

City of Hagerstown, Maryland Status & Information Report No. 46 for 2012

December 7, 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. **Western Maryland Blues Fest:** The Western Maryland Bluesfest Committee met this week to discuss plans. National ads are being ordered to appear on-line and in print and a Blues e-news cast for the holidays will be going out to the Blues club.
2. **Cabin Fever Blues Bash:** Mark your calendars now for the Cabin Fever Blues Bash on Thursday, March 7 at the Maryland Theatre at 7:00 PM.
3. **Snow Angels:** Hagerstown Magazine and the Herald Mail newspaper are working on articles about the Snow Angel Program. Hagerstown Magazine will have an article in the January/February edition.
4. **City Center Dollars:** The City Center Dollars are available for purchase at the Visitors Center at 6 North Potomac Street. City Center Dollars are used as cash at participating businesses. Twenty-five businesses are currently participating, and we are adding more every day. A list of participating businesses accompany every sale.
5. **Grand Opening:** Two grand openings have been slated. The Panama Canal Restaurant (40 East Franklin Street) will host a Grand Opening/Ribbon Cutting on Wednesday, December 19, 2012 at 4 PM and Oak Hill Interior Design LLC and Wish Kitchen and Baths (114-116 North Potomac Street) will have one on Wednesday, January 16, 2013 at 4:30 PM.

6. **United Way Rally - December 11, 2012:** The United Way will host a rally in Public Square. The event will be held on Tuesday, December 11, 2012 at 5 PM and is expected to last approximately 30 minute. The United Way holds this event each year to celebrate the accomplishments to date on the annual campaign drive and to create excitement and awareness for the United Way campaign. During the rally, the campaign co-chairs will be unveiling the latest amount on the campaign goal thermometer located on the Square. WHAG will broadcast live from the square on the 5 PM news, and they have asked children from their partner agencies to sing some carols.

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

- Fire Marshals Investigating Cause of South Potomac Street Fire
- Getting Greener: 100+ Trees Planted in Hagerstown in 2012
- Destructive Devices Found, No Injuries Reported
- Trash and Recycling Advisory: Christmas Day Collection
- Traffic Advisory: West Antietam Street at the Dry Bridge
- Traffic Advisory: North Avenue

8. **Channel 25:**

Watch the City Newsroom at the top of every hour.

- This week's news stories include:
 - City Center Dollars Promotion
 - City Park Lighting Wrap-Up
 - Hollyfest Wrap-Up and City Center Holiday Greeting
 - Historic City Farmers' Market Holiday Happenings: Songs of the Season
 - Getting Greener: 100+ Trees Planted in Hagerstown in 2012
 - Panama Canal Restaurant Grand Opening
- Also airing at select times:
 - "Divided Valor: Hagerstonians in the Civil War" - Daily at 3:00 p.m.

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 29 - December 5:
 - Over 5,000 users visited the site and viewed about 15,300 pages.
- Top entrances (the first page of our website that users accessed):
 - ▶ Home page 4,428 users 5% increase
 - ▶ Jobs page 176 users 5% increase
 - ▶ Log-in page 61 users 3% decrease
- Top page views:
 - ▶ Home page 4,589 visits 4% increase
 - ▶ Jobs page 1,525 visits 44% increase
 - ▶ Stay Informed Page 211 visits 12% increase

PLANNING & CODE ADMINISTRATION DIVISION

1. **Planning Commission:** On December 12 the Planning Commission will consider the following:
 - The Reserve at Collegiate Acres - Lot 3 - Second Point of Access.
 - 12305 Delwood Avenue - Tristate Holdings, LLC - Recommendation to Mayor and City Council on Appropriateness of Proposed Zoning Classification.
 - 2012 Shopping Center Occupancy Study.

2. **Historic District Commission:** The HDC is scheduled to discuss the following items at its meeting on December 13:
 - 111 West Washington Street - Chelataw & Loblely, LLC - Sign and Grant.
 - 473 North Potomac Street - Bushey Feight Morin Architects - Replace South Side porch columns, porch decking; and sunroom windows on the north side.
 - Update of re-evaluation of levels of significance in the Downtown Historic District.
 - Proposed Zoning Ordinance Amendment Language for Demolition Associated with Economic Development Opportunities.
 - Election of Officers for 2013.

3. **US Bicycle Route System Meeting:** On November 29 Planning Staff attended a meeting hosted by Maryland Department of Transportation on exploring the possibility of having a nationally designated, north-south bicycle route that would come through Hagerstown and Washington County. The US Bicycle Route System is a proposed national network of bicycle routes that uses existing roads and trails, spans multiple states, and is of national and regional significance.

4. **Upcoming Statewide Meetings:** The Planning Director will be traveling to Annapolis on December 7th for a MML/MACO meeting for planners and on December 13th for the Maryland Department of Planning's quarterly Planning Directors meeting.

5. **Partners in Economic Progress (PEP) Committee:** Within the past few weeks, three applications for the City's Upper Floors Rent Relief grant program have been received for review by the PEP Committee: two tenants for Mulberry Lofts at 22 North Mulberry Street (the old Action Products building) and one tenant for 34-36 South Potomac Street (the old Joe Walker building). These are the first PEP tenant applicants for those two buildings. The PEP Committee is made up of the Planning Director, Community Development Manager, Inspections Manager, and Finance Director. The Upper Floor Rent Relief Program provides matching grants for up to three years to reduce the start-up costs for businesses moving into the PEP zone (a portion of the City Center area targeted for economic incentives). Eligible businesses come from an eligibility list in the program criteria and are ones the Committee finds will create economic benefit for the downtown.

6. **Permits Weekly Activity Report:** November 26–30, 2012

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	7	Residential -	3	Commercial -	1	Other -	3	7
Electrical	8	Residential -	5	Commercial -	3	Other -	0	8
Plumbing	11	Residential -	7	Commercial -	4	Other -	0	11
Mechanical	8	Residential -	5	Commercial -	3	Other -	0	8
Engineering Dept.	4							4
TOTAL	38		20		11		3	38

Est. Value of Issued Building Permit Projects:		Fiscal Year Totals:
Residential	\$ 35,000.00	\$ 3,480,318.00
Commercial	\$ 662,000.00	\$ 22,607,535.00
Apartment	\$ 7,000.00	\$ 1,031,683.00
Sign	\$ 390.00	\$ 151,493.00
TOTAL	\$ 704,890.00	\$ 27,271,029.00

Construct a two story office building at 12920 Conamar Drive - \$578,000
Interior and Exterior renovations at 17840 Garland Groh Boulevard (TGI Fridays) - \$72,000

RENTAL LICENSES

<u>NUMBER</u>	<u>FACILITIES</u>	<u>UNITS</u>
Registrations Received	12	27
New Applications Issued	2	2
Total Registered Since 6/1/12	2959	8233
% of Those Invoiced	94.1	95.7

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 11/30/12.

PAYMENT

Total Payments Received	\$ 1,350
Adjustments	\$ 250

INSPECTIONS

<u>TYPE</u>	<u>NUMBER CONDUCTED</u>
Building	47
Electrical	32
Plumbing	22
Mechanical	22
Safety	12
Neighborhood Vitality	25
Quality of Life	22
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.
	Examples: Uses not permitted in property's zone, construction of new facilities, follow up inspections on open violations.

PARKS & ENGINEERING

1. **Greenawalt Park** A wrought iron fence was installed around the play equipment this week. The pavers have been received and are currently being installed. We met on site with HPD regarding security. Barring any unforeseen circumstances, we plan to open this park to the public next Monday.
2. **Summit Avenue Traffic Calming** The circle and median should be completed this week. We will schedule the trees and pavement markings in the next week.
3. **Street Trees** The contractor has completed all 23 trees on "Private" property, so that the property owners can complete those plantings. Staff helped three residents' plants their trees and also provided supervision to the students at Memorial Rec Center and Head Start on West North Avenue.
4. **Potterfield Pool** – Required by the State of Maryland, a second ADA handicap lift has been installed in the main pool, bringing us into compliance. This was CDBG funded.
5. **Program Open Space (POS) Status** Here is an update of POS funded projects (POS requires a 10% local match; the amounts in parenthesis include the in-house match):

FY 12 - Status of POS projects approved for FY 12:

- Potterfield Pool Double-Tube Slide - \$13,500 (\$15,000) – job is complete and reimbursement was received from the State
- University Plaza Portable Shade Canopy - \$10,800 (\$12,000) – canopy was recently received
- University Plaza Stationary Stage - \$9,000 (\$10,000) – project not yet started,, will be done over the winter.

FY 13 - Recently approved by the State for POS funding for FY 13:

- Potterfield Pool Pavilion – \$9,000 (\$10,000)
- Portable Metal Bleachers - \$7,200 (\$8,000)
- Memorial Park, Phase II – \$49,500 (\$55,000)

FY 14 - The projects listed below are being submitted for POS funding for FY 14:

- Potterfield Pool Amenities for Wading Pool - \$49,500 (\$55,000)
- Potterfield Pool Shade Canopies - \$13,500 (\$15,000)
- Kiwanis Park Pavilion - \$22,500 (\$25,000)
- City Park Pavilion - \$22,500 (\$25,000)
- Pangborn Park Gazebo - \$10,800 (\$12,000)
- Staley Park Pavilion - \$22,500 (\$25,000)
- Dog Park Amenities - \$22,500 (\$25,000)

6. **North Avenue Waterline** As part of the Way Station project, Huntzberry will replace the water main on North Avenue. They will completely close this section of North Avenue while the work is being performed. They also will hand out flyers to the residents/businesses on that block this week, letting them know that construction will start next week.

POLICE DEPARTMENT

1. **STATS**

Calls for Service:	1,669	CDS Arrest:	1
Criminal Arrest/Warrants:	21	DUI Arrests:	1
Moving Violations:	19	Search Warrants Executed:	0
Safety Repair Orders:	5	Field Interviews:	20
Warnings:	30	Parking Tickets:	18

2. **REPORTS**

- **12/05/12:** At approximately 11 a.m. officers from HPD responded to the Columbia Bank on Wesel Boulevard for a reported bank robbery. The suspect's description was a black male, who ran from the bank, across Wesel Boulevard towards Lowe's and through the store parking lot. Upon arrival, it was learned that a black male had entered the bank lobby and went to the kiosk in the center of the lobby and used a Columbia Bank withdrawal ticket to hand write a note. The black male then approached a teller window and handed the teller the withdrawal ticket which had a threat and demand for money written on it. The teller complied with the demand for money and the suspect grabbed the money, turned and ran from the bank. Witnesses reported seeing the suspect escape in a white Chevrolet Cavalier with a white female driver. The vehicle was last spotted heading north on South Burhans Boulevard. During the investigation, information was developed from Officer Dwayne White and citizen reports that Charles Sylvester Bolden III was a possible suspect. A photo of Bolden matched the surveillance photo of the suspect obtained from the bank. Bolden was subsequently charged and a warrant has been issued for his arrest.

3. **OTHER NEWS/INFORMATION**

- On 01/24/12 at approximately 1:30 a.m. officers were called to the scene of a shooting in the 300 block of North Jonathan Street. Upon arrival officers located Christopher Lee Follett suffering from a single gunshot wound to the head. Follett was taken to Meritus Medical Center where he succumbed to his injuries. During the course of an aggressive investigation a suspect was developed and ultimately identified positively as the shooter. The suspect was identified as Juan Sylvester Barnes, and an arrest warrant was obtained charging him with 2nd Degree Murder, 1st and 2nd Degree Assault, Reckless Endangerment, Use of a Firearm in a Felony Crime of Violence, Handgun on Person, and Felon in Possession of a Firearm. The investigation continued to develop and resources were directed toward the apprehension of Barnes.
- On 01/31/12 at approximately 9:30 p.m. a joint operation between Maryland State Police and the Hagerstown Police Department led to the apprehension of Juan Barnes in Prince George's County. Custody of Barnes was transferred from Maryland State Police Troopers to Hagerstown Police Detectives Jurado & Kayser. Detectives Jurado & Kayser served Barnes with an arrest warrant charging him as listed above. Barnes was transported to Washington County Central Booking, where he was processed and taken before a District Court Commissioner. Barnes was held without bond at the Washington County Detention Center.
- The trial for this case began at Washington County Circuit Court on Wednesday 11/28/12 and lasted three days until Friday 11/30/12. On Friday 11/30/12, a jury found Barnes guilty of 2nd Degree Murder, Use of a Firearm in a Felony Crime of Violence, and Felon in Possession of a Handgun. Barnes was immediately sentenced to serve 30 years for the murder, 20 years for the Use of a Firearm in a Felony, and 15 years for Felon in Possession of a Handgun. It was determined that each sentence would be served independently and consecutively and would not begin until an eight year sentence that Barnes is currently serving is exhausted.

PUBLIC WORKS

1. **November Call-outs:** Public Works staff reported to seven separate, after-hour callouts. The breakdown of issues is as follows:

Signals	1	Quick Change	Franklin & Jonathan
Signals	3	On Flash	Prospect & Washington; Maryland & Memorial; Pennsylvania & Prospect
Signs	1	Stop Sign	Terrace & Northern
Streets	1	Car Fire	500 block Jefferson
Streets	1	Dead Deer	Mulberry & East

Three employees were also brought in early on 11/27/12 in preparation for the forecasted snow. Their assignment was to salt the bridges and sidewalks should the weather coat the surfaces with snow or ice.

2. **Free 2-Hour Parking:** There is currently two hours of free parking at the parking decks throughout the day. The gates are raised from 4 p.m. to 6 a.m. each night and all weekend allowing for free parking through the month of December. The free parking is to encourage patrons to visit the downtown during the holiday season. Operations will return to normal on January 2, 2013.
3. **Fire Truck Repair:** During a fire call on Friday, November 30th, the one ladder truck in operation blew a hydraulic hose. One of the outriggers that stabilize the truck would not retract. Mechanics from CMG (Central Maintenance Garage) managed to make temporary repairs in the field and get the ladder truck to the garage. The mechanics made the necessary repairs including constructing a new 21 foot long hydraulic hose. The truck was back in service by 7:30 p.m. that same evening. With the other ladder truck out for service, it was critical that this vehicle was kept in operation.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

1. **Problem Areas.** Recent call-outs included:
- Thur. 11/29 - Various locations- (reconnections for non-payment). Time Out: 16.0-16.3
 - Fri. 11/30 - Various locations- (reconnections for non-payment). Time Out: 16.0-16.6
 - Sat. 12/1 - James Street & Church Street- arcing wires; squirrel found entangled in open wire secondaries, Lineworker removed the animal to correct problem. Time Out: 10.6-11.5
 - Sun. 12/2 - Outer Drive & Bramly Drive- total outage; squirrel caused transformer and line fuses to operate; (1) 10T transformer fuse and (1) 30T line fuse were replaced to restore power. Time Out: 11.4-12.6
 - Mon. 12/3 - 1167 Outer Circle- lines arcing; Lineworker removed squirrel from service wires to correct problem and restore power. Time Out: 16.7-17.5
 - Tues. 12/4 - Various locations- (reconnections for non-payment). Time Out: 16.0-16.2
 - 405 East Irvin Avenue- lines arcing; tree branch removed from primary wires to correct problem and restore power. Time Out: 22.0-22.5
 - Wed. 12/5 - 1128 Fairview Road- lines down; Lineworker found no problems with wires down when he arrived on scene. Time Out: 0.7-1.2
 - 441 South Potomac Street- fire; Lineworker disconnected service at the pole at request of Fire Department due to house fire. Time Out: 18.7-19.7
 - Various locations- (reconnections for non-payment). Time Out: 20.2-20.8

2. **Distribution** Recent activity included:
- Metering Staff received no high bill complaints this week.
 - Line crews have completed 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
15	1	2	0

3. **Engineering** Staff worked on the following projects:
- The Staff reviewed multiple new hardware items for use on HLD's electric system.
 - Staff is performing Quality Assurance and Quality Checks (QA/QC) within the HLD electric GIS system distribution transformer data fields.
 - Several electric service upgrade designs were completed.
4. **Administration:**
- Staff met with American Municipal Power partners to review the services that they provide municipal utilities such as PJM load monitoring and peak shaving using off-site generation.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, November 28, 2012	6.29	0.00
Thursday, November 29, 2012	6.65	0.00
Friday, November 30, 2012	5.98	0.00
Saturday, November 31, 2012	5.84	0.00
Sunday, December 01, 2012	6.00	0.00
Monday, December 02, 2012	5.92	0.00
Tuesday, December 03, 2012	5.85	0.27
Weekly Average/Total	5.90	0.00
Monthly Average/Total	7.76	0.99

Projects

- Kershner/Parkson continues their courtesy inspection of the plant ENR filters. They have replaced the rotometers for every module and checked the alignment of all the airlifts/sand washers. Still having problems filling Filter Cell #1.

Miscellaneous

- Maintenance pulled the entire blower assembly for the chemical scrubber on the sludge storage tank to be rebuilt.
- Maintenance removed and cleaned check valves in the ASPS sump pumps that were causing the pumps to run all the time.

Wastewater Collection System

Activity	Districts	L. F. main	Feet of lateral	# Inspected
Flushing	6,8,15	5,376		
Point Repairs		# of Repairs	Reason	L.F. of Repairs
Lateral Only	3	1	Roots	15
Manholes	12	4	I&I	31 V.F.

Collection System Maintenance Task

- DROPPED Bio-Bags throughout system to control FOG.
- Cleaned wet well on Day Road for A.R.E.
- Replaced internal drive contactors at stations 4 and 7.
- Epoxy and grouted manholes 12022, 12021 and 12020.
- Replaced partial lateral at 12922 Cathedral Ave.
- One sewer call at 406 Brookline, plumber cleaned building sewer.

Administration

Wastewater Division – Customer Call Log Summary 2012							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	1	0	1	0	0	2	4
YTD	59	54	20	10	10	65	218

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

Engineering:

- Staff met with a residential customer to discuss resolution of an adjoining property’s building sewer running across his yard.

Wastewater Laboratory:

- The new Lachat equipment peristaltic pump was received and put in service. The defect pump was shipped back to HACH. Unfortunately another problem popped up with the Lachat 8500 unit. The automatic heating module is not kicking in the run after it gets to temperature. Lachat Tech Support and our rep have been notified and we are trying to isolate the cause of the problem.
- Process and regulatory testing was routine for the week.

WATER DIVISION

Plant Flows - System Demand (MGD)

Date	Willson	Breichner	Total
11/29/12	11.12		11.12
11/30/12	11.50		11.50
12/01/12	11.37		11.37
12/02/12	11.46		11.46
12/03/12	11.67		11.67
12/04/12	11.49		11.49
12/05/12	11.60		11.60
Average			11.45

Water Production at RC Willson

- Operations

- Completing routine PMs.
- Performed tests at the stations.

- Maintenance

- R C Willson – Performing routine PMs.
- R C Willson – Assisted with repairs to the Trac-Vac system.

- Instrumentation

- R C Willson – Installed a disconnect box for the pump room crane.
- R C Willson – Assisted with repairs to the Trac-Vac system.
- Pump Stations – Began the installation for communications from Edgemont Reservoir.

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 throughout the system performing customer service as needed and are working on the testing and repair of large meters. Work is completed on South Prospect Street and we are working on meter exchanges throughout the system. We repaired a leak and replaced a fire hydrant on Forest Drive and repaired a leak on Brookline Avenue.

Laboratory

- USEPA regulated Stage 2 quarterly THM/HAA monitoring results have been received and will be sent to the State MDE along with the monthly operating reports. Results show no violations.
- Process and regulatory testing on the Potomac supply was routine.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plan		1
Grading Plan		1
Building Permit	12	

- Staff met with a consultant regarding design details for a commercial redevelopment site plan.
- Staff attended a projects planning meeting with the Water Division staff.
- Staff met with a realtor on current water facilities and usage for a commercial property.
- Staff met with a consultant on final approval of a commercial expansion site plan.

Respectfully submitted,

Bruce Zimmerman
City Administrator