

City of Hagerstown, Maryland Status & Information Report No. 27 for 2013

July 19, 2013

To Mayor Gysberts and Members of the City Council:

UPCOMING MEETINGS

JULY 2013						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 No Meeting	3	4 HOLIDAY CITY OFFICES CLOSED 6pm Fireworks @ Fairgrounds Park	5 Bike Night	6
7	8	9 4pm Work Session	10	11	12	13 Velo Bike Race Music By The Lake
14	15	16 4pm Work Session	17	18	19	20 Music By The Lake
21	22	23 7pm Regular Session	24	25	26	27 Music By The Lake
28	29	30	31			

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

BUSINESS & COMMUNITY RELATIONS DIVISION

Grand Opening/Anniversaries:

- Last weekend, Cosmopolitan Hair Salon celebrated their grand opening on Saturday, July 13. Their shop is located at 119B East Baltimore Street, Hagerstown. The business is owned by Jim and Catrina Hall, and Phillip Greathead is a partner.
- Please mark your calendars now for a Grand Opening and Ribbon Cutting for offices of Northwestern Mutual at 1165 Imperial Drive, Suite 100. Operators of this branch of Northwestern Mutual are Ed Lough and Alan Levin. We hope to see you there on Friday, July 26 at 4:00 PM.
- Checkers is moving their grand opening to Thursday, August 8 at 11:00 AM. Please mark your calendars now for the new date of the Grand Opening and Ribbon Cutting for Checkers Restaurant at 1720 Dual Highway, Hagerstown, MD 21740. The contact at Checkers is Malik Mehboob.

Events:

- Wind Down Fridays are continuing each week at the Maryland Theatre.
- A formal groundbreaking for the new memorial honoring the veterans of the Lyon Post #31 of the Grand Army of the Republic will be held on Tuesday, July 23 at 2:00 PM. The groundbreaking ceremony will take place near the center of Rose Hill Cemetery which is located at 600 South Potomac Street at Memorial Boulevard. The memorial will be unveiled and dedicated as part of a larger event to be held at the cemetery on September 21, 2013. The Grand Army of the Republic was a veterans' organization for men who fought for the Union during the American Civil War; similar to the American Legion or the Veterans of Foreign Wars. Hagerstown was the home of two posts; Reno Post #4 (1867- circa 1928) and Lyon Post #31. Lyon Post was formed by the City's and County's African-American veterans in 1883 and disbanded around 1915. Please join us to beginning construction of this long overdue salute to the men who fought for their freedom and the freedom of others in the American Civil War.
- The next Faire off the Square will be held this Saturday, July 27 from 9:00 AM to 2:00 PM. This month the featured nonprofit is the Hagerstown Area Religious Council (HARC).
- The City of Hagerstown is again partnering with the Washington County Arts Council for our Music by the Lake Series. The first concert was on July 13. It featured the Speakeasy boys, and the crowd was estimated at over 225 people. The crowd enjoyed the concert, and they had more than a few musicians in the audience, and a few came up and joined them. Don't miss this Saturdays Concert featuring the Libby Files Stoney Creek Band. The Hagerstown Washington County Convention and Visitors Bureau is a co-sponsor.
- Krump's Donut Alley Rally is scheduled for 7:30 PM on August 9, 2013. It will benefit the Wounded Warriors Organization.
- The Augustoberfest Event will be held on August 24 and 25. All details of the event are being coordinated.

Fundraising: The Augustoberfest Event fundraising is gearing up and they are at approximately \$17,000.

City Farmers Market:

- On July 20th, Master Gardeners will be having their Children's Learning Activity on Picnic Bugs taking place from 9:00 AM to 11:00 AM in Market Alley.
- Staff are finalizing plans for the 230th Celebration of the Historic City Farmers' Market on August 17. We will be having festivities in both inside and outside the Market.
-

This Week's Headlines and Media Releases:

- Northwestern Mutual Celebrates Grand Opening in New Offices
- City and Partners Dedicate Memorials to Civil War Veterans
- City Residents Urged to Use Caution With Door-to-Door Sales Representatives
- E-casts:
 - o A Special Invitation Grand Opening and Ribbon Cutting for Northwestern Mutual
 - o A Special Invitation Groundbreaking for Lyon Post #31 Memorial
 - o City Center Business Alert: Augustoberfest Sponsorships Now Available

Channel 25: Watch the City Newsroom at the top of every hour. This week's news stories include:

- Augustoberfest Preview
- Hagerstown Dog Park Grand Opening
- Color Splash 5K Promotion

- Music by the Lake Promotion
- Jonathan Hager House Profile

City Website:

- Website analytics for www.hagerstownmd.org for the week of July 13 - July 19:
 - ◊ Website traffic was slightly lower this week as about 5,000 people viewed more than 13,500 pages.
- Top Content:
 - ◊ Home page 4,662 visits
 - ◊ Jobs page 828 visits
 - ◊ Calendar 246 visits

PLANNING & CODE ADMINISTRATION DIVISION

New Businesses:

- 13 North Locust Street, Apt. D – Better Cleaning, Inc. – home office for a cleaning business.
- 27 West Washington Street – Pretty Little Girls Boutique – children’s clothing and accessories.

Historic District Commission – The HDC reviewed the following cases on July 11:

- 122-128 North Potomac Street – Washington County Department of Social Services – approved request for a temporary banner.
- 826 The Terrace – Karl Sanford – approved application for a replacement storm door.
- 2 West Washington Street – Sprouts Business Solutions – approved sign and grant.
- 2 West Washington Street – Sprouts Business Solutions – approved a façade grant to paint the façade.
- 908 The Terrace – Eleanor and Martin Brown – approved an amended application to replace all windows with vinyl windows and to replace an existing louver in the attic with a window to match the windows being used on the first floor.
- 27 South Potomac Street – The Maryland Theatre Association, Inc. – approved sign and grant.
- 23 South Potomac Street – The Maryland Theatre Association, Inc. – approved sign and grant.
- 36-40 North Potomac Street – City of Hagerstown – approved awnings.

West City Elementary School Site Layout Meeting: Planning Staff attended a public meeting Tuesday evening, July 16th at Salem Avenue Elementary, on a proposed site layout of the West City Elementary School. The meeting, which was hosted by Washington County Public Schools and Bushey, Feight, Morin Architects, gave residents an opportunity to review and comment on the proposed layout. The layout is consistent with the recommended condition of approval concerning site orientation for the pending PUD rezoning to allow the school in Hager’s Crossing.

Weekly Activity Report: July 8 – July 12, 2013

PERMITS								
TYPE	NUMBER OF NEW APPLICATIONS							NUMBER ISSUED
Building	11	Residential -	9	Commercial -	2	Other -	0	6
Electrical	10	Residential -	5	Commercial -	3	Other -	2	11
Plumbing	10	Residential -	8	Commercial -	1	Other -	1	9
Mechanical	8	Residential -	5	Commercial -	3	Other -	0	7
Engineering Dept.	18							17
TOTAL	57		27		9		3	50

Est. Value of Issued Building Permit Projects:		Fiscal Year Totals:
Residential	\$ 5,500.00	\$ 24,900.00
Commercial	\$ 8,400.00	\$ 18,400.00
Apartment	\$ 2,500.00	\$ 2,500.00
Sign	\$ 20,000.00	\$ 20,000.00
TOTAL	\$ 36,400.00	\$ 65,800.00

RENTAL LICENSES FOR PROGRAM YEAR EFFECTIVE JULY 1, 2013

<u>NUMBER</u>	<u>FACILITIES</u>	<u>UNITS</u>
Registrations Received	76	232
New Applications Issued	3	3
Total Registered	2584	7167
Percentage of total invoiced	80.2%	82.6%

Notes: The 2013-2014 rental license renewals for 8678 units in 3220 facilities were printed and mailed on May 1, 2013. The first "Past Due" notice was mailed on July 5 to those still outstanding.

PAYMENT

Total Payments Received	\$ 11,600
Adjustments	\$ 1,050

INSPECTIONS

<u>TYPE</u>	<u>NUMBER CONDUCTED</u>
Building	42
Electrical	40
Plumbing	52
Mechanical	18
Safety	13
Neighborhood Vitality	34
Quality of Life	3
Preventive Maintenance	3
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. **Fairgrounds Park** Staff is working at removing some of the old deteriorated blacktop near the Entrance Building and Grandstand to improve the appearance. The new basketball court is complete and is getting a LOT of use when the weather is not too hot. Staff continues to search for the best place to relocate the sand volleyball court where it will be visible.

This week the water fountains were installed in the dog park along with sod adjacent to them to minimize the mud. We are installing the screen on the southern fence and removing the barb wire brackets for the old fence. The dog park is complete except for the security cameras (in process), getting grass reestablished, and putting up the donor sign.

2. **Park Circle Bike Path** Work continues on this project and it seems there is a "surprise" every day. We have uncovered several old storm drain inlets and pipes that are not on any record drawings of the City. This has slowed progress as we work our remedial plans. Many thanks to the Sewer Division staff for assistance with the flusher truck and use of the camera to view the inside of the lines.
3. **Midtown Motel Demolition** Work should be substantially complete on this demolition next week.
4. **Potterfield Pool** After several years of growth, attendance at the pool so far this year is down a very disappointing 30% . We are evaluating what issues may be causing this. We continue to make improvements to the pool as the pavilion is complete, and the shade structures are being installed. We are beginning the planning for a "sprayground" in the baby pool area for next season (if possible).

POLICE DEPARTMENT

STATS:

Calls for Service:	1,803	Field Interviews:	34
Arrests/Warrants Served:	24	Moving Violations:	39
Domestic Violence Calls:	18	Parking Violations:	7
DUI Arrests:	0	Safety Repair Orders:	7
Reports Filed:	154	Warnings:	96

REPORTS:

- **07/11/13:** Officers responded to Dual Highway for a reported robbery. The victim stated he was robbed in the 200 block of East Washington Street. Accordingly to the victim, he was approached by a black male wearing a red shirt and blue jeans. The suspect pulled out a black handgun and pointed it at the victim. The suspect removed the victim's wallet and was joined by another black male wearing a white shirt. The males were last seen headed southbound. The area was checked for the two suspects however they were not located.
- **07/15/13:** Officer T. Helman responded to Martin's Storage located on Pennsylvania Avenue for a reported theft. They advised that two metal ramps were missing from the business. The ramps are valued at \$2,000. Both Maryland Metal locations were checked for the ramps and both advised they have not received any ramps.
- **07/17/13:** An officer was dispatched to West Side Avenue in reference to a theft from a motor vehicle. The victim stated she was dropping off her daughter at daycare and neglected to lock her vehicle. When she returned her purse was gone. She was advised to cancel all credit cards. There are no further details at this time.

OTHER NEWS/INFORMATION:

- **Congratulations:** Sgt. Mark Renner has been named as the Officer of the Month for June 2013. Sgt. Renner has been employed by the City of Hagerstown for 30 years and is currently assigned to the Uniform Patrol Division's Alpha Platoon.

On June 10, 2013 Sgt. Renner and other officers responded to a call for a suicidal male. Officers observed that the male had a pocket knife. Sgt. Renner engaged the male in conversation and was able to persuade him to put the knife down and open the door. Based on Sgt. Renner's calm,

professional demeanor, the situation was resolved peacefully without injury to any of the individuals involved. The Hagerstown Police Department is proud to have dedicated officers and supervisors such as Sgt. Renner as one of its own and congratulates him for a job well done.

- **Grants Awarded to HPD:**

- ◇ The Hagerstown Police Department has been awarded the "**Safe Streets Grant**" in the amount of \$209,000. The grant monies will be used to address high incidents of violent crime in the city and surrounding areas. The focus is to aggressively track and prosecute offenders to reduce violent crime and other criminal activity, capture timely data, and enhance existing partnership. Grant funds provide salary support for the department's Crime Analyst, a Coordinator Position, partial funding for two police officers, and support for a prosecutor and Sheriff's department overtime for warrant service. This is the second year of the Maryland Safe Streets Program for HPD.
- ◇ The Hagerstown Police Department received the "**Protective Order Entry/Service Grant**" in the amount of \$11,666.00 to be used for the timely entry and service of exparte/protective orders in the METERS/NCIC database. Grant funds also provide salary support.

PUBLIC WORKS

CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	1
Fire	1	1
Human Resources	0	0
Light	1	0
Parks & Engineering	1	2
Police	14	6
Public Works	6	3
Wastewater	4	4
Water	3	0
Weekly Totals	30	17

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.

Augustoberfest 2013: Mark your calendars now for Augustoberfest 2013! This event is scheduled for the weekend of August 24th and 25th. Parking in the Central Lot will be affected as is typically the case for this event. Details on parking will be forthcoming as the event draws closer.

Odds and Ends: Mowing and weed control continue throughout the city streets and traffic islands. The abundance of rain has kept the crews very busy. Storm drains are being reconstructed on the western end of Church Street in preparation for the street overlay project. The drains must be in good shape before the new asphalt is placed. Red curbs are getting a fresh coat of paint as are some of the parking spaces. Staff is currently refreshing the lines along Maryland Avenue. Equipment within the cabinets of the traffic signals is being tested to ensure they function properly.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

1. **Problem Areas.** Recent call-outs included:
 - Fri. 7/12 - Various locations- (reconnections for non-payment). Time Out: 16.0-16.4
 - Various locations- (reconnections for non-payment). Time Out: 17.2-17.8

- Sat. 7/13 - 222 Summit Avenue- total outage; Lineworker found customer's meter had been stolen, missing meter replaced to restore power. Time Out: 11.8-13.2
- Sun. 7/14 - 940 Frederick Street- Miss Utility locate; our services were clear for the Water Dept to make repairs to water main break. Time Out: 17.5-18.0

2. **Distribution** Recent activity included:

- Metering Staff received no high bill complaints this week.
- Line crews continue annual feeder inspections for Mitchell 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
17	0	3	0

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

- Engineering staff reviewed and processed multiple building permits regarding fences and new construction involving HLD electrical distribution equipment, and created jobs for the repair of distribution and subtransmission facilities.

4. **Administration:**

- Staff completed and submitted the annual Net Metering Report Data Request #1 for the Maryland Public Service Commission.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, July 10, 2013	5.83	0.02
Thursday, July 11, 2013	5.83	0.00
Friday, July 12, 2013	6.17	0.28
Saturday, July 13, 2013	5.80	0.05
Sunday, July 14, 2013	5.74	0.00
Monday, July 15, 2013	5.69	0.00
Tuesday, July 16, 2013	6.48	0.00
Weekly - Avg. Flow / Total Rainfall	5.94	0.35
Monthly - Avg. Flow / Total Rainfall	5.94	1.41

Projects:

- No major projects this week.

Miscellaneous:

- Maintenance working on a signal problem with #2 Meth pump.
- In-plant PS, #5 pump back in service after fan replacement.
- UVT unit for UV disinfection systems was cleaned and calibrated.
- Pumping final clarifier #6 out to do repairs to drag structure after getting caught on weir plate bracket.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	2, 20	684	161	7
Flushing	2, 17	7,725		
Point Repairs		# of Repairs	Reason	L.F. of Repairs
Main Line Only	15	1	Broken Pipe	6.9

Collection System Maintenance Task

- CCTV 11514 Dellwyn and Spruce Street service connection.
- Cleaned in District 17 and WWTP plant, grinder bench work.
- Disassembled WWTP muffin monster.
- Replaced limit switch and some wet wires at Station 18.
- Pumped out tank at 11514 Dellwyn.
- Installed Bio-bags throughout infrastructure to control FOG.
- Installed cold patch at 1552 Dual Highway.
- Dye tested area drains and roof down spouts in walkway behind 16 North Potomac Street, found one floor drain and roof down spout connected to sanitary sewer.

Administration

Wastewater Division – Customer Call Log Summary 2013							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	1	1	1			1	4
YTD	41	30	7	7	8	27	120

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

Engineering:

- Staff participated in interviews for the Administrative Secretary position.
- Staff attended a development review meeting at the County Planning Office.

Wastewater Laboratory:

- Process and regulatory testing was routine for the week.

WATER DIVISION

Plant Flows - System Demand (MGD)

Date	Willson	Breichner	Total
7/11/13	13.99		13.99
7/12/13	11.57		11.57
7/13/13	11.40		11.40
7/14/13	11.87		11.87
7/15/13	12.49		12.49
7/16/13	12.68		12.68
7/17/13	12.87		12.87
Average			12.41

Water Production at RC Willson

- Operations

- Completing routine PMs.

- Maintenance

- R C Willson – Performed routine PMs.

- Instrumentation

- R C Willson – Troubleshooting a problem with the water feed to the traveling screens.
- Pump Stations – Working on a chlorine feed problem at P.S #3.
- Breichner Plant – Running conduit for the compliance alarm.

Water Production at Breichner

- The Edgemont Reservoir is currently -7.0'; 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 meter exchanges throughout the system. We repaired a leak on South Mulberry Street and have been working with contractors on Frederick Street, Sharpsburg Pike and North Mulberry Street.

Laboratory

- A new line installed on Sapphire Drive was tested and cleared for use. Also tested and cleared was the line on Frederick Street.
- Monthly Stage 2 THMs were collected.
- Process and regulatory testing was routine for the week.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Building Permit	30	9

- Staff attended a development review meeting at the County Planning Office.

Respectfully submitted,

Bruce Zimmerman
City Administrator