

City of Hagerstown, Maryland

Status & Information Report No. 40 for 2012

October 12, 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

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 hosted the fall legislative conference which was held in Hagerstown from October 4 through October 6, 2012. The City had an information table, sponsored the welcoming reception, provided a speaker for the Friday luncheon and provided entertainment for the welcoming reception and the Friday Night Dinner. The Hagerstown-Washington County Convention and Visitors underwrote the trolley service to the City Center on Thursday evening. Approximately 80 attendees rode the trolley and dined at City Center restaurants.
3. **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.
4. **Harvest Hoedown:** Staff is planning for the Harvest Hoedown which will occur on Saturday, October 13, 2012 from 1:00 PM to 4:00 PM at Fairgrounds Park.

5. **City Center Ghost Tours:** City staff is taking reservations for the City Center Ghost tours being held on October 26 starting at Potomac Walk outside of Bulls and Bears Restaurant. Individuals can take a hayride tour at 7:00 PM, 8:00 PM and 9:00 PM and a walking tour at 7:00 PM and 8:00 PM. Our 7:00 PM walking tour is already full.
6. **Volunteers:** Volunteers are signing up for the Harvest Hoedown.
7. **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.
8. **Some of this Week's Headlines and Media Releases:**
 - Hagerstown Hauntings: City Center Ghost Tours Offered
 - Harvest Hoedown, Community Yard Sale This Weekend!
 - Multi-Use Center Public Meeting Scheduled for October 9th
 - Revised Traffic Advisory: Antietam Street
 - Advisory: Normal Trash and Recycling Collection for Columbus Day
9. **Video Blasts - WATCH THIS!**
 - Multi-Use Sports and Events Center: Addressing the Location and Cost
 - Harvest Hoedown and Community Yard Sale This Weekend!
10. **Channel 25:**
 - Watch the City Newsroom at the top of every hour. This week's news stories include:
 - ▶ Thunder in the Square/250th Anniversary Wrap-Up
 - ▶ 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
 - Also airing at select times:
 - ▶ Public Information Meeting from 10/9: Monday, Tuesday, Wednesday at 7:00 p.m.; Saturday at noon and 7:00 p.m.
 - ▶ Public Comments from 9/25 Regular Session: Sunday, Monday at 6:00 p.m.
 - ▶ "Valor in the Streets": Friday, Saturday, Sunday at 5:00 p.m.
11. **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 October 4 - October 11:
 - ▶ Over 5,000 users visited the site and viewed over 16,000 pages.
 - ▶ Top entrances (the first page of our website that users accessed):
 - Home page 4,566 users
 - Jobs page 138 users
 - Calendar 52 users

- ▶ Top page views:
 - Homepage 4,746 visits
 - Calendar 769 visits
 - Jobs page 748 visits

PLANNING & CODE ADMINISTRATION DIVISION

1. **Zoning Certificates Issued For New Businesses:**
 - 323 Sunbrook Lane - Ryan Electric, LLC - home work station for an electrical contractor
 - 1304 Pennsylvania Avenue - Coffman Nursing Home - beauty salon for residents
 - 623 Dual Highway - Bich Le Timmons - nail salon

2. **Planning Commission:** The Planning Commission considered the following items on Wednesday, October 10:
 - Professional Center (former Food Lion) - 246 Eastern Boulevard - This waiver request was removed from the agenda since the developer has decided to install the required doors on the trash enclosure.
 - Hagerstown Ford Temporary Storage Lot - The Commission agreed to a 24-month extension of the requirements of the 2002 site plan to pave the gravel lot next to the Bob Evans restaurant on Railway Lane. The requirement was that it be paved if used for vehicle storage for longer than 18 months. The lot has been unused for several years, but Hagerstown Ford would like to come back to the site and again use the lot for vehicle storage for the next nine months due to renovations at their Wesel Boulevard dealership. After that, Bowman has plans to develop the site. After 24 months, Bowman will have to either 1) remove the site fencing and lighting; 2) submit a site plan for development of the site; or 3) return to the Commission for discussion about the status of development plans for the site, requesting further extension.
 - Harrison Tract Minor Use Extension - The Commission expressed willingness to review a site plan prepared by a layperson and not a registered civil engineer for the use of an existing graveled area for the storage of inventory at a farm-and-garden-tractor dealership on Dual Highway, but reserved authority to require a standard plan should it find the plan to be submitted is insufficient.
 - PlanMaryland - Staff reviewed the proposed Place Designations with the commission.

3. **MD/DE APA Planning Conference:** Planning staff will be attending the Maryland/Delaware American Planning Association chapter conference in Columbia, Maryland, on October 18 and 19. The theme this year is "What makes a complete community?" This conference provides an affordable opportunity for Planning staff to gain a large number of the training credits needed to maintain their AICP professional certifications.

4. **Weekly Activity Report:** October 1–5, 2012

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	10	Residential -	4	Commercial -	2	Other -	4	4
Electrical	20	Residential -	10	Commercial -	9	Other -	1	21
Plumbing	10	Residential -	6	Commercial -	4	Other -	0	10
Mechanical	8	Residential -	6	Commercial -	2	Other -	0	8
Engineering Dept.	11							11
TOTAL	59		26		17		5	54

Est. Value of Issued Building Permit Projects:		Fiscal Year Totals:
Residential	\$ 120,539.00	\$ 1,662,325.00
Commercial	\$ 150,000.00	\$ 21,025,019.00
Apartment	\$ 0.00	\$ 480,583.00
Sign	\$ 0.00	\$ 85,110.00
TOTAL	\$ 270,538.00	\$ 23,253,037.00
Combine three spaces for Hobby Lobby at 1580 Wesel Boulevard - \$150,000		
Interior renovations of existing double house at 29 Belview Avenue - \$45,000		
Interior renovations to repair fire damage at 1020 Bramly Drive - \$72,318		
RENTAL LICENSES		
<u>NUMBER</u>	<u>FACILITIES</u>	<u>UNITS</u>
Registrations Received	20	106
New Applications Issued	2	12
Total Registered Since 6/1/12	2913	8152
% of Those Invoiced	92.8	94.8
Notes: The 2012-2013 rental license renewals for 8561units in 3112 facilities were mailed on June 1, 2012. This represents the percentage of those applications returned as of 10/5/12.		
<u>PAYMENT</u>		
Total Payments Received	\$ 5,300	
Adjustments	\$ 350	
INSPECTIONS		
<u>TYPE</u>	<u>NUMBER CONDUCTED</u>	
Building	51	
Electrical	38	
Plumbing	12	
Mechanical	15	
Safety	4	
Neighborhood Vitality	67	
Quality of Life	4	
Preventive Maintenance	1	
Planning & Zoning	3	
Notes: Please note that exterior inspections of properties registered in the rental licensing program are NOT included in this total.		

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

PARKS & ENGINEERING

1. **Day of Caring** The City of Hagerstown had approximately 45 volunteers who worked in City Park and Pangborn Park painting, weeding and cleaning up the area during the United Way's Day of Caring. Staff also picked up some yard waste from some of the residential homes that other volunteers had cleaned up earlier in the day.
2. **Greenwalt Park** Installation of new play equipment has been completed. Mulch has also been delivered and will be spread soon.
3. **Parks** Staff began winterizing some of our parks. Municipal Stadium, Pangborn Park, and the swimming pool have been completed.
4. **Harvest Hoedown** Staff picked up 120 bales of straw, apples, pumpkins, etc. for this event which is being held on Saturday, October 12, 2012 at Fairgrounds Park.
5. **Memorial Park** Staff continues removing the concrete slab over Marsh Run and grading out for new walkways.

POLICE DEPARTMENT

1. STATS

Calls for Service:	1,518	CDS Arrest:	0
Criminal Arrest/Warrants:	26	DUI Arrests:	1
Moving Violations:	13	Search Warrants Executed:	0
Safety Repair Orders:	5	Field Interviews:	42
Warnings:	24	Parking Tickets:	29

2. REPORTS

- **10/08/12:** Officers responded to George Street for a report of a robbery. Upon arrival officers were able to determine that two black males entered the residence and displayed a handgun and demanded cash from the victim. The victim complied with the demand. The two males then fled the residence. No one was injured during the incident. No further information is available at this time.

3. **OTHER NEWS/INFORMATION**

- **Welcome to HPD**

- Officer Stacey Sanders and Officer Kevin Brashears graduated from the Frederick County Police Academy on Friday, September 28, 2012. Both graduates were hired by the Hagerstown Police Department. Officer Stacey Sanders was assigned to the Uniform Patrol Division's Baker Platoon under the command of Lt. Chad Woodring. Officer Kevin Brashears was assigned to the Uniform Patrol Division's Charlie Platoon under the command of Lt. Rebecca Fetchu. Both officers began the Field Training and Evaluation Program on October 1st, the first day with their platoon.
- Officer Marvin "Marty" Weedon joined the Hagerstown Police Department on Monday, October 1, 2012. Early in his police career Marty was an officer with HPD, but left the department to gain experience as a Maryland State Trooper. After retiring from the Maryland State Police, he returned to HPD along with his valuable experience. He was assigned to the Uniform Patrol Division's Alpha Platoon under the command of Lt. Paul Kifer. We are glad to have him back.

- **Congratulations**

- Officer Christopher Barnett was promoted to the rank of Sergeant on Tuesday, October 2, 2012. Sgt. Barnett has been employed with the City of Hagerstown for 10 years and has been assigned to the Uniform Patrol Division's Alpha Platoon under the command of Lt. Paul Kifer. Sgt. Barnett has proved to be a valuable asset to the department. The Hagerstown Police Department wishes the best to each of you.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

1. **Problem Areas.** Recent call-outs included:

- Thur. 10/4 - 1419 Potomac Avenue - reconnect customer after regular work hours. Time Out: 17.0 – 17.4
- 136 North Potomac Street - reconnect customer after regular work hours.
- 342 South Cannon Avenue - complaint of low hanging wires; follow-up repairs to be made 10/5. Time Out: 16.7 – 17.2
- Fri. 10/5 - Various locations- (reconnections for non-payment). Time Out: 16.0 -16.2
- Sat. 10/6 - Sweeney Drive - Line crews worked to replace deteriorated junction cabinets. Time Out: 6.5 – 11.0.
- Mon. 10/8 - 218 West Howard Street - broken pole in alley; Verizon replaced the pole with our assistance, with repairs completed on 10/9. Time Out: 19.5 – 22.9
- Various locations- (reconnections for non-payment). Time Out: 16.0 -16.4
- Various locations- (reconnections for non-payment). Time Out: 18.4 -19.0
- Tues. 10/9 - 631 West Franklin Street - reconnect customer after regular hours. Time Out: 17.0 – 18.0

2. **Distribution** Recent activity included:

- Metering Department received two requests to test meters; upon testing, meters were found to have met all Public Service Commission requirements.
- Line crews continue with 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.
- Line crews assisted the Waste Water Division with repairs to their site lighting.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
19	0	5	0

3. **Engineering** Staff worked on the following projects:

- Engineering reviewed multiple requests for service upgrades and new installations.
- Staff reviewed requirements for operations taking place within State of MD road rights-of-way.
- Staff continued entry of HLD facilities into the GIS model.

4. **Administration:**

- Staff participated in a conference call regarding the Be SMART energy efficiency program. This call was set up to discuss advertizing the availability of this program which is sponsored by the Maryland Department of housing and Community Development. Rebates are available for Residential and Business accounts within the Hagerstown Light Department service territory. www.mdhousing.org/besmart

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, October 03, 2012	6.69	0.00
Thursday, October 04, 2012	6.44	0.02
Friday, October 05, 2012	6.13	0.00
Saturday, October 06, 2012	5.87	0.00
Sunday, October 07, 2012	5.92	0.01
Monday, October 08, 2012	6.13	0.08
Tuesday, October 09, 2012	6.02	0.00
Weekly Average/Total	6.17	0.11
Monthly Average/Total	6.28	0.92

Projects:

- No major projects this week.

Miscellaneous:

- No major maintenance issues this week.

Wastewater Collection System

Activity	Districts	L. F. main	Feet of lateral	# Inspected
CCTV Inspections	5	638	468	20
Flushing	6,7	10,143		
Point Repairs		# of Repairs	Reason	L.F. of Repairs
Main Line Only:	6	1	Roots	4
Lateral Only	5	1	Roots	14

Collection System Maintenance Task

- Cleaned in district 6 and grease line at WWTP plant.
- Removed six more buckets of debris and one big rock from 27 inch gravity siphon on Memorial Boulevard.
- Continued work at pump station 15.
- Cleaning sewer lines in district 6 and trouble spots in district 1 and 4.
- Secured 27" plug to by-pass siphon on Memorial Boulevard for week of 10/15.
- Grinder pump alarm light at 1529 Kensington Drive, replaced pump core.
- Excavated main line on Westwood St and removed root ball which caused blockage last week.
- Excavated lateral at 921 Dewey Avenue for roots in lateral. Replaced 7' of lateral and installed clean out at curb.
- Blockage investigation at 50 Nottingham Road; main ok, no clean out, advised customer to call plumber.
- Inventoried pipe fittings.
- Water leak investigation at 1741 Dual Highway, leak was not going into private pumping station.

Administration

Wastewater Division – Customer Call Log Summary 2012							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	3	0	2	0	0	1	6
YTD	50	46	19	7	9	54	185

* 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 commercial owner's representatives and Collections staff for an onsite test relative to a sewer charge credit.
- Staff attended a manufacturer's pump demonstration at the Collections Division.

Wastewater Laboratory:

- Reagents were changed on the plant ChemScan unit and it was tested to make sure all its functions were within normal range.
- Samples were collected from the Review and Herald to monitor their discharge to our collection system as part of the City's Industrial Pretreatment Program
- 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>
10/04/12	11.42		11.42
10/05/12	11.34		11.34
10/06/12	11.04		11.04
10/07/12	10.80		10.80
10/08/12	11.14		11.14
10/09/12	11.09		11.09
10/10/12	11.16		11.16
Average			11.14

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
- R C Willson – Plant cleanup

- Instrumentation

- R C Willson – Plant cleanup
- 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 -13.0'; 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. Work is ongoing on South Prospect Street and we are working on meter exchanges throughout the system. Crews installed several new valves on Jefferson Boulevard and a new hydrant on Glenside Avenue.

Laboratory

- Monthly THMs were collected at Stage 2 disinfection by-product sampling locations.
- Results were received from the annual metals testing of our water treatment plants. All results were typical and well below USEPA maximum contaminant levels. The results will be submitted to the MDE along with our monthly operating reports the beginning of next month.
- Process and regulatory testing on the Potomac supply was routine.

Engineering

Reviews:

Building Permit 6

- Staff attended a development review meeting at the County Planning Office.
- Staff met with a commercial owner's representatives and Collections staff for an onsite test relative to a sewer charge credit.

Respectfully submitted,


Bruce Zimmerman
City Administrator