

City of Hagerstown, Maryland Status & Information Report No. 11 for 2013

March 15, 2013

To Mayor Gysberts and Members of the City Council:

UPCOMING MEETINGS

MARCH 2013						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5 7:30am State of the City @ Hager Hall 4pm Work Session	6	7 7pm Cabin Fever Blues Bash @ MD Theatre	8 7:30am Work Session	9
10	11	12 4pm Special Session 4:15pm Work Session	13	14	15	16 10am St. Patrick's Day Run For Your Luck 5K @ City Center
17	18	19 4pm Special Session 4:15pm Work Session	20	21	22	23
24	25	26 7pm Regular Session	27	28	29 HOLIDAY CITY OFFICES CLOSED	30
31						

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

BUSINESS & COMMUNITY RELATIONS DIVISION

1. **Grand Opening/Anniversaries:**
 - The City hosted a ribbon cutting for the Wareham Professional Building at 138 West Washington Street this week.
 - Vince's Pizza Express at 66 East Franklin Street will be hosting a grand opening and ribbon cutting. The event will be held at 4 p.m. on Wednesday, March 20, 2013.
2. **Western Maryland Blues:** The Cabin Fever Blues Bash was held on Thursday, March 7 at the Maryland Theatre. The group featured was Moreland & Arbuckle. Over 600 people attended. To date the fundraising committee has raised \$70,000 in cash support for the festival.
3. **St. Patrick's Day Run:** The St. Patrick's Day Run is gearing up. It will be held in City Center Hagerstown on Saturday, March 16. We are now at **576** runners preregistered.
4. **Fundraising:**
 - Staff are in the midst of their fundraising campaign for the Western Maryland Blues Fest. They have raised \$70,000 to date.

5. **City Market:**

- Market continues to be painted; almost all walls have been painted. An accent color has been selected and will be used gradually in other aspects.
- This week Master Gardeners will be doing a workshop for children.
- On March 16th, the first 150 customers wearing green into Market Alley after 9 a.m. will receive a free shamrock lollipop created by M&J Candies. There will also be a new, children's learning area in cooperation with Master Gardeners taking place in Market Alley from 9-11 a.m.

6. **This Week's Headlines and Media Releases:**

- Wareham Building Open for Business in City Center!
- E-casts:
 - Grand Opening & Ribbon Cutting for Vince's Pizza
 - Won't You Be Our Neighbor? And Other Highlights From State of the City 2013
- Video Blasts:
 - WATCH THIS!!! J&M Grill Celebrates 40th Anniversary
 - WATCH THIS!!! Grand Opening of Beatitudes Hair and Beauty Supply Store

7. **Channel 25:**

- Watch the City Newsroom at the top of every hour. This week's news stories include:
 - Anniversary Celebration at J&M Grill
 - Grand Opening of Beatitudes Hair and Beauty Supply Store
 - State of the City 2013
 - Won't You Be Our Neighbor? An Invitation to the Board of Education
 - Honoring Black History Month: Hall of Fame Inductees
 - USMH Celebrates Grand Opening of Offices, Classrooms
- In production:
 - Grand Opening of Antietam Brewery & Restaurant
 - Grand Opening of Wareham Professional Center
- Also airing at select times:
 - Full State of the City presentation -- Monday, Wednesday, Friday at 7 p.m.
 - "Divided Valor: Hagerstonians in the Civil War" -- Daily at 3 p.m.

8. **Websites:**

Most viewed videos on YouTube:

- | | |
|---|-----------|
| □ BOE: Won't You Be Our Neighbor? | 289 views |
| □ Blues Fest Poster Artist: Erin Mettill | 245 views |
| □ Black History Month: A Tribute to Hagerstown Athletes | 176 views |
| □ February 12 th Mayor & Council Meeting | 117 views |

City Website:

- Website analytics for www.hagerstownmd.org for the week of March 8 - March 7:
- Website traffic was higher this week, with about over 6,700 visitors to the site viewing nearly 17,000 pages. The Community Calendar was the second-highest viewed page, most likely due to people seeking information on the St. Patrick's Day Run.
- Top Content:
 - ▶ Home page 6,122 visits
 - ▶ Calendar 541 visits (*55% increase)
 - ▶ Jobs page 496 visits
- Top Entrances (the first page of the site users accessed):
 - ▶ Home page 5,887 users
 - ▶ Jobs page 192 users
 - ▶ Calendar 133 users (*75% increase)

PLANNING & CODE ADMINISTRATION DIVISION

1. **Zoning Certificates Issued For New Businesses**
 - 301 Prospect Avenue – Cargroups Holdings, LLC, d/b/a webuyanycars.com – office.
 - 595 Dual Highway – AutoZone Stores, Inc., d/b/a AutoZone #4651 – retail auto parts and accessories (no installation).
 - 25 West Church Street (City Market) – Jessica Fields and Leda Werner – sales of homegrown produce and plants.
 - 1555 Potomac Avenue – “Weyira Olive Oil & Vinegar Tasting Gallery, LLC” – retail sales of oils, vinegars, and accessories.

2. **Planning Commission:** The Planning Commission reviewed and approved a site plan for a new service building at Younger Toyota at 1955 Dual Highway during its monthly workshop meeting on March 13. AC&T met with the Planning Commission to discuss redevelopment of the former Manbeck Bakery site at the corner of Church and Burhans. AC&T purchased the property recently, which is zoned IR. The developer and his attorney presented a proposal to use the site for mini storage using a modified “C” container design. Per the City’s ordinance, “C” containers are not permitted for a period longer than six months in any calendar year. If the “C” container ordinance can be overcome, commission members discussed ways to mitigate the impact of “C” containers at this highly visible intersection in the city. Future development concepts may involve a request to rezone the tract to CG (Commercial General) so the parcel can be developed commercially.

3. **State Staff to tour the City Center:** Staff from the Maryland Department of Housing and Community Development (DHCD) will be in Hagerstown on March 15th for a Sustainable Community (SC) training session for towns who have not yet designated SC areas. We offered and they accepted for DCED staff to provide them with a tour of downtown projects Friday afternoon. DHCD staff is particularly interested in viewing past, present, and pending Community Legacy and Neighborhood Business Works funded projects.

4. **Hagerstown Eastern Panhandle Metropolitan Planning Organization:** The MPO will meet on March 20th in Martinsburg. The agenda includes discussions of re-designation on attainment of acceptable air quality levels for “fine particulate matter,” as well as the usual transportation budget adjustments for State funded projects (mostly in West Virginia).

5. **PEP Squad Committee Meeting:** The staff committee that reviews Partners in Economic Progress (PEP) applications met on March 14th to review two applications: 1) building eligibility for a mixed-use project at 49 South Potomac Street; and 2) an upper floor rent grant for Hagerstown Brazilian Jiu Jitsu Academy at 22 North Mulberry Street.

6. **Weekly Activity Report:** March 4–8, 2013

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	7	Residential -	3	Commercial -	2	Other -	2	9
Electrical	6	Residential -	3	Commercial -	3	Other -	0	6
Plumbing	2	Residential -	1	Commercial -	1	Other -	0	2
Mechanical	7	Residential -	3	Commercial -	4	Other -	0	7
Engineering Dept.	3							3
TOTAL	25		10		10		2	27

Est. Value of Issued Building Permit Projects:		Fiscal Year Totals:
Residential	\$ 288,990.00	\$ 5,128,025.00
Commercial	\$ 165,500.00	\$ 25,705,730.00
Apartment	\$ 2,400.00	\$ 1,554,808.00
Sign	\$ 17,700.00	\$ 201,714.00
TOTAL	\$ 474,590.00	\$ 32,590,277.00

Construct two single family homes on Hawkins Circle - \$240,000
Interior renovations for 2nd & Charles book store at 17636 Garland Groh Boulevard \$165,000
Reconfigure home for home office at 1321 Glenwood Avenue - \$39,000

RENTAL LICENSES

<u>NUMBER</u>	<u>FACILITIES</u>	<u>UNITS</u>
Registrations Received	8	9
New Applications Issued	2	2
Total Registered Since 6/1/12	3067	8408
% of Those Invoiced	98.6	98.4

Notes: The 2012-2013 rental license renewals for 8,561 units in 3,112 facilities were mailed on June 1, 2012. This represents the percentage of those applications returned as of 3/8/13.

PAYMENT

Total Payments Received	\$ 450
Adjustments	\$ 0

INSPECTIONS

<u>TYPE</u>	<u>NUMBER CONDUCTED</u>
Building	26
Electrical	24
Plumbing	38
Mechanical	9
Safety	52
Neighborhood Vitality	8
Quality of Life	6
Preventive Maintenance	17
Planning & Zoning	4

Notes: Please note that exterior inspections of properties registered in the rental licensing program are NOT included in this total.

INSPECTIONS KEY:

Categories of Conditions

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

POLICE DEPARTMENT

1. **STATS**

Calls for Service:	1,775	CDS Arrest:	1
Criminal Arrest/Warrants:	13	DUI Arrests:	5
Moving Violations:	94	Search Warrants Executed:	3
Safety Repair Orders:	16	Field Interviews:	26
Warnings:	161	Parking Tickets:	11

2. **REPORTS**

- 03/12/13: On March 12 officers responded to Brother's Pizza on Dual Highway for a reported armed robbery in progress. The front counter employee stated a white male wearing blue jeans and a camo jacket entered the store, walked up to the counter pulling out a handgun and demanded money. The male suspect then calmly put the money and gun away and walked out the store towards Edgewood Hill Circle. A joint investigation with the Washington County Sheriff's Office determined that Timothy Ennis was a suspect. A warrant was issued for his arrest. He was taken into custody on Wednesday, March 13 at his home. He was charged with armed robbery, robbery, theft and reckless endangerment.

3. **OTHER NEWS/INFORMATION**

- Congratulations. Washington County Public Schools plan to add two school resource officers for the start of next school year. Officer Michelle Deavers and Officer Michael Alderton were chosen to be assigned to the School Resource Officers (SRO) Program. They will be attending specialized training given by the National Association of School Resource Officers. This training will be from July 29 to August 2 in Johnstown, Pennsylvania. They will receive other training as well.

The SRO program is a nationally accepted program involving the placement of a law enforcement officer within the educational environment. SRO's are required to dress in full uniform, and be in constant radio contact with precinct personnel. They investigate crimes, make arrests, and patrol communities near their schools.

Officer Deavers has been employed by the City of Hagerstown for 15 years and Officer Alderton has been employed with the City of Hagerstown for 7 years. We wish them well with their new assignment.

PUBLIC WORKS

PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	194	185
	North Potomac Deck	372	373
	Downtown Parking Lots	378	387
Number of Patrons Using Decks	A & E Deck	1,948	2,187
	North Potomac Deck	1,610	1,965
Sales of Discount Coupons		0	51
Number of Citations Issued	(Includes Warnings)	171	190
Number of Late Payment Notifications		19	12
Number of Cars Booted		0	3

CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	1	1
Fire	3	2
Light	0	3
Parks & Engineering	4	0
Police	4	11
Public Works	8	1
Water	2	2
Wastewater	0	2
Weekly Totals	22	22

CMG data represents completed work orders for any size repair. The repairs can include smaller items such as windshield wiper and headlight replacements to larger items such as hydraulic system rebuilds or transmission replacements. Repairs in progress will only be reported when complete.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

1. **Problem Areas.** Recent call-outs included:
 - Mon. 3/4 - Various locations- (reconnections for non-payment). Time Out: 16.0-16.4
 - Fri. 3/8 - 739 Marathon Drive- total outage; terminator replaced to correct problem and restore power. Time Out: 3.9-4.6
 - Mon. 3/11 - Papa Court and Security Road- lines arcing; lines were found to belong to Potomac Edison. Time Out: 23.5-0.5

2. **Distribution** Recent activity included:
 - Metering Staff received four high bill complaints this week; upon testing, meters were found to have met all Public Service Commission requirements.
 - 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
20	0	2	0

3. **Engineering** Staff worked on the following projects:
 - The Engineering Staff reviewed and designed multiple electric service plans throughout the City.
 - The Staff Engineer recalculated energy savings related to the 2013 EmPOWER MD Grant program due to the MEA's request to change our inclusions in each "energy savings kit," we are proposing to distribute to qualifying customers. With their cooperation, we hope to get this program on the move in the near future.

- The Staff Engineer developed specifications for a wood chipper to replace HLD's aging unit. HLD performs the majority of its own right-of-way management, and a reliable chipper to dispose of the refuse is essential to the operation.
- Staff attended mandatory annual training for herbicide application with the Maryland Department of Agriculture.
- Staff coordinated with multiple vendors to display modern line operations tools and safety gear to HLD line crews.
- Staff has multiple proximity voltage detectors on loan for testing. HLD line crews will be evaluating these units and selecting the "best fit" to replace older ones.

4. **Administration:**

- Staff participated in the annual ACA hearing in Baltimore for PSC case 9505(g). PSC Staff Counsel and OPS Staff Counsel had no objections to the HLD filing.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, March 06, 2013	7.04	0.37
Thursday, March 07, 2013	6.88	0.00
Friday, March 08, 2013	6.55	0.00
Saturday, March 09, 2013	6.45	0.00
Sunday, March 10, 2013	6.26	0.00
Monday, March 11, 2013	6.40	0.00
Tuesday, March 12, 2013	7.23	0.58
Weekly Average/Total	6.68	0.95
Monthly Average/Total	6.62	0.94

Projects

- AR&E was in to install mechanical seals on Activated Sludge Pump Station RAS #3 pump.

Miscellaneous

- Maintenance cleaned UV Bulbs from Channels 2 and 3.
- Maintenance prepped #3 Nitrate Recycle pump motor to be pulled so that AR&E can check the upper bearing.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	5	962	511	28
Flushing	11	5,382		
Point Repairs		# of Repairs	Reason	L.F. of Repairs
Lateral Only	50	1	Broken pipe	6
Main & Lateral	6	1	Roots	25

Collection System Maintenance Task

- Cleaned lines in district 11.
- Controls work at stations 1, 4 and 7.
- Inspected laterals (one each) in district 1, 6 and 17.

- Replaced wye, lateral, and added clean-out at the old Pangborn Corporation.
- Removed snow plow blades and spreader from vehicles.
- Took pictures of chemical feed tank piping configuration at station 26 for manufacture representative.
- Replaced muffin monster reduction gear at station 8, ordered 5hp motor for muffin monster and reduction gear for station 7.
- Removed and cleaned debris from muffin monster at station 18 (4 inch pipe plug jammed cutters).

Administration

Wastewater Division – Customer Call Log Summary 2013							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	1	0	0	0	1	1	3
YTD	15	8	2	1	1	8	35

* 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 City permits staff for process improvements discussion.
- Staff met with City Engineering staff regarding Code clarification relative to sewer laterals and cleanouts.
- Staff met with County Engineering staff regarding Robinwood Corridor II project details.

Wastewater Laboratory

- We received our Lachat dilutor back from HACH. They performed annual maintenance and calibration on it. We put the unit into service, found it working properly, and returned their loaner.
- We received our original Lachat BD 40 digester unit back from HACH. We will be testing the unit for the next week before we return their loaner.
- 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>
3/07/13	11.87		11.87
3/08/13	12.08		12.08
3/09/13	11.92		11.92
3/10/13	11.44		11.44
3/11/13	11.95		11.95
3/12/13	11.59		11.59
3/13/13	11.75		11.75
Average			11.80

Water Production at RC Willson

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

- *Maintenance*

- R C Willson – Performing routine PMs.
- R C Willson – Replaced all wiring to the flocculators on the south basin.

- *Instrumentation*

- Breichner Plant – Installing new valve actuators.
- R C Willson – Replaced all wiring to the flocculators on the south basin.

Water Production at Breichner

- The Edgemont Reservoir is currently -4.0'; the bypass is open, and the hydrant is open.

Water Distribution

- Distribution crews are working throughout the system performing customer service as needed and are working on meter exchanges throughout the system. We have been working on Church Street replacing meter tiles. We repaired leaks on Showalter Road and Mahogany Drive.

Laboratory

- Monthly THM samples were collected.
- A complaint was investigated on Leonard Avenue. The tenant of a rental was complaining of a rash suspected as being from her water. Samples collected showed typical City water. The landlord was notified with the results.
- Process and regulatory testing on the Potomac supply was routine.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plan	2	4
Preliminary Plat		1
Final Plat		1
Building Permit	11	4

- Staff attended a development review meeting at the County Planning office.
- Staff met with City Permits staff for process improvements discussion.
- Staff met with a commercial developer regarding private water service repair.
- Staff met with County Engineering staff regarding Robinwood Corridor II project details.

Respectfully submitted,



Bruce Zimmerman
City Administrator