

City of Hagerstown, Maryland Status & Information Report No. 45 for 2012

November 30, 2012

To Mayor Gysberts and Members of the City Council:

UPCOMING MEETINGS

DECEMBER 2012						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4 4pm Work Session	5	6	7	8
9	10	11 4pm Work Session	12	13	14	15
16	17	18 7pm Regular Session	19	20	21	22
23	24 HOLIDAY CITY OFFICES CLOSED	25 HOLIDAY CITY OFFICES CLOSED	26	27	28	29
30	31					

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

BUSINESS & COMMUNITY RELATIONS DIVISION

1. **A&E Annual Report:** Staff are finalizing the Arts and Entertainment District Report and will be submitting the report prior to the December 20 due date.
2. **Western Maryland Blues Fest:** An individual has been selected as the 2013 Blues Fest Poster Artist. The artist will be announced soon.
3. **Snow Angels:** Two individuals have sent in their paperwork and have been matched with a snow angel. Our office is working to recruit more volunteers so that when other city residents are in need they can be matched with a snow angel.
4. **Fundraising:** The fundraising campaigns for the 2013 Western Maryland Blues Fest and Augustoberfest have begun. Also, campaigns will begin for a George Washington Monument, Historic Markers and the G.A.R. Monument for Rosehill Cemetery. The G.A.R. Monument is to honor Lyon Post #31; Hagerstown's GAR (Grand Army of the Republic) post of African-American Union veterans
5. **City Park Lighting:** Everyone can take part in the merriment as the Christmas tree and decorations are illuminated on the lake. Refreshments, music and activities will be available at the Hager House, Washington County Museum of Fine Arts and the Mansion House Art Gallery. Hay rides will provide transportation around the park. The new lighted display was sponsored by the Columbia Bank - Hagerstown Trust Division.
6. **City Market:**
 - December 1 - Holiday Faire - Enjoy a variety of gift purchasing opportunities. Visit all of your favorite vendors and check out the holiday-only vendors. Enjoy special giveaways.

- December 8 - Enjoy a day of holiday music while you shop around the Farmers Market. First 75 customers to City Market beginning at 9:00 AM will receive a free Market goodie!
- New vendors have started or starting effective Dec. 1 - Kelly Brunner with Paparazzi - an affordable jewelry hot spot; the West Hagerstown Lions Club - a variety of Christmas knick-knacks and decorations; and Stacey Younkers with Traveling Beauty - a variety of owner created soaps, scrubs and lotions.

7. **This weeks' headlines and media releases:**

- Snow Angels Programs Seeks Volunteers, Eligible City Residents
- Mayor and City Council Swearing-In Ceremony on Monday
- Lights Illuminate City Park Lake on November 30th
- Shop Small and Win City Center Dollars for Small Business Saturday

8. **Channel 25:**

Watch the City Newsroom at the top of every hour. This week's news stories include:

- Hollyfest Wrap-Up and City Center Holiday Greeting
- City Park Lighting Preview
- Sponsor a Lamp Post for BISFA Foundation
- MML Highway User Revenues PSA
- Be SMART Energy Efficiency PSAs
- October 9th Public Forum Video Presentation

Also airing at select times:

- Public Information Meeting from 10/9:
 - Monday, Tuesday, Wednesday at 7:00 PM
 - Saturday at noon and 7:00 PM
- Public Comments from 9/25 Regular Session:
 - Sunday, Monday at 6:00 PM
 - "Divided Valor: Hagerstonians in the Civil War":
 - Daily at 3:00 PM

9. **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 November 23 - November 29:
 - Over 4,500 users visited the site and viewed about 14,500 pages.
- Top entrances (the first page of our website that users accessed):

▶ Home page	3,937 users
▶ Jobs page	191 users
▶ My Account page	82 users
- Top page views:

▶ Homepage	4,115 visits
▶ Jobs page	996 visits
▶ Search	341 visits

PLANNING & CODE ADMINISTRATION DIVISION

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

- 33 East Washington Street - Smart Art Ventures, Inc. - photography studio with sales of tee shirts, mugs, plates, etc.

2. **New Development Cases:**

- Southwest corner of Dual Highway and Tracey's Lane (Parcel A) - simplified plat

3. **Historic District Commission:**

The HDC reviewed three sign applications on November 15. The commission moved to approve signs for Rocky's Pizza at 40 North Potomac Street; the Chamber of

Commerce at 28 West Washington Street; and Capybara, LLC/Edward Jones Investments at 140 South Potomac Street.

4. **Board of Zoning Appeals:** Two appeals were filed for the December 19 BZA hearing:
 - 21 Willard Street - Board of County Commissioners - special exception for a community/senior activities center.
 - 123 West Franklin Street - Washington County Transit - fence variance to allow a 10-foot fence in a mixed-use district.
5. **Community Legacy Awards:** The City of Hagerstown's application this year to the State Community Legacy program was successful. We received a \$100,000 grant for a downtown acquisition/rehab project and a \$50,000 grant for a new downtown Mixed-Use Buildings Facade Program. Briefings on the proposed project and program will be made to the Mayor and City Council in the near future.
6. **Weekly Activity Report:** November 13–21, 2012 (Two shortened work weeks)

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	7	Residential -	5	Commercial -	1	Other -	1	18
Electrical	27	Residential -	11	Commercial -	13	Other -	3	26
Plumbing	20	Residential -	15	Commercial -	5	Other -	0	21
Mechanical	8	Residential -	7	Commercial -	0	Other -	1	8
Engineering Dept.	50							50
TOTAL	112		38		19		5	123
Est. Value of Issued Building Permit Projects:				Fiscal Year Totals:				
Residential				\$ 246,350.00				\$ 3,444,818.00
Commercial				\$ 596,760.00				\$ 21,945,355.00
Apartment				\$ 58,600.00				\$ 1,024,683.00
Sign				\$ 25,150.00				\$ 151,103.00
TOTAL				\$ 926,860.00				\$ 26,566,139.00
Kitchen and other renovations at 231-233 Taylors Avenue - \$35,600 Construct a single family home with garage at 324 Willowbrook Way - \$175,000 Interior renovations to the Hampton Inn at 1716 Dual Highway - \$550,000								
RENTAL LICENSES								
<u>NUMBER</u>	<u>FACILITIES</u>			<u>UNITS</u>				
Registrations Received	16			30				
New Applications Issued	10			13				
Total Registered Since 6/1/12	2947			8206				
% of Those Invoiced	94.2			95.6				
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 11/21/12.								
PAYMENT								
Total Payments Received	\$ 1,500							
Adjustments	\$ 0							

INSPECTIONS	
TYPE	NUMBER CONDUCTED
Building	69
Electrical	48
Plumbing	33
Mechanical	10
Safety	21
Neighborhood Vitality	39
Quality of Life	6
Preventive Maintenance	0
Planning & Zoning	
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. **Parks Legislation in Congress** - We continue to monitor the "Community Parks Revitalization Act" (CPR), S. 3583. This legislation would establish an updated version of the Urban Parks and Recreation Recovery (UPARR) program, which provided over 1500 grants in more than 300 localities from 1979 to 2002. The Community Parks Revitalization Act looks to build upon UPARR and extend eligibility to more cities and metropolitan areas to better enable them to invest in the kinds of parks, recreation facilities and programs that lead to healthier and more economically competitive communities.

The introduction of the CPR Act along with the previously introduced Urban Revitalization and Livable Communities Act, H.R. 709, means there is now legislation in both chambers of Congress which seek to provide funding specifically for urban parks. This serves as a major testament toward the recognition of the vital role that parks and recreation plays in making American communities the best places to live, work, and raise families.

2. **Dog Park Task Force** - Maria Mestre was appointed the chairperson at the organization meeting. Their meetings will be on Mondays in Room 407 at City Hall. We hope they can report to City Council in April or so. They have a lot of positive energy and commitment to making this a reality.

3. **Memorial Park Phase I** – All the walkways have been blacktopped. We have started grading the soil, preparing for planting of grass seed. We finished removing all the concrete that covered Marsh Run and will now start removing the deteriorated steel I-beams. The stone work is now being added to the new park sign.
4. **Greenawalt Park** – We completed installing all the picnic tables, park benches and trash cans. A wrought iron fence will be installed around the play equipment this week. Pavers are on order and will be installed when received. This park will then be completed with the exception of spring planting.
5. **New Park Signage** – Larger and up-to-date park signs have been installed in our parks and playgrounds.
6. **It's Christmas Time in the City** – Our crew assisted the Hagerstown Light Department in removal of the tree from a private residence in Williamsport, MD, and has been set on the City Park Lake. The City Park Tree Lighting will be held this Friday, November 30th at 7:00 p.m.

POLICE DEPARTMENT

1. STATS

Calls for Service:	1,371	CDS Arrest:	3
Criminal Arrest/Warrants:	17	DUI Arrests:	3
Moving Violations:	30	Search Warrants Executed:	2
Safety Repair Orders:	5	Field Interviews:	20
Warnings:	8	Parking Tickets:	5

2. REPORTS

- **11/18/12:** Officers from the Hagerstown Police Department were dispatched to the CVS on East Wilson Boulevard in reference to an armed robbery that had just occurred. Officers arrived and made contact with the victim who stated that an unknown male with a handgun walked into the store and demanded cash. After the male received the cash he fled the store in an unknown direction. Detectives responded to the scene. Anyone with information can contact the Hagerstown City Police Department Criminal Investigation Division at 301-790-3700.
- **11/15/12:** Officers were called to Tekflash, a computer repair business, for a reported robbery. A store employee told police a black male walked into the store threatening to have a weapon. The suspect then tied the employee's hands behind his back and told him to sit on the floor. The suspect took an undisclosed amount of cash and two laptop computers and fled the store. The victim was able to free himself and called the police. He was treated at the scene for his injuries. There were no customers in the store for the duration for the incident. UPDATE: There is a person of interest in this case. Detectives are asking anyone with information about this case to call 301-790-3700 ext 234.

3. OTHER NEWS/INFORMATION

- Officer John Hoffner has been selected as the Officer of the Month for October 2012. Officer Hoffner has been employed by the City of Hagerstown for approximately two years and is currently assigned to the Uniform Patrol Division's Charlie Platoon.

On Monday, October 29, 2012, the Hagerstown Police Department took a robbery report. The victim stated he had picked up three people and given them a ride. Once in the car it was alleged that they beat him up and held a gun to his head before robbing him of his car and wallet. A lookout for the car was broadcast over the police radio and approximately 90 minutes later Officer Hoffner observed the car being driven in the 600 block of West Washington Street. Officer Hoffner waited for backup and attempted to make a traffic stop on the car. The driver failed to stop and a pursuit ensued. During the pursuit, Officer Hoffner maintained his composure and relentlessly followed the suspect vehicle. Once the driver of the suspect vehicle realized that further flight by vehicle would be futile, he jumped from the vehicle and attempted to flee on foot. He was subsequently apprehended and taken into custody with another occupant who remained in the vehicle.

Based on his alert police work and tenacity, Officer Hoffner was selected as the Hagerstown Police Department Officer of the Month for October 2012. The Hagerstown Police Department is proud to have dedicated officers such as Officer Hoffner as one of its own and congratulates him for a job well done.

PUBLIC WORKS

- Bulk Trash Update:** Collection services are becoming more convenient for residents since placing the information on the city's website. Property owners can download the form from the web and then work with staff on total costs. There is an uptick in use of credit cards in paying for bulk trash collections making it even more convenient for users. The ability to pay by credit card went on line in mid September 2012.

October and November 2012 numbers are as follows:

Month	Total Collections	Paid by Credit Card	Download Form from Website
October	16	1	3
November	13	9	9

Staff is currently discussing ways that property owners can pay online which will provide even another level of convenience.

- FEMA Storm Reimbursement and Sandy:** Hurricane Sandy left a path of destruction all along the east coast of the United States. Fortunately, the impact on Washington County and the City of Hagerstown was minimal but there were storm related costs for both entities. The Washington County Emergency Management Agency has set a meeting for December 12th to review FEMA's (Federal Emergency Management Agency) criteria for reimbursement due to Hurricane Sandy. The State of Maryland was declared a federal disaster area during the storm and Washington County and its municipalities could be eligible for reimbursement for the storm related costs such as labor, equipment and materials. The review will cover what expenses can and cannot be accepted as reimbursable. Typically, FEMA will only reimburse an estimated 75% of expenses for a disaster such as this.

The City has received FEMA funds in the past for such disasters. The double blizzard in February 2010 was the last storm for which the city received funding.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

- Problem Areas.** Recent call-outs included:
 - Sat. 11/24 - Outer Circle- total outage; squirrel caused transformer fuse to operate; (1) 6T fuse was replaced to restore power. Time Out: 10.5-11.0
 - Sun. 11/25 - 800 Noland Drive- total outage; bird caused transformer fuse to operate; (1) 6T fuse was replaced to restore power. Time Out: 13.0-14.0
 - Security Road and Brookline Avenue- Miss Utility locate; our facilities were found to be clear of water main for the Water Division to make emergency repairs. Time Out: 17.5-17.7
 - 1000 Brinker Drive- Lineworker disconnected service to meters in building due to a bad main breaker. Customer was advised to contact electrician for needed repairs; following an inspection, service will be re-energized. Time Out: 17.7-19.2
 - Mon. 11/26 - Various locations- (reconnections for non-payment). Time Out: 16.0-16.4

- Tues. 11/27 - 870 Frederick Street- pole damaged; vehicle struck utility pole in accident. Pole was found to belong to Verizon Company. They were contacted to make needed repairs. Time Out: 19.1-20.5
- Unit Block Wayside Avenue- total outage; Lineworker found transformer fuse had operated; (1) 10T fuse was replaced to correct problem and restore power. Time Out: 19.1-20.5
- Wed. 11/28 - View Street & Columbia Road-pole damaged; vehicle struck street light pole in vehicle accident; Lineworker removed the damaged pole from the scene until follow up repairs could be completed. Time Out: 0.6-2.1

2. **Distribution** Recent activity included:

- Metering staff received two high bill complaints this week; upon testing, meters were found to have met Public Service Commission requirements.
- Lineworkers continue trimming trees in various residential locations.
- Lineworkers performed various service upgrades and meter installations.
- Continued with pole inspections and re-tagging throughout the City.
- Several areas of Safety training were completed by staff.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
15	0	1	0

3. **Engineering:**

- Staff organized a two day safety training session for Distribution staff. Training included: Bucket Rescue, Pole-Top Rescue, Fall Protection, and Equipotential Grounding. This training will be scheduled annually as a refresher and to stay up-to-date with changes in safety rules and regulations.
- The Staff Engineer met with HPD and other City Department representatives to observe lighting concerns in City Center.

4. **Administration:**

- Staff has been in touch with the 2-way radio vendor to organize an initial meeting with the technician to download our existing radios to be reprogrammed. This will allow them to build a code template for each radio type so, when the time comes, they will complete the reprogramming with minimal errors and in less time.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (Inches)
Wednesday, November 21, 2012	6.75	0.00
Thursday, November 22, 2012	6.32	0.00
Friday, November 23, 2012	6.10	0.00
Saturday, November 24, 2012	6.21	0.00
Sunday, November 25, 2012	6.25	0.00
Monday, November 26, 2012	6.31	0.00
Tuesday, November 27, 2012	6.64	0.27
Weekly Average/Total	6.37	0.27
Monthly Average/Total	7.92	0.99

Projects

- Tuesday 11/27/2012 Kershner/Parkson is in the plant to continue work inspecting and upgrading the Filters. They found that the rubber couplings on the main 24" distribution header in each filter cell were not the Fernco's supplied by Parkson. A section of sheet rubber was used to seal around the pipe then clamped.
- Rich Moore on site to give the Chem-Scan a look over initially ran into issues with different readings than the lab. Cleaned the unit and all is well.

Miscellaneous

- Maintenance is replacing a pump in the plant drains pump station.

Wastewater Collection System

Activity	Districts	L. F. main	Feet of lateral	# Inspected
Flushing	8	4,511		
Point Repairs		# of Repairs	Reason	L.F. of Repairs
Main Line Only	5	2	Cracked Pipe	22
Lateral Only	4	1	Roots	26
Manholes	12	3	I&I	22.2 V.F.

Collection System Maintenance Task

- Dropped BIO-BAGS throughout infrastructure to control FOG.
- Removed grit from WWTP
- Installed temporary drive contactor at station 8.
- Fabricating new filter holders for VFD drives at stations 4 & 8.
- Epoxy 12015, 12016, and grouted manhole 12014.

Collection System Maintenance Task continued:

- Downloaded flow meters at 12002, 17005, & Newgate interceptor.
- Two calls from local plumbers; one at 12922 Cathedral Avenue blockage, roots in service connection (dug & replaced). Second at 546 Salem Avenue, broken building sewer pipe, plumber will repair or replace.
- Grinder pump alarm 20107 Cherry Hill Drive, replaced pump core

Administration

Wastewater Division – Customer Call Log Summary 2012							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	2	1	0	2	0	1	6
YTD	58	54	19	10	10	63	214

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

Engineering

- Staff met with a residential property owner and builder regarding fees and installation details for service to duplex lots.
- Staff met with a consultant for a commercial owner regarding preliminary design of low pressure sewer service for two lots with existing occupancy.

Wastewater Laboratory

- The new Lachat equipment peristaltic pump was defective. HACH was notified and a new pump is being shipped. The defective pump will be returned as soon as the new one arrives.
- ChemScan service reps were at the plant to make minor adjustments and check out the equipment. The lab performed comparative testing after the work on the unit was completed to check its accuracy.
- 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>
11/14/12	11.28		11.28
11/15/12	11.41		11.41
11/16/12	11.47		11.47
11/17/12	11.37		11.37
11/18/12	11.56		11.56
11/19/12	11.56		11.56
11/20/12	11.55		11.55
11/21/12	11.61		11.61
11/22/12	10.98		10.98
11/23/12	11.05		11.05
11/24/12	11.14		11.14
11/25/12	11.83		11.83
11/26/12	11.74		11.74
11/27/12	11.50		11.50
11/28/12	11.51		11.51
Average			11.44

Water Production at RC Willson

- *Operations*
 - Completing routine PMs
 - Performed tests at the stations
- *Maintenance*
 - R C Willson – Performing routine PMs
 - R C Willson – Repaired the flocculators in the south sedimentation flocculator chamber
- *Instrumentation*
 - R C Willson – Assisted with the south sedimentation basin wash
 - Pump Stations – Repaired a problem with pump #1 at Pump Station #6
 - Pump Stations – Repaired a problem with the wireless communications at Pump Station #2

Water Production at Breichner

- The Edgemont Reservoir is currently -5.5; the bypass is closed and the hydrant is open.

Water Distribution

- Distribution crews are working on general maintenance throughout the system including meter exchanges and customer service requests. Crews also assisted with maintenance at the Willson Plant. Work continues on the 4" fire line at 140 South Potomac Street and eight new service connections were installed in the Westfields development. Crews repaired three main breaks including the intersection of Security Road and Brookline Avenue, 18615 Preston Road, and 12018 Waltz Road.

Laboratory

- Our consecutive systems (Smithsburg, Williamsport, and Funkstown) were contacted to make sure they are performing USEPA regulated Stage 2 THM/HAA monitoring of their systems. Smithsburg's personnel were given instructions on sampling and filling out forms. The other two towns have contracted with Washington County and MES to meet their requirements.
- Process and regulatory testing on the Potomac supply was routine.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plan		2
Building Permit	7	6

- Staff met with a residential property owner and builder regarding fees and service details for duplex lots.
- Staff met with Board of Education and contractor representatives on the Bester Elementary School site regarding water main depth, location and conflicts with other utilities and structures.
- Staff met with Water Distribution staff regarding joint services to commercial and residential customers on Maugans Avenue.

Respectfully submitted,


Bruce Zimmerman
City Administrator