	Other -	1	6
Electrical	18	Residential -	5	Commercial -	13	Other -	0	18
Plumbing	7	Residential -	6	Commercial -	0	Other -	1	8
Mechanical	7	Residential -	6	Commercial -	1	Other -	0	7
Engineering Dept.	15							16
TOTAL	55		22		16		2	55
Est. Value of Issued Building Permit Projects:					Fiscal Year Totals:			
Residential	\$ 45,000.00				\$ 1,384,894.00			
Commercial	\$ 1,402,500.00				\$ 2,449,850.00			
Apartment	\$ 0.00				\$ 38,750.00			
Sign	\$ 0.00				\$ 51,210.00			
TOTAL	\$ 1,447,500.00				\$ 3,975,778.00			
Renovations to structure due to fire damage at 1044 Georgia Avenue - \$45,000								
Renovation to Skilled Nursing structure at 1183 Luther Drive - \$1,400,000								
RENTAL LICENSES								
<u>NUMBER</u>	<u>FACILITIES</u>			<u>UNITS</u>				
Registrations Received	16			31				
New Applications Issued	1			1				
Total Registered Since 6/1/12	2841			8075				
% of Those Invoiced	90.6			94.0				
Notes: The 2012-2013 rental license renewals for 8,561 units in 3,112 facilities were mailed on June 1, 2012. This represents the percentage of those applications returned as of 9/7/12.								
PAYMENT								
Total Payments Received	\$ 1,550							
Adjustments	\$ 200							

INSPECTIONS	
TYPE	NUMBER CONDUCTED
Building	41
Electrical	31
Plumbing	24
Mechanical	13
Safety	4
Neighborhood Vitality	47
Quality of Life	6
Preventive Maintenance	0
Planning & Zoning	4
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

- Fairgrounds Softball Field Lights** The lights are installed and will be energized next week. The project went smooth, with 12 people from the church softball league and 10 students from Washington County Technical High school helping (their teacher plays in the church league and teaches electric at the school). On Thursday, a crane placed four poles and Ellsworth Electric finished trenching and running conduit.
- Recycling/RecycleBANK** The recycling program is going very well. Since the new program started and totes were delivered, over 84% have participated at least once! In August, 75% participated. We continue to get rebate checks from Waste Management.

3. **Alcohol Sales at Golf Course** We have received our license and all staff is trained. We have posted our policy and we plan to sell beer starting this weekend.
4. **Potterfield Pool** We are still reviewing, but the preliminary data indicates the 2012 total attendance is 20,518. This compares to 22,464 in 2011. Some of the drop is weather related and obviously impacted by the number of days open. However, we plan to meet with the YMCA next week to discuss future operations.
5. **Upcoming Events in City Parks**
 - 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, 12-6 p.m.
 - September 22nd – City Park Band Shell – Concert, 2–9 p.m.
 - September 22nd – Fairgrounds Park – Convoy of Hope, 10 a.m. – 3 p.m.
 - September 2nd – University Plaza – Book Festival Cancelled
 - September 29th – City Park Band shell – Gospel Outreach, 12-6 p.m.
 - October 1st – University Plaza – Domestic Violence Vigil, 4–5 p.m.
 - October 13th – Fairgrounds Park Stable Area – Community Yard Sale, 7 a.m. – 2 p.m.
 - October 1^{3th} – Fairgrounds Park South – Harvest Hoedown, 1–4 p.m.
 - October 14th – Fairgrounds Park South – CROP Walk, 1:30-5 p.m.

POLICE DEPARTMENT

1. **STATS**

Calls for Service:	1,795	CDS Arrest:	2
Criminal Arrest/Warrants:	22	DUI Arrests:	1
Moving Violations:	11	Search Warrants Executed:	0
Safety Repair Orders:	2	Field Interviews:	24
Warnings:	11	Parking Tickets:	13

2. **REPORTS**
 - **09/07/12:** Officers McNew and Helman responded to Central Liquors on West Washington Street for two females panhandling in front of the store. The manager wanted the females removed and the names for a No Trespass Letter to be issued. One of the females became very agitated and refused to cooperate with the officers. She began to attract attention from several citizens. She was arrested for disorderly conduct and transported to Central Booking.
 - **09/08/12:** Officer McKenzie responded to Madison Avenue in regards to a burglary in progress. According to the victim and a witness, two white males entered the residence and displayed weapons. The victim stated she recognized one of the males and she knew where he lived. Officers checked that address but were unsuccessful in locating the suspect. The Criminal Investigations Division was notified and took over the incident.
 - **09/10/12:** Officer Constable responded to the 100 block of North Potomac Street for multiple parking meters that had been damaged with the money taken from inside the meter. City employee, Jason Rogers, stated the meters were not damaged as of Friday, 09/07/12 around 5:30 p.m. Rogers stated that approximately \$5-\$6 were in each meter at the time of the thefts. It should be noted that Rogers advised that parking meters have been broken into for the past two weeks.

PUBLIC WORKS

1. **Parking Meter Theft:** In the previous two weeks, multiple thefts have occurred of parking meter coins. The criminals are either breaking or drilling out the lock to the coin holder and removing the coins. Thefts have occurred along North Potomac Street, South Potomac Street, West Franklin Street, the Antietam Street Lot and Summit Avenue. The thefts have resulted in up to \$1,000 in lost cash plus the destruction of every lock on every meter accessed. An order for 50 replacement locks has been placed at a cost of \$1,300. HPD has been notified of the thefts and is investigating the incidents.

2. **Special Events:** Public Works will be assisting with two upcoming events including Thunder in the Square and Hagerstown's 250th Celebration. Staff will be providing traffic control devices, tents, tables, chairs and stages. Thunder takes place Friday, September 28th followed by the 250th on Saturday, the 29th. Details on the events can be found on the City's web page.
3. **Grant Approval:** The Federal Emergency Management Agency (FEMA), through the Maryland Emergency Management Agency (MEMA), has awarded the city a hazard mitigation grant in the amount of \$14,625. The money will be used to install a warning system to drivers that Memorial Boulevard may be flooded. The warning system includes lights activated by high water through float switch. The grant also allows money to install gates to physically close the street. The work must be complete by June 2015.

The recent work on the underdrain along Memorial Boulevard has mitigated a large portion of the flooding but not eliminated it entirely. Intense rains of rates of 1" per hour or more still overwhelm the system. Therefore, the gates and warning lights are still a necessity.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

1. **Problem Areas.** Recent call-outs included:
 - Thur. 9/6 - Various locations- (reconnections for non-payment). Time Out: 16.5-17.0
 - Fri. 9/7 - Various locations- (reconnections for non-payment). Time Out: 16.0-16.3
 - Sat. 9/8 - Various locations- Storm damage; lineworker made several repairs to downed lines, blown fuses, and removed numerous tree limbs from service wires to restore power. Time Out: 12.9-14.5
 - Zayre Substation, Feeder #4- total outage; tree limb caused overhead cable to short. Limbs were removed to correct problem and restore power. Time Out: 16.2-17.2
 - Area of, King Street- blinking lights; tree limbs were burning in overhead cable. Limbs were removed to correct problem. Time Out: 21.1-22.1
 - Sun. 9/9 - 438 Summit Avenue- lines down; tree branch fell on service wires pulling them loose from the residence. Service re-attached to correct problem. Time Out: 13.7-15.0
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 of Hagerstown.
 - We would like to welcome Lineworker Jeffrey Kriner to the HLD staff.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
14	0	1	0

3. **Engineering** Staff worked on the following projects:
 - Engineering reviewed multiple requests for service upgrades and new installations.

- The annual order for Fire Retardant clothing has been prepared for order.
- One of our recently acquired overhead distribution transformers was found to have a pinhole leak caused by a welding defect. The manufacturer has been contacted for repairs to be made.
- Tagging of underground street-lighting circuits and hand-holes continued for entry into HLD's GIS electric model.

4. **Administration:**

- Staff reviewed wholesale power pricing for dates beyond our consummated contract ending May 31, 2014. We are approaching the date to decide whether to extend our contract further into the out years or to prepare for a RFP process.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, September 5, 2012	5.99	0.00
Thursday, September 6, 2012	5.90	0.00
Friday, September 7, 2012	5.73	0.06
Saturday, September 08, 2012	5.95	0.98
Sunday, September 09, 2012	5.78	0.00
Monday, September 10, 2012	5.70	0.00
Tuesday, September 11, 2012	5.64	0.00
Weekly Average/Total	5.81	1.04
Monthly Average/Total	5.85	1.06

Projects:

- No major projects this week.

Miscellaneous:

- Maintenance investigated a noise from Grit classifier # 1 gear box. Added oil to unit and discovered that the unit is leaking oil from the output shaft seal. Checking into a quote for a replacement unit and/or repair of the faulty unit.
- Maintenance found a broken check valve on Pressurization Pump # 2. Checking pricing on rebuild kits for the check valve.

Wastewater Collection System

Activity	Districts	L. F. main	Feet of lateral	# Inspected
CCTV Inspections	33	2,498		
Flushing	2, 5,10,11,14	8,788		
Point Repairs		# of Repairs	Reason	L.F. of Repairs
Manholes:	9,12	5	I&I	Sealed Bench

Collection System Maintenance Task

- Odor complaint at 1056 Kasinoff Avenue, Salem Avenue and Howell Road, flushed main and chlorinated at station 8 and Howell Road.
- Exercised all emergency generators.
- Replaced control floats at station 9.
- Primed and painted generator at station 19.

- SCADA communications work at station 27.

Collection System Maintenance Task continued:

- Picked up satellite camera from Rausch.
- Inspected in district 5 and cut trees at stations 3, 19 and 23.
- Working on new pump controls & program for station 15.
- Adjusted lead float at station 9.
- Installed Bio-Bags throughout infrastructure to control FOG.
- Raised manholes for the annual street overlay in district 2 and 14.

Administration

Wastewater Division – Customer Call Log Summary 2012							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	0	2	2	0	0	0	4
YTD	41	42	15	7	8	50	165

* 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 the Collections Superintendent regarding details of the sewer extension in the Southern Boulevard project.

Wastewater Laboratory:

- The comparison testing of the ChemScan process unit showed the nitrate levels to be reading lower than the lab's results. The sample cell was cleaned and examined. This corrected the problem and the readings are again in range.
- Gannett Fleming's local limits testing proposal was reviewed and comments submitted.
- 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>
9/06/12	11.60		11.60
9/07/12	11.75		11.75
9/08/12	10.99		10.99
9/09/12	11.00		11.00
9/10/12	11.32		11.32
9/11/12	11.33		11.33
9/12/12	11.44		11.44
Average			11.34

Water Production at RC Willson

- *Operations*
 - Completing routine PMs.
 - Pulling Trac-vacs

- *Maintenance*

- R C Willson – Performing routine PMs
- R C Willson – Helping instrumentation

- *Instrumentation*

- R C Willson – Working on internet connection for maintenance
- Pump Stations – Working on hypochlorite feed systems at pump stations

Water Production at Breichner

- The Edgemont Reservoir is currently at -7.4'; the bypass and hydrant are 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 installed a new fire & domestic meter on East Antietam Street for the new library.

Laboratory

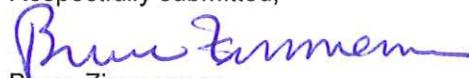
- Monthly THMs were collected at EPA DBP Stage 2 sites.
- Process and regulatory testing on the Potomac supply was routine.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Final Plat	1	
Building Permit	15	1

- Staff attended a development review meeting at the County Planning Office.
- Staff met with representatives of the Antietam Fire Company regarding the original water service at the proposed fire house.

Respectfully submitted,



Bruce Zimmerman
City Administrator