

City of Hagerstown, Maryland

Status & Information Report No. 34 for 2013

September 13, 2013

To Mayor Gysberts and Members of the City Council:

UPCOMING MEETINGS

SEPTEMBER 2013						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 HOLIDAY CITY OFFICES CLOSED	3 4pm Work Session	4	5	6 4pm Executive Session	7
8	9	10 4pm Work Session	11	12	13	14 12pm/Noon ColorSplash5K @ Fairgrounds Park
15	16	17 4pm Work Session	18	19	20	21
22	23	24 7pm Regular Session	25	26	27 Thunder in the Square	28 2pm Faire off the Square @ City Center
29	30					

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

BUSINESS & COMMUNITY RELATIONS DIVISION

1. **Grand Opening/Anniversaries:**

- The City of Hagerstown celebrated a 35th Anniversary Celebration for World Treasures Thrift Shop this week. World Treasures Thrift Shop opened in 1978 in its current location at 22 West Franklin Street. Proceeds from the store benefit world missions throughout the Mennonite Church, and there are 58 of these thrift shops operating in the United States. The money that the store generates helps projects that enhance agricultural education techniques, help individuals become self-sufficient, and increase education and peace relations. World Treasures Thrift Shop is operated through the Mennonite Central Committee (MCC).

- A Grand Opening and Ribbon Cutting for Weyira Olive Oil & Vinegar Tasting Gallery located at 1555 Potomac Avenue, Hagerstown, MD 21742 (Longmeadow Shopping Center) is slated for September 18 at 4:30 PM. Weyira Olive Oil & Vinegar Tasting Gallery offers over 45 flavors of the highest-quality fused and infused olive oils and vinegars from around the world including products from California, Italy, France, Australia, Peru, Morocco and Turkey. We will officially welcome this business and owner Sihin Tsegaye to Hagerstown.

2. **Events:**

- Wind Down Fridays are continuing each week at the Maryland Theatre.
- Hagerstown's City Center Zumba Fitness Party will be held on Friday, September 13 from 5:30 PM to 7:30 PM in the Elizabeth Hager Center lot. Advance tickets are \$10 Adult/\$5 children and at the door tickets are \$13 Adult/\$5 children. Instructors include Anita Binder, Kelsey Barnhart, Nichole Tarkanick, Rocco Lujan, Chanda Thompson, Rene Garcia Kesecker, Britt Gulley and Diana Reyes. Contact Anita Binder for Advance Tickets at 301-393-0884. Proceeds benefit the Community Free Clinic. Sponsors are the City of Hagerstown, The Downtown Alliance, The Gourmet Goat and Joseph L. Jefferson.
- The Historic Heights Neighborhood 1st Group is hosting a Porch-fest for Saturday, September 14, 2013 from 2:00 PM to 6:00 PM. The event brings together neighborhood organizations and residents; and, simultaneously, it will showcase the recently completed streetscape project and the historic architecture in this neighborhood.
- Reunion and Remembrance: Hagerstown Remembers Her Civil War Veterans will be held at Rose Hill Cemetery on September 21. This is part of the 150th Civil War Commemoration Events. The event will take place at two locations in the cemetery. The following items will be done during the ceremony; rededication of Washington Confederate Cemetery; unveiling of the renovated grave marker of Jacob Wheaton - the first African-American to vote in Maryland after the Civil War; rededication of the Reno Post #4 G.A.R. Memorial and dedication of a new memorial to Lyon Post #31 - an African-American post. The Rohersville Band and the Ebenezer Church Choir will provide music. Kelly Wright, the weekend anchor of the Fox News Channel, will be the Master of Ceremonies. **We have secured a keynote speaker. The keynote speaker is Col. Anthony G. Brown, United States Army Reserve; Lieutenant Governor of Maryland.**
- The City is again partnering with the Alsatia Club for Thunder in the Square. This event will occur on Friday, September 27 at 5:00 PM in City Center. The Cruisers will perform live in front of the Maryland Theatre. Additionally the Hub City Lindy Hop and the Hagerstown Municipal Band Big Band will be performing.
- Faire-off-the-Square will be held on Saturday, September 28 from 9:00 AM to 2:00 PM in the Elizabeth Hager Center. The nonprofit that the Downtown Alliance is working with this month is the Alsatia Club.
- Staff are working with the Downtown Alliance to roll out jazz nights in City Center at the end of September and beginning of October.
- Staff are working on the 2013 Harvest Hoedown for October 12 and City Center Ghost Tours on October 25.

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

- Free Electric Water Heater Blankets Available for Qualifying HLD Customers
- Grace Academy Hosts Variety Show for Arts in the Park
- Zumba Fitness Party Takes Over City Center!
- Downtown Retailer Celebrates 35 Years in Business
- E-casts:
 - City Center Business Alert - September 2013

4. **Channel 25:**

- Watch the City Newsroom at the top of every hour. This week's news stories include:
 - Remembrance in the Park Wrap-Up
 - Porchfest Preview

- Dairy Manufacturing Returns to Former Unilever Plant
- City of Hagerstown Assists in Duvinage Business Expansion
- Pooch Plunge at Potterfield Pool
- In Production:
 - Dog Park Educational Video
 - Bicycle Safety Video

5. **Websites:**

- **City of Hagerstown YouTube:**

- New videos uploaded this week:
 - September 10 Mayor & Council Meeting
 - Remembrance in the Park 2013
 - Historic Heights First Annual Porchfest
 - Zumba Fitness Party in City Center

- **City Website:**

- Website analytics for www.hagerstownmd.org for the week of September 5 - September 11:
 - Web traffic was average for the week with over 5,000 people viewing more than 13,700 pages on the City website.
- Top Content:
 - Home page 4,777 visits (-2%)
 - Jobs page 795 visits (no change)
 - Calendar 308 visits (-9%)

PLANNING & CODE ADMINISTRATION DIVISION

1. **New Businesses:**

- 1075A Sherman Avenue – Jenesia 1, Inc. – security installation company.

2. **New Development Cases:**

- 830 Florida Avenue – The ARC of Washington County – minor site plan for a 25 x 30-foot car detailing building.

3. **Planning Commission:** The Planning Commission reviewed the following cases on September 11:

- 216 North Cleveland Avenue – The commission recommended that an alley quitclaim request be approved.
- 21 Willard Street – Washington County Senior Center - Conceptual approval was given for the site plan for storm water management.

3. **Weekly Activity Report:** September 3–6, 2013

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	3	Residential -	2	Commercial -	0	Other -	1	7
Electrical	16	Residential -	9	Commercial -	6	Other -	1	15
Plumbing	9	Residential -	7	Commercial -	2	Other -	0	9
Mechanical	6	Residential -	6	Commercial -	0	Other -	0	6
Engineering Dept.	4							3
TOTAL	38		24		8		2	40

Est. Value of Issued Building Permit Projects:		Fiscal Year Totals:
Residential	\$ 361,700.00	\$ 3,223,323.00
Commercial	\$ 125,500.00	\$ 757,643.00
Apartment	\$ 1,500.00	\$ 32,000.00
Sign	\$ 0.00	\$ 40,753.00
TOTAL	\$ 488,700.00	\$ 4,053,719.00

Construct two single family homes in Collegiate Acres - \$360,000

Tenant fit-out for Studio 6, a gym, at 12920 Conamar Drive - \$80,000

RENTAL LICENSES FOR PROGRAM YEAR EFFECTIVE JULY 1, 2013

<u>NUMBER</u>	<u>FACILITIES</u>	<u>UNITS</u>
Registrations Received	29	121
New Applications Issued	9	64
Total Registered	2902	8047
Percentage of total invoiced	90.6%	92.2%

Notes: The 2013-2014 rental license renewals for 8678 units in 3220 facilities were printed and mailed on May 1, 2013. The second "Past Due" notice was mailed on August 5 to those still outstanding. This included a \$50 per facility late fee.

PAYMENT

Total Payments Received \$ 6,050

Adjustments \$ 150

INSPECTIONS

<u>TYPE</u>	<u>NUMBER CONDUCTED</u>
Building	32
Electrical	38
Plumbing	35
Mechanical	11
Safety	27
Neighborhood Vitality	88
Quality of Life	3
Preventive Maintenance	21
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. **Route 40 Pavement** SHA plans to try an "experimental" treatment to fix the subsiding pavement in the 600, 700, and 800 blocks of West Franklin Street; the areas to be patched are already marked with white paint. From their description, they will be injecting a urethane-like material into the road subgrade to strengthen it; they are scheduled to do this work in early October.

Also next Spring, SHA plans to mill and overlay Washington and Franklin Streets between Nottingham Road and Cannon Avenue. This will obviously be a very disruptive project; they are considering doing some/most of the work at night to minimize daytime conflicts with businesses, schools, etc. As with any overlay project, there will be a lot of issues with manholes, valve boxes, etc. We will keep you posted on this project as well.
2. **Stormwater** Staff attended a meeting where Frederick County gave a presentation on WIP/Accounting for Growth. "Phase I" stormwater counties are trying to develop a fee the development will have to pay in addition to providing stormwater management. They tentatively estimated the cost to offset 1 pound of Nitrogen at \$3,500. This is clearly not good news for economic development in Maryland.
3. **Hagerstown Golf Course** Dug out and poured concrete for the second traffic island in golf course parking lot. Started on last traffic island and then will work on replacing driveway entrance and ramps for handicap accessible walkway prior to paving next week.
4. **Events** Staff prepared for "Remembrance in the Park" held in City Park for 9-11 memorial ceremony at tribute garden. Preparing for Color Splash on Saturday (9/14) and Hispanic Festival on Sunday (9/15) in Fairgrounds Park.
5. **Engineering Division Items**

Traffic issues		
Description	Week of 9/9/13	Year-to-Date
Traffic complaints received	11	103
Work Orders completed	10	93
Traffic counts completed	0	17
Construction Projects		
Description	Week of 9/9/13	Year-to-Date
Projects advertised for bids	1	23
Projects under construction	6	11
Projects completed	0	5

POLICE DEPARTMENT

1. **STATS**

Calls for Service:	1,940	Field Interviews:	20
Arrests/Warrants Served:	26	Moving Violations:	49
Domestic Violence Calls:	29	Parking Violations:	10
DUI Arrests:	2	Safety Repair Orders:	26
Reports Filed:	209	Warnings:	94

2. **REPORTS**

- **09/05/13**: Officer Rutkowski responded to East Wilson Boulevard in reference to a burglary report. The officer met the property manager of this residence and was advised he found the basement door open. Upon further investigation he noticed copper piping was missing from the basement. The manager stated the windows and doors of this property were checked yesterday and all were secured. There were no signs of forced entry to the basement. There are currently no suspects at this time.

- 09/08/13: Officer Reese was dispatched to the Dagmar Hotel for an assault report. The victim stated he was assaulted by a person with the street name "Man-Man". The victim stated that Man-Man pushed him to the ground, took his cell phone and then fled the area. Photos were taken of the victim's head injury. No further information is available at this time.
- 09/10/13: Officer Dean responded to Avalon Avenue for a burglary in progress. It appeared that the door had been kicked in or hit with something which caused the dead bolt to bust the door jam. There are no suspects and no additional information.
- 09/10/13: Officer McKenzie responded to Rock Willow Avenue for a reported theft from a motor vehicle. The owner advised when he entered his vehicle he noticed there were papers from the glove box scattered on the floor. He then noticed some missing CD's and money. There were no signs of forced entry. The owner was unsure if he had secured the vehicle for the night. No further information is available at this time.

3. **OTHER NEWS/INFORMATION**

- **Officer of the Month**: Officer Ron Isaacs has been selected as the Officer of the Month for August 2013. Officer Isaacs has been employed by the City of Hagerstown for over five years and is currently assigned to the Uniform Patrol Division's Delta Squad.

Officer Isaacs was nominated by one of his supervisors for his dedication and problem solving skills in dealing with the issues in his assigned patrol area. Recently, Officer Isaacs was confronted with an on-going issue of juveniles loitering and causing problems at a particular location. Over time, Officer Isaacs focused his attention on the problem area and was able to alleviate the problem much to the delight of the citizens in the neighborhood. Because of his problem solving skills and his commitment and dedication to the citizens in his assigned area, Officer Ron Isaacs was selected as the Hagerstown Police Department Officer of the Month for August 2013. The Hagerstown Police Department is proud to have dedicated officers such as Officer Ron Isaacs as one of its own and congratulates him for a job well done.

PUBLIC WORKS

PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	175	176
	University District Deck	415	370
	Downtown Parking Lots	377	375
Number of Patrons Using Decks	A & E Deck	1,475	1,653
	University District Deck	1,630	1,529
Sales of Discount Coupons		50	0
Number of Citations Issued	(Includes Warnings)	201	139
Number of Late Payment Notifications		69	NA
Number of Cars Booted		0	0

PARKING ISSUES: Barbara Ingram School for the Arts staff recently met with City staff to discuss ways to save money on parking. The school purchases over \$16,000 per year in parking permits and coupons for visitors and adjunct teachers. Staff provided several options to the school that could save the school thousands of dollars. For now, the school has decided to keep their current parking arrangements for permits. However, in lieu of parking coupons, the school did opt to validate parking. School staff feels this may be a better way to control costs for visitors and adjunct teachers. City staff has provided a new validation machine for the school's use.

Due to increased use of the parking decks, no additional permits are currently being sold to either deck. Both decks have more permits issued than spaces. This is allowable since staff monitors the use of the permits and understands the trends of those using the permits. Transient parking is still available in both parking decks.

Finally, repairs to the University District Parking Deck should begin soon. Staff is meeting with the contractor on September 12th for a pre-construction meeting. Work should be completed somewhere around the end of November or early December depending upon the weather. Work includes multiple brick and concrete repairs, joint sealing, coping stone repairs and the coating of the top floor to prevent water infiltration.

CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	0
Fire	1	3
Human Resources	0	0
Light	4	2
Parks & Engineering	1	1
Police	7	8
Public Works	6	3
Wastewater	2	1
Water	4	3
Weekly Totals	25	21

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:
 - Fri. 9/6 - Various locations- (reconnections for non-payment). Time Out: 16.0-16.4
 - Mulberry Street & Ray Street - transformer failure; lineman replaced (1) 15KVA transformer with a new 25KVA transformer to restore power. Time Out: 18.0-19.6
 - 159 West Washington Street (rear) - total outage; recloser locked-out due to downstream transformer failure. Time Out: 23.4-4.0
 - Sun. 9/8 - 61 East North Avenue- fire; Lineman removed two meters due to house fire. Time Out: 10.1-10.6

2. **Distribution** Recent activity included:
 - Metering Staff received two high bill complaints this week; upon testing, meters were found to have met all Public Service Commission requirements.
 - 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.
 - A mass tree trimming effort was made on the Fairgrounds substation Feeder #1.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
10	0	3	0

3. **Engineering**

Staff worked on the following projects:

- Review and approval of multiple permits, electrical service upgrades, and site plans on HLD's system were completed.
- Distribution system protecting devices were reviewed for proper placement and operation.
- Investigation of excess gassing continues on one of HLD's ABB Substation Power Transformers at the ABB Small Power Transformer Plant in South Boston, Virginia. Staff is anxiously awaiting the findings and remedies so this unit can be returned to HLD and placed back online.

4. **Administration**

- Staff participated in a telephone conference with SunCertain to open another discussion regarding a land lease agreement at the Breichner Water Treatment Plant in Smithsburg. The purpose of this lease would be for third party installation and maintenance of a 2MW+ solar array.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, September 4, 2013	5.08	0.00
Thursday, September 5, 2013	5.26	0.00
Friday, September 6, 2013	5.03	0.00
Saturday, September 7, 2013	4.74	0.00
Sunday, September 8, 2013	4.99	0.05
Monday, September 9, 2013	4.99	0.00
Tuesday, September 10, 2013	5.08	0.00
Weekly - Avg. Flow / Total Rainfall	5.02	0.05
Monthly - Avg. Flow / Total Rainfall	5.09	0.78

Miscellaneous

- Plant maintenance found a major leak on the Ferric Chloride line at the injection port on the filter feed static mixer. After several hours we were able to cut the 1" piping and cap it off with a compress fitting with a ball valve. We also had to place a temporary repair band around the 36" pipe to stop leaks that were coming through the 36" S/S piping.
- Maintenance removed the damaged metal framing from the rotating mechanism in final clarifier no. 6 with the assistance of the Water Department's crane.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	7,8,15	661	190	14
Flushing	21	5156		
Point Repairs		# of Repairs	Reason	L.F. of Repairs
Lateral Only	2	1 New Service	New Service	41
Main & Lateral	16	1	Roots	8

Collection System Maintenance Task

- Installed Bio-Bags throughout infrastructure to control FOG.
- Replaced Canister discharge pipe assembly at 11325 Eastwood Drive.

- Replaced pump core at 11319 Eastwood Drive.
- Installed new sewer service at 1313 Oak Hill Avenue.
- Rattling/loose manhole complaint at 403 Cornell Avenue packed rim to stop noise.
- Odor complaint from 435 Prospect Street, flushed main.

Administration

Wastewater Division – Customer Call Log Summary 2013							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	1	0	0	1	0	1	3
YTD	56	45	10	8	8	48	175

* 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 the City Permits staff to continue streamlining the sewer permits process.
- Staff attended a Partnering/Progress meeting at the State Highway Administration.
- Staff met with County Engineering staff and Milani Construction representatives to discuss sewer relocations on the Robinwood Corridor II project.

Wastewater Laboratory

- Gary Palmer is recovering nicely from his knee surgery. He's up and walking no cane or crutches, but they told him not to drive yet.
- We are changing out the huge filters in our post de-ionization unit. We typically do this once every two years.
- Process and regulatory testing was routine for the week.

WATER DIVISION

Plant Flows - System Demand (MGD)

Date	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
9/04/13	12.14		12.14
9/05/13	12.18		12.18
9/06/13	12.04		12.04
9/07/13	11.66		11.66
9/08/13	12.09		12.09
9/09/13	12.17		12.17
9/10/13	12.37		12.37
Average			12.10

Water Production at RC Willson

- *Operations*
 - Completing routine PMs.

- *Maintenance*

- R C Willson – Performing routine PMs.
- R C Willson – Working on the filter air scour.
- R C Willson – Replaced batteries in the MTU generator.

- *Instrumentation*

- R C Willson – Working on the filter air scour.
- Pump Stations – Working on the installation of a new large pump at P.S. #6.
- Pump Stations – Completed new communications at Orchard Hills and Mack Tanks.
- Pump Stations – Load tested the generators at P.S. #2, 3 and 6.

Water Production at Breichner

- The Edgemont Reservoir is currently at -9.0'; the bypass and the hydrant are 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 are replacing valves on Frederick Street and replacing several hydrants that were damaged. We are also installing new services on Wisteria Way.

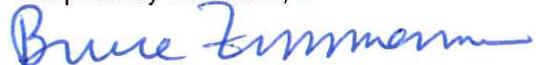
Laboratory

- THMs results were received; they were typical for this quarter.
- Lab results came in for our first USEPA quarterly UCMR 3 (Unregulated Contaminant Monitoring Rule) testing. The results showed trace levels of certain naturally occurring contaminants, but the levels were all much lower than levels USEPA studies have shown to have no adverse effects on either humans or the environment.
- Process and regulatory testing was routine for the week.

Engineering

Reviews:	<u>City</u>	<u>County</u>
Site Plan	2	2
Final Plat		1
Entrance Utility Plan		1
Building Permit	8	

Respectfully submitted, -



Bruce Zimmerman
City Administrator