

City of Hagerstown, Maryland

Status & Information Report No. 39 for 2012

October 5, 2012

To Mayor Bruchey and Members of the City Council:

UPCOMING MEETINGS

OCTOBER 2012						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 4pm Work Session	3	4	5	6
7	8	9 4pm Joint Meeting w/County Commissioners 6-9pm Public Meeting @ Clarion Hotel	10	11	12	13 7am-2pm Community Yard Sale @ Fairgrounds Park 1-4pm Harvest Hoedown @ Fairgrounds Park
14	15	16 4pm Work Session	17	18	19	20
21	22	23 7pm Regular Session	24	25	26	27
28	29	30	31 6-8pm City wide Trick-Or-Treat			

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

BUSINESS & COMMUNITY RELATIONS DIVISION
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1. **Faire off the Square:**
 - The next 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 from 4 PM to 8 PM.

2. **Maryland Municipal League Fall Conference:** The City is working on plans for the 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.

3. **Thunder in the Square:** Thunder in the Square Event was held on Friday, September 28, 2012 from 5:00 PM to 10:00 PM. The event was a large success, and we had approximately 325 cars, motorcycles and tractors. Next year's event will be September 27, 2013.

4. **250th Anniversary Street Fest:** The 250th Anniversary Street Fest was held last weekend. This features included a today block, yesterday block and a children's tomorrow block. Also, a transportation section for the Hub City and some special performances and ceremonies were held. The event was a success and had a great crowd.

5. **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.
6. **Harvest Hoedown:** Staff is planning for the Harvest Hoedown which will occur on October 13, 2012 from 1:00 PM to 4:00 PM at Fairgrounds Park.
7. **Volunteers:** Volunteers are signing up for the Harvest Hoedown.
8. **Fundraising:** The City of Hagerstown received a \$3,000 grant from the Washington County Arts Council for the 2013 Western Maryland Blues Fest. They also gave the Augustoberfest Charitable Foundation \$2,000 for the 2013 Augustoberfest Event.
9. **Some of this Week's Headlines and Media Releases:**
 - Advisory: Change in Recycling & Trash Collection
 - SHA Replacing Brick Crosswalks at Intersection of West Franklin, North Potomac
 - "Divided Valor: Hagerstonians in the Civil War" Premieres This Saturday!
10. **Video Blasts - WATCH THIS!**
 - Thunder in the Square & 250th Anniversary Celebration Highlights
 - Progress at the New Antietam Fire Company
 - Harvest Hoedown Preview
11. **Channel 25:**
 - Watch the City Newsroom at the top of every hour. This week's news stories include:
 - ▶ Harvest Hoedown Preview
 - ▶ Progress at the New Antietam Fire Co.
 - ▶ Fresh, Local Ingredients Create Unique Dining at 28 South
 - ▶ Why Downtown? The Role of a Multi-Use Center in Downtown Revitalization
 - ▶ Tips From Patrol - Officer Flanagan
 - In production:
 - ▶ Multi-Use Center Project Grassroots Support
 - Also airing at select times:
 - ▶ Senator Mikulski Announces COPS Grant to Hire Veteran Officers
 - ▶ Public Comments from 9/25 Regular Session
12. **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 27 - October 3:
 - ▶ Over 6,000 users visited the site and viewed over 15,000 pages.
 - Top entrances (the first page of our website that users accessed):
 - Home page 4,790 users
 - Jobs page 701 users
 - Civic Alerts 164 users

- Top page views:
 - Homepage 5,006 visits
 - Calendar 759 visits
 - Jobs page 732 visits

PLANNING & CODE ADMINISTRATION DIVISION

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

- 921 Washington Avenue - Advanced Tower Solutions, LLC - office for a communications tower maintenance and upgrade company
- 1580-C Wesel Boulevard - Hobby Lobby - retail sales of craft items

2. **Planning Commission:** The Planning Commission will consider the following items on Wednesday, October 10:

- Professional Center (former Food Lion) - 246 Eastern Boulevard - Waiver Request for Trash Enclosure Doors
- Hagerstown Ford Temporary Storage Lot - D. M. Bowman
- PlanMaryland - Proposed Place Designations

3. **Historic District Commission:**

- The HDC reviewed the following cases on Thursday, September 27:
 - ▶ One North Potomac Street - Jocelyn's Closet - approved a sign grant request for individual letters in the sign board area.
 - ▶ 924 Hamilton Boulevard - Chelsea Jolliffe - approved application for a vinyl fence in the rear yard.
 - ▶ 328 North Potomac Street - Way Station - approved application for a monument sign in the front yard.
 - ▶ 40 South Potomac Street - RBC Wealth Management - approved application for a wall sign and a projecting sign.
- On October 11, the HDC is scheduled to review the following cases:
 - ▶ 1003 The Terrace - J. Ramsay Farah - enclose front porch
 - ▶ 100 North Potomac Street - Kylee Haddad/K & D Convenience Store - sign and grant
 - ▶ 36 North Jonathan Street - Dean Martin/Sign Here - two wall signs
 - ▶ 1018 Hamilton Boulevard - Courtney Ross, et al - replacement windows
 - ▶ 24 East Antietam Street - Charles Wagaman - front door replacement

4. **Hagerstown 250th:** The HDC staffed an information booth at the Hagerstown 250th Anniversary Street Fair, sharing information about the benefits of historic preservation, recruiting potential applicants for its two vacancies, and handing out City heritage and historic preservation publications to event-goers. Thank you to Vicki Hrabal and Monika Wertman who staffed the booth during the entire event, and Mike Gehr who helped set up in the morning.

5. **Code Administration Weekly Activity Report:** September 24–28, 2012

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	9	Residential -	6	Commercial -	2	Other -	1	7
Electrical	21	Residential -	9	Commercial -	9	Other -	3	20
Plumbing	17	Residential -	9	Commercial -	6	Other -	2	17
Mechanical	12	Residential -	11	Commercial -	1	Other -	0	12
Engineering Dept.	19							24
TOTAL	78		35		18		6	80
Est. Value of Issued Building Permit Projects:				Fiscal Year Totals:				
Residential				\$ 15,175.00				\$ 1,541,787.00
Commercial				\$ 18,010,000.00				\$ 20,875,019.00
Apartment				\$ 0.00				\$ 480,583.00
Sign				\$ 200.00				\$ 85,110.00
TOTAL				\$ 18,025,375.00				\$ 22,982,499.00
Construct new two story Bester Elementary School at 500 South Potomac Street - \$18,000,000 (permit fee waives)								
RENTAL LICENSES								
<u>NUMBER</u>	<u>FACILITIES</u>			<u>UNITS</u>				
Registrations Received	27			162				
New Applications Issued	1			1				
Total Registered Since 6/1/12	2913			8330				
% of Those Invoiced	92.8			96.9				
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 9/28/12.								
PAYMENT								
Total Payments Received	\$ 8,100							
Adjustments	\$ 0							
INSPECTIONS								
<u>TYPE</u>	<u>NUMBER CONDUCTED</u>							
Building	48							
Electrical	37							
Plumbing	21							
Mechanical	14							
Safety	17							
Neighborhood Vitality	103							
Quality of Life	11							
Preventive Maintenance	4							
Planning & Zoning	10							
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. 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. Example: Damaged surfaces, damages elements, missing screens							
Preventive Maintenance	Conditions which are technical violations and need addressed to prevent deterioration. Example: 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.

FIRE DEPARTMENT

1. **10/2/12:**
 - The Hagerstown Fire Department responded to Walnut Towers East, 12 South Walnut Street at 9:03 a.m. after the occupants of an apartment began complaining of difficulty breathing. The occupants of the apartment discharged what they referred to as "bug bombs" to control a bug problem. Firefighters found the occupants discharged three store bought foggers, however failed to follow the instructions and remained in the apartment. The three occupants were treated then transported to the hospital by Community Rescue Service. Firefighters used fans to ventilate the apartment. The problem was contained to a single apartment and no other residents were affected.
 - At approximately 3:12 p.m. the Hagerstown Fire Department was called to assist Community Rescue Service and Hagerstown City Police at 804 Washington Avenue for people sick in the building. On arrival, units found that the building contained Carbon Monoxide (CO) levels that were many times the permitted levels. Three people were transported to the hospital and several others were checked at the scene. Hagerstown Fire Department personnel turned off the gas appliances within the building and ventilated the building until monitoring devices confirmed the odorless and colorless gas was reduced to normal levels. Hagerstown City Fire Marshal's and the City Code Administration continued to investigate the cause of the CO buildup. Units cleared the scene at approximately 5:50 p.m.
2. Since March 5, 2012, Hagerstown City Deputy Fire Marshal John Crist has been attending the Police Academy in Frederick Maryland. On September 28, 2012 John graduated the Frederick City Police Academy completing the Maryland Police Training Commission Entrance Level officer standards.
3. The Hagerstown Fire Department wants to remind everyone that Fire Prevention Week is October 7-13, 2012. City residents should have an escape plan and practice this plan. Hagerstown Firefighters work year round to provide educational programs to City schools, fire safety information to the public and free smoke alarm to City residents.



Residents needing assistance with testing their smoke alarms can call the Hagerstown Fire Department at 301-790-2476 for assistance.

A special thanks to Public Works for the use of their VMS boards being used to display safety messages over the next couple weeks.

PARKS & ENGINEERING

1. **Recycling News**
 - We were asked by the *Maryland Recycling Network* to conduct a webinar on Thursday October 18. The name of the webinar is "Hagerstown's Successful Transition to Dual Stream Recycling".

- Brian Forrester is a part time inspector and works solely on trash and recycling issues. Brian has been delivering flyers to those who recycle but still store there blue containers in the public right of way. We are asking the residents to move the blue totes out of the public view.
- We are working on a public campaign to have more people sign up for *Recyclebank*. Residents will get a flyer in the mail as paid for by *Recyclebank*. For our part, we plan to do utility bill stuffers and a billboard or two over the next month.

2. **Route 40 Sidewalk Grant** We were notified this week that we received our sixth "*MdSHA Retrofit Sidewalk Grant*" over the last 10 years or so. This grant is to install sidewalks at the following locations:

West Franklin Street	Oxford Circle to Nottingham Road	\$125,000
Washington Avenue	Nottingham Road to Bryan Place	\$260,000

Staff will execute the reimbursement letters and the project, which is already designed, will be bid over the next few months for a spring 2013 construction. These construction contracts must be awarded by Council.

3. **Miscellaneous Projects**

- **Park Circle Pedestrian Islands** are complete and the signs installed. The ornamental grass and the daffodil bulbs will be installed next week.
- **Street Trees** - We continue working with residents regarding our Chesapeake Bay Trust tree installation grant. Planting is expected to begin at the end of October
- Bids will be opened on the following projects this week: **Traffic Engineering, Sidewalk Repairs at Street Trees, and Reconstruction of a Portion of Three Alleys.**

4. **Memorial Park** Installation of silt fence is now complete at this new park located across from Bester Elementary School. We began excavating and are still removing concrete off Marsh Run.

5. **Fairgrounds Park** Work continues on installing retaining walls along the backs of the players' benches to help deter erosion (caused by foot traffic and steep grade of the slope).

6. **Upcoming Events in City Parks**

- October 13th – Fairgrounds Park Stable Area – Community Yard Sale, 7 a.m. 2 p.m.
- October 13th – 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:	1,605	CDS Arrest:	3
Criminal Arrest/Warrants:	21	DUI Arrests:	0
Moving Violations:	15	Search Warrants Executed:	2
Safety Repair Orders:	5	Field Interviews:	24
Warnings:	22	Parking Tickets:	17

2. **REPORTS**

- **09/29/12:** Officer R. Dean responded to North Burhans Boulevard for a reported assault. Upon arrival he was unable to locate the victim. After a brief search, he located the victim on West Church Street. The victim advised she was at the Friendly Bar on West Franklin Street and decided to walk to her friend's house on Salem Avenue. While enroute, a male began to yell at her and punched her three times in the face and knocked her to the ground. The male was accompanied by another male and female. They fled the area in the direction of Jonathan Street. No medical treatment was needed. No further information is available at this time.

- **09/27/12:** Officer Isaacs was dispatched to Georgia Avenue for a report of a burglary. The victim stated that an unknown suspect had gained entry to her residence. The officer checked windows and doors for any signs of tampering with negative results. The victim stated some rings were missing from the residence. The officer checked local pawn shops with negative results. The victim stated she would check out-of-town pawn shops for the missing jewelry. No further information is available at this time.
- **10/03/12:** Officer L. Dean responded to Randolph Avenue for a reported assault. CRS was already on the scene assisting the victim. The victim advised he was walking from Sheetz on East Washington Street to Randolph Avenue to visit his mom. Two males jumped him and kicked him several times in the ribs and face. The victim also stated he believed he knew one of the suspects because he went to school with him. The suspects took money from his pocket during the incident. No further information is available at this time.

PUBLIC WORKS

1. **Human Resources Remodel:** Work is scheduled to begin on the remodel of the HR offices located on the first floor of City Hall. Work includes patching, painting, carpeting and the removal of asbestos floor tile. The remodel is more of a face lift than remodel. Work should begin on Monday October 8th. HR staff will temporarily relocate to the first floor conference room and to offices on the second floor.
2. **Sidewalk Work:** Crews continue to replace sidewalks damaged by street trees or other issues. The northwest corner of Wilson and South Potomac Streets is currently being reconstructed. A pipe bollard placed to protect the signal pole was struck by a truck. The dislocated bollard caused damage to the sidewalk. A new handicap ramp meeting current codes will be constructed while replacing the sidewalk. Concrete work for sidewalks and storm drains will continue until cold weather no longer allows proper placement of concrete.
3. **Army Reserve:** The former Army Reserve property on 21 Willard Street is getting some use by multiple city departments. Public Works is using the storage building and motor pool for the storage of chairs, trailers and, later this winter, the storage of street sweepers. Parks & Engineering stores hundreds of garbage totes on site in the main building's gymnasium. The totes will be distributed as residents request them. HPD has used the facility for the training of SWAT tactics and for the training of their K-9 dogs.
4. **Christmas Decorations:** Christmas decorations will begin to be placed after the Mummers Parade on October 27th. Pole wraps of lights, holiday banners and tree lights will go up first throughout the downtown for Hollyfest. City Park silhouettes and the tree on the lake will be next for the park lighting in early December. Sponsorship signs will also be placed along the street light poles in the downtown. These signs come from a fundraising campaign by the Barbara Ingram School for the Arts.

TECHNOLOGY & SUPPORT SERVICES

1. **MULTI-FUNCTION COPIER UNITS:** RFP responses have been received for the replacement of our aging multi-function copier fleet. These units allow for copy/scan/print/fax capabilities and have been online for the past six years. This is a leasing opportunity for the City, and a proposal will be forthcoming to Mayor and Council in October as to the recommended vendor.
2. **HUMAN RESOURCES RELOCATION:** Staff have been helping the Human Resources department in the planning and moving of equipment allowing for their temporary relocation due to office maintenance.
3. **FAIRGROUNDS CELL TOWER REPLACEMENT DISCUSSIONS:** Staff met with a representative from ShenTel on Tuesday to discuss modifications being requested to the flagpole cell tower located at Fairgrounds Park. Ntelos is working with ShenTel to upgrade their cell service from 3G to 4G and pole modifications and/or a pole replacement may be necessary. Details as to the specifics of the project will be forthcoming.

4. **FIRST MONTH OF LOCKBOX OPERATIONS RESULTS:** The department is extremely pleased with the results of our lockbox operation for Utility payments during the month of September. During the month, the lockbox was able to average over 3200 payments per week. The average time from receipt to account posting was two days. This is a sharp decrease in the average time to posting from pre-lockbox days when the average was between 6-8 days. We are also seeing revenue into the utility funds five days sooner than normal which is always good for cash flow.
5. **UTILITY PAST-DUE COLLECTIONS:** Staff met with representatives of our collections attorney's office this week to discuss the 90+ collections effort for utilities. Steps are being taken internally to attempt to collect funds proactively before hitting the 60+ day past due mark, as well as better management and reporting of our accounts receivable past due inventory.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

1. **Problem Areas.** Recent call-outs included:
 - Thur. 9/27 - 561 Papa Court- pole damaged; fiber glass light pole #5 struck in vehicle accident, light removed from the scene until follow up repairs were completed the next business day. Time Out: 0.8-1.6
 - Street Light Patrol (various locations)- Patrolling streetlights lights entering City Center in preparation for the Thunder in the Square festivities and the 250th Anniversary Celebration. Time Out: 19.0-21.5
 - Various locations- (reconnections for non-payment). Time Out: 16.0-16.2
 - Various locations- (reconnections for non-payment). Time Out: 17.7-18.1
 - Sun. 9/30 - 49 Avalon Avenue- total outage; lightning caused transformer fuse to operate, (1) 10T fuse replaced to correct problem and restore power. Time Out: 17.9-18.5
 - Mon. 10/1 - Various locations- (reconnections for non-payment). Time Out: 16.0-16.2
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
40	0	7	0

3. **Engineering** Staff worked on the following projects:
 - Engineering reviewed multiple requests for service upgrades and new installations.
 - Staff developed a plan and installation to mitigate moisture issues within our high-voltage switchgear. Over time, moisture condenses and corrodes the interior of the equipment reducing operating life and reliability.
 - Staff reviewed new distribution line hardware and tools for use by line crews to facilitate the installation and maintenance of HLD's high voltage electric system.

- Staff compiled costs for new safety equipment, per the recommendations of the Safety Committee, to enhance HLD's safety program.

4. **Administration:**

- Staff reviewed and evaluated the results of the 2-way VHF radio bid. There were three total bidders for this equipment. References were checked and recommendations will be made to staff for M&C approval at the end of the month.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, September 26, 2012	5.92	0.03
Thursday, September 27, 2012	6.41	0.33
Friday, September 28, 2012	6.74	1.21
Saturday, September 29, 2012	6.18	0.00
Sunday, September 30, 2012	6.25	0.00
Monday, October 01, 2012	6.13	0.00
Tuesday, October 02, 2012	7.18	0.63
Weekly Average/Total	6.40	2.20
Monthly Average/Total	6.05	4.03

Projects:

- Saturday evening 09/29/2012 a portion, if not all, of the 4" blue flat hose that was lost in the collections system was found tangled in the plants #2 bar screen. There was a small support plate that may have been bent when the bar screen was placed in reverse to remove the hose. This piece was bent back and the unit is ready to be put back in service.

Miscellaneous:

- No major projects this week.

Wastewater Collection System

Activity	Districts	L. F. main	Feet of lateral	# Inspected
CCTV Inspections	5,16	1,214	168	14
Flushing	5, 6,12, 15, 16	8,022		
Point Repairs		# of Repairs	Reason	L.F. of Repairs
Main Line Only:	5	1	Broken Pipe	10.4
Main & Lateral	5	1	Roots	16

Collection System Maintenance Task

- Replaced pump core for Grinder pump at 11325 Eastwood.
- Tristate called about 11314 Eastwood power supply and confirmed behind the canister was the owner's responsibility.
- Check valve failure at station # 4; adjusted limit switches.
- Cleaning at station 2 and 15 for odor complaint, cleaned wet well at station 2, more grease.
- Inspected lateral at Café Del Sol lateral, grease in lateral.
- Station 15, 1 ½" pipe installed in M.H. chimney for floats, ¾" thru wall for float outputs, hung soft start, contactors and terminated wires.
- Exercised generators.

- Downloaded flow meter at Newgate.
- Cleaned impeller at station 17.
- Continued work at 15; ordered new limit switches.

Collection System Maintenance Task continued

- Began cleaning siphon at intersection of Memorial Blvd and Eastern Boulevard. Shoveled about 10 buckets of debris out so far. Need to install additional access ports on vaults at both ends of siphon in order to access with vacuum truck.
- Pulled wires at station 15, and replaced drive contactor at station 4.
- Dropped bags throughout infrastructure to control FOG.
- Call at 810 Dewey, on owner.
- Picked up 526 and 6" pump from CMG.
- Took Unit 528 to CMG for B maintenance.
- Posted Westwood for excavation.
- Inventoried low-pressure fittings.
- Flusher crew flushed 320' on Westwood and vacuumed out manhole

Administration

Wastewater Division – Customer Call Log Summary 2012							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	1	0	0	0	1	1	2
YTD	47	46	17	7	9	53	179

* 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 Code Administration staff regarding streamlining the water permits process.
- Staff met with consultants, owner's representative and demolition contractor to discuss the Phase I demolition plan for M.E.L.P.
- Staff met with the commercial owners representatives for verification of details associated with a water leak.
- Staff attended a Plan Review Committee meeting at City Planning.
- Staff met with the County Department of Plan Review and Permitting, church representatives and the consultant on redesign of a building addition site plan.

Wastewater Laboratory:

- Samples were collected from the plant raw, thickener, and effluent to test the discharge for quarterly metals concentrations. A sample was also collected to test for metals in our laboratory pure water.
- A purchase order was acquired and sent to HACH for the new Lachat equipment for the lab. Also a new computer was purchased by IT for the equipment.
- Process and regulatory testing was routine for the week.

WATER DIVISON

Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
9/27/12	11.92		11.92
9/28/12	11.17		11.17
9/29/12	10.82		10.82
9/30/12	10.96		10.96
10/1/12	11.27		11.27
10/2/12	11.10		11.10
10/3/12	11.13		11.13
Average			11.19

Water Production at RC Willson

- Operations

- Completed routine work orders
- Performed tests at the stations
- Lawn care

- Maintenance

- R C Willson – Completed routine work orders
- Pump Stations – Repaired a chlorine pump at P.S. #6

- Instrumentation

- Pump Stations – Continuing the electrical upgrade at P.S. #2
- Tanks – Continuing upgrades to the communications between Orchard Hills and P.S. #2
- Breichner – Working on a cell phone antenna

Water Production at Breichner

- The Edgemont Reservoir is currently at -4.0'; the bypass is 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 S. Prospect St. and we are working on meter exchanges throughout the system. Crews repaired a leak in Williamsport and are installing new services in Westfield Estates. We are also working on Jefferson Boulevard installing a new mainline valve and hydrant valve.

Laboratory

- Samples were collected from the Willson and Breichner plants for the USEPA required annual metals testing. A sample was also collected to test metals on our laboratory pure water.
- Process and regulatory testing on the Potomac supply was routine.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plan	1	1
Building Permit	15	3

- Staff attended a development review meeting at the County Planning Office.
- Staff met with Code Administration staff regarding streamlining the water permits process.
- Staff met with Water Division staff to discuss projects status and miscellaneous issues.

Respectfully submitted,


Bruce Zimmerman
City Administrator