

City of Hagerstown, Maryland Status & Information Report No. 35 for 2013

September 20, 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:** A Grand Opening and Ribbon Cutting was held for Weyira Olive Oil & Vinegar Tasting Gallery located at 1555 Potomac Avenue, Hagerstown, MD 21742 (Longmeadow Shopping Center). 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.
2. **Events:**
 - Wind Down Fridays are continuing each week at the Maryland Theatre.
 - Hagerstown's City Center Zumba Fitness Party was held on Friday, September 13 from 5:30 PM to 7:30 PM in the Elizabeth Hager Center Lot. Proceeds benefitted the Community Free Clinic, and sponsors included the City of Hagerstown, The Downtown Alliance, The Gourmet Goat and Joseph L. Jefferson. The event raised \$930 for the Community Free Clinic.

- **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 ceremony includes; a rededication of Washington Confederate Cemetery; an unveiling of the renovated grave marker of Jacob Wheaton - the first African-American to vote in Maryland after the Civil War; a rededication of the Reno Post #4 G.A.R. Memorial and the 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. **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. Live in front of the Maryland Theatre is the Cruisers and in City Center will be the Hub City Lindy Hop and The Hagerstown Municipal Band Big Band.
 - 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 on the 2013 Harvest Hoedown for October 12 and City Center Ghost Tours on October 25.
3. **City Market:**
- Master Gardeners present another installment of their Parent-Child learning activities with "Apeeling Apples" - a learning opportunity on the apple and all its great qualities. Visit Market Alley for opportunity to participate.
 - Lou Scally of WJEJ will be hosting a live broadcast at Market this week. He will be on-site 8:30 AM to 10:00 AM.
4. **This Week's Headlines and Media Releases:**
- MD Lieutenant Governor Will Serve as Keynote Speaker for Civil War Memorial Event
 - Olive Oil and Vinegar Tasting Gallery Celebrates Grand Opening
 - Fire Damages Building on W. Franklin St.
 - Video Blasts:
 - WATCH THIS!!! HEAL's Color Splash 5K at Fairgrounds Park
5. **Channel 25:**
- Watch the City Newsroom at the top of every hour. This week's news stories include:
 - HEAL's Color Splash 5K Wrap-Up
 - Remembrance in the Park Wrap-Up
 - Dairy Manufacturing Returns to Former Unilever Plant
 - City of Hagerstown Assists in Duvinage Business Expansion
 - Pooch Plunge at Potterfield Pool
 - In Production:
 - 140 South Potomac Street Revitalization
 - Dog Park Educational Video
 - Bicycle Safety Video

6. **Websites:**

- **City of Hagerstown YouTube:**

- New videos uploaded this week:
 - ▶ September 17 Mayor & Council Meeting
 - ▶ Family Farmers Will Make Dairy Products in Former Unilever Facility
 - ▶ Color Splash 5K Wrap-Up
 - ▶ Reunion and Remembrance: Hagerstown Honors Her Civil War Veterans

- **City Website:**

- Website analytics for www.hagerstownmd.org for the week of September 5 - September 11:
- Web traffic was slightly higher this week with nearly 6,000 people viewing more than 15,600 pages on the City website.
- Top Content:
 - ▶ Home page 5,814 visits (+8%)
 - ▶ Jobs page 1,741 visits (+210%)*
 - ▶ Calendar 532 visits (+15%)

*Human Resources reports a significant number of applications being received online for an advertised position, which would attribute to the increase in traffic on the Jobs page.

PLANNING & CODE ADMINISTRATION DIVISION

1. **New Businesses:**

- 1225 Maryland Avenue – Capitol Building Supply – reseller/distributor of building materials and supplies.

2. **Planning Commission:** The Planning Commission will review the following cases on September 25:

- 400 West Memorial Boulevard – GTS Welco – concept plan for storm water management.

3. **Historic District Commission:** The HDC reviewed four cases on September 12:

- 83 West Washington Street – Columbia Bank – approved an application for an ATM sign at Columbia Bank.
- 34 West Franklin Street – Wilson Forte, LLP – approved a proposal to replace T-111 siding on the mansard with slate-like shingles.
- 15 West Washington Street – Fat Cats Deli – approved a request for a projecting sign.
- One North Potomac Street – Bikle's Snow, Skate & Surf – approved two projecting signs and several graphic flat-mounted signs.
- On September 26, the HDC will review the following cases:
 - 111 East North Avenue – Mary Hoffman – fence
 - 111 West Washington Street – Charles Bailey, Attorney at Law – sign
 - 60 West Washington Street – University System of Maryland at Hagerstown – awnings (revision)

4. **Board of Zoning Appeals:** The BZA heard two cases at its September 18 hearing:

- 30 West Baltimore Street – WLR Holding Company – granted a request for an expansion of a nonconforming use for an addition to a car wash facility.

- 49 East Baltimore Street – Rodrigo Avellaneda – granted a variance to reduce the front setback for a stairway enclosure from 15 feet to zero feet.

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

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	13	Residential -	3	Commercial -	4	Other -	6	12
Electrical	12	Residential -	7	Commercial -	4	Other -	1	11
Plumbing	8	Residential -	7	Commercial -	1	Other -	0	7
Mechanical	6	Residential -	5	Commercial -	1	Other -	0	6
Engineering Dept.	8							9
TOTAL	47		22		10		7	45

Est. Value of Issued Building Permit Projects:		Fiscal Year Totals:
Residential	\$ 108,760.00	\$ 3,332,083.00
Commercial	\$ 100,000.00	\$ 857,643.00
Apartment	\$ 0.00	\$ 32,000.00
Sign	\$ 7,800.00	\$ 48,553.00
TOTAL	\$ 216,560.00	\$ 4,270,279.00

Interior renovation to Bob Evans and exterior painting at 190 Railway Lane - \$75,000
 Small addition to enlarge existing bath to become ADA bathroom at 209 West Irvin Avenue - \$35,000

RENTAL LICENSES FOR PROGRAM YEAR EFFECTIVE JULY 1, 2013		
<u>NUMBER</u>	<u>FACILITIES</u>	<u>UNITS</u>
Registrations Received	7	29
New Applications Issued	4	4
Total Registered (includes those added since 5/1/13)	2909	8076
Percentage of total invoiced that are registered	90.6%	93.0%

Notes: The 2013-2014 rental license renewals for 8,678 units in 3,220 facilities were printed and mailed on May 1, 2013. The final "Past Due" notice was mailed on Sept 9 to those still outstanding. This included a \$100 per facility late fee. Those who remain outstanding in early October will be subject to a \$500 fine.

PAYMENT	
Total Payments Received	\$ 1,450
Adjustments	\$ 300

INSPECTIONS	
<u>TYPE</u>	<u>NUMBER CONDUCTED</u>
Building	35
Electrical	40
Plumbing	14
Mechanical	11
Safety	12
Neighborhood Vitality	67
Quality of Life	1
Preventive Maintenance	0
Planning & Zoning	0

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

- Dog Costume Parade** Staff is working to provide “programs” at the dog park. One such event is the 1st Annual Howloween Dog Costume Parade, Saturday, October 26, 2013, Dog Park at Fairgrounds Park, 12–2 p.m. This will occur prior to the Spooky Sprint & Mummies Parade.
- Attendance Figures**

Golf Course Tournaments	
August 2013	2
Golf Course Attendance	
	Monthly Total
August 2013	1,620
August 2012	1,685
August 2011	1,633
August 2010	1,513
Hager House Attendance	
	Monthly Total
August 2013	161
August 2012	32
Train Museum Attendance	
	Monthly Total
August 2013	184
August 2012	126

- Engineering Division Items**

Traffic issues		
Description	Week of 9/16/13	Year-to-Date
Traffic complaints received	7	110
Work Orders completed	8	100
Traffic counts completed	0	17
Construction Projects		
Description	Week of 9/16/13	Year-to-Date
Projects advertised for bids	1	24
Projects under construction	5	11
Projects completed	1	6

4. **Winterizing** We are winterizing the pool facilities and removed the shade canopies, to be stored over the winter months. Since the baseball season is now over, we are also winterizing the stadium facilities and removing the shade canopies as well.
5. **Pavement Preservation** The next two weeks, Craig Paving will return to complete the isolated patches, mill, and overlay sections of several streets including Burhans Boulevard (milling will be done at night), Summit Avenue, Sunset Avenue, View Street, and the Golf Course parking lot.
6. **USA Today** Did everyone catch that our recycling program was mentioned in this past Wednesday's issue?

POLICE DEPARTMENT

1. **STATS**

Calls for Service:	1,951	Field Interviews:	59
Arrests/Warrants Served:	25	Moving Violations:	67
Domestic Violence Calls:	21	Parking Violations:	6
DUI Arrests:	0	Safety Repair Orders:	17
Reports Filed:	196	Warnings:	79

2. **REPORTS**

- **09/13/13**: Officer Oates was dispatched to Auto Zone on Dual Highway in reference to a theft. The victim advised her credit card had been stolen while staying at the Super 8 Hotel. The bank advised the card had already been used to make withdrawals. No further information is available at this time.
- **09/14/13**: Officer McKenzie responded to Devonshire Road for a reported burglary. The victim stated there were several items of value taken from the residence. The point of entry was made from a window on the side porch (located on the Church Street side). Neighbors saw nothing suspicious. No further information is available at this time.

3. **OTHER NEWS/INFORMATION**

- **Congratulations and Welcome Aboard**: On September 13, 2013 the Hagerstown Community College Police Academy graduated 18 students. Graduates of the Academy received certification to work at any police department in Maryland, with the exception of Maryland State Police, which has its own training facility. HPD hired eight of those officers and they were sworn in by the Mayor of Hagerstown prior to the graduation ceremony. Those sworn in include:
 - ▶ **Officer Kristen Craft**: Kristen is just a few credits short of her Bachelor's Degree and is a veteran of the U.S. Air Force. She was selected Class Leader for the session and is the recipient of the Director's Award.
 - ▶ **Officer Richard Hartman**: Richard is a former member of the Army and is currently serving in the Army National Guard. He served as a Squad Leader for the class and is the recipient of the Firearms Skills Award.
 - ▶ **Officer Gar Lam**: Gar has a BS degree in law and society from Frostburg State University.
 - ▶ **Officer Aaron Leyo**: Aaron is a former correctional officer who has a BS in Criminology from Mount Aloysius College.
 - ▶ **Officer Steven Lucas**: Steven graduated from Penn State with a BA in Crime, Law and Justice. He served as a Squad Leader for the class.

- ▶ Officer Daniel Monn: Daniel is a former U.S. Marine who obtained his BS from Kaplan University and his MA from Winebrenner Theological Seminary. He served as a Squad Leader for the class and was voted as Class Speaker, and is the recipient of the Academic Award.
- ▶ Officer Gregory Pheabus: Gregory is a former All-State middle linebacker who was the quiet leader of the class.
- ▶ Officer Ashley Redman: Ashley is a former emergency communications center dispatcher. Her positive personality added to the success of the class.

PUBLIC WORKS

PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	177	175
	University District Deck	419	415
	Downtown Parking Lots	377	377
Number of Patrons Using Decks	A & E Deck	1,698	1,475
	University District Deck	2,127	1,630
Sales of Discount Coupons		0	50
Number of Citations Issued	(Includes Warnings)	198	201
Number of Late Payment Notifications		42	69
Number of Cars Booted		0	0

CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	1	0
Fire	2	1
Human Resources	0	0
Light	2	4
Parks & Engineering	1	1
Police	8	7
Public Works	3	6
Wastewater	0	2
Water	5	4
Weekly Totals	22	25

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:
 - Thur. 9/12 - Various locations – (reconnections for non-payment). Time Out: 16.0-16.6
 - Sat. 9/14 - 9 West Franklin Street- Fire; meters were removed at request of HFD due to house fire; upon repairs and inspections, meters will be reinstalled at later date. Time Out: 0.6-1.6

- Sun. 9/15 - 20 Elizabeth Street- Meters were removed at the request of the Electrical Inspector due to hazardous conditions. Time Out: 12.3-12.8
- 575 Liberty Street- Squirrel caused line fuse to operate, (1) 10T fuse and (1) 20T fuse were replaced to restore power. Time Out: 18.8-19.4
- Mon. 9/16 - 124 North Cannon Avenue- total outage; Customer's meter socket was burned up and advised for an electrician to make repairs. Time Out: 21.6-22.8
- Various locations- (reconnections for non-payment). Time Out: 16.0-16.3
- Various locations- (reconnections for non-payment). Time Out: 17.3-17.7
- Tues. 9/17 - 162 West Washington Street- total outage; bird caused transformer fuse to operate, (1) 15T transformer fuse replaced to restore power. Time Out: 17.5-18.4

2. **Distribution** Recent activity included:

- Metering Staff received no high bill complaints this week.
- Line crews continue trimming trees on the subtransmission system and distribution system.
- Line crews performed various service upgrades and meter installations.
- Continued with pole inspections and re-tagging throughout the City.
- Crews participated in the HLD annual safety rodeo to practice pole climbing and rescue skills.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
11	0	4	0

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

- Staff reviewed the different fall protection devices on the market to make an informed decision when it comes time to bid and purchase.
- Staff continues to enter and update GIS software data.
- Several permits and plans were reviewed for comment.

4. **Administration:**

- Administrative staff attended an administrative meeting held at the Public Service Commission in Baltimore. The tariff change filing to introduce late payment fees to customer bills has been approved by the Commission to be effective October 1, 2013.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, September 11, 2013	5.00	0.00
Thursday, September 12, 2013	5.07	0.00
Friday, September 13, 2013	4.87	0.00
Saturday, September 14, 2013	4.71	0.00
Sunday, September 15, 2013	4.83	0.00
Monday, September 16, 2013	5.01	0.14
Tuesday, September 17, 2013	4.96	0.00
Weekly - Avg. Flow / Total Rainfall	4.19	0.14
Monthly – Avg. Flow /Total Rainfall	5.02	0.92

Miscellaneous

- Maintenance attempted to seal the leak on the 36" S/S static mixer caused by the ferric chloride with quick set epoxy. Three additional leaks developed by the time we were done. Maintenance will attempt another try to seal all the leaks later this week.
- No other major projects this week.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	8	717	246	24
Flushing	2,21	8033		
Point Repairs		# of Repairs	Reason	L.F. of Repairs
Lateral Only	21	1	Guide wire rod through pipe	14.3
Main & Lateral	15	2	Structure Repair	17 V.F

Collection System Maintenance Task

- Cleaned wet well at station 2.
- Installed new pump at storm water station 24.
- Installed new radiator on generator at station 21.
- Chlorinated at stations 2, 15 and 23.
- Delivered unit 526 to CMG for repairs.
- Power washed, Parged and coated manhole 15123 with Sel 80.
- Protected flow channel in manhole 15124 with plywood to catch debris from walls when scrapped and cleaned. Vacuumed debris with unit 527.
- Repaired 6" line in reach 21144-21145.
- Top soiled and seeded at rear of City Park; guide-wire rod had been driven thru line.
- Investigated odor complaint 916 Salem Avenue; called Water Quality Dept at Wash Co to request increase in chemical feed at Maugansville pumping station.
- Broken clean out at Lilly Court; advised resident clean outs are their responsibility.
- Installed Bio-Bags throughout infrastructure to control FOG.
- Installed quick coupler to bypass hand gun reel on unit 527.

Administration

Wastewater Division – Customer Call Log Summary 2013							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	0	1	2	0	0	2	5
YTD	56	46	12	8	8	50	180

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

Engineering

- Staff attended a City Wellness Committee meeting.
- Staff met with a consultant for the Humane Society for final approval of an expansion site plan.
- Staff attended a Plan Review Committee meeting at City Planning.

Wastewater Laboratory

- Our Lachat equipment digester tubes have experienced a maintenance issue and will require the purchase of new ones.
- 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>
09/11/13	12.37		12.37
09/12/13	12.38		12.38
09/13/13	12.14		12.14
09/14/13	11.49		11.49
09/15/13	11.68		11.68
09/16/13	11.87		11.87
09/17/13	11.87		11.87
09/18/13	12.05		12.05
Average			11.99

Water Production at RC Willson

- *Operations*

- Completing routine PMs.

- *Maintenance*

- R C Willson – Performing routine PMs.
- R C Willson – Replaced the check valves on the filter air scour.
- R C Willson – Replaced the dashpot on HSP #5.

- *Instrumentation*

- R C Willson – Working on the EIM valve actuator.
- R C Willson – Working on the sonic probe on the cationic polymer.
- Pump Stations – Working on the installation of a new large pump at P.S. #6.
- Pump Stations – Continuing new communications from pump stations and tanks.

Water Production at Breichner

- The Edgemont Reservoir is currently at -9.5'; 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 replaced a valve on Frederick Street and are replacing a hydrant on Eldridge Drive. We also installed 50' of toe drain at the Edgemont Reservoir.

Laboratory

- A new line installed on Corrello Dr. was tested and found ok to put in service.
- Process and regulatory testing was routine for the week.

Engineering

<u>Reviews</u>	<u>City</u>	<u>County</u>
Site Pla	4	8
Replat		1
Building Permit	14	9

- Staff attended a development review meeting at the County Planning Office.
- Staff met with City Permits staff to continue streamlining the water permits process.
- Staff attended a Partnership/Progress meeting at the State highway Administration.
- Staff met with County Engineering staff and Milani Construction representatives to discuss water main relocations on the Robinwood Corridor II project.
- Staff met with a developer to discuss water service outside the Medium Range Growth Area.
- Staff attended a City Wellness Committee meeting.
- Staff met with a consultant for the Humane Society on final approval of an expansion site plan.
- Staff met with a consultant on final details for a commercial site plan.
- Staff attended a Plan Review Committee meeting at City Planning.

Respectfully submitted,



Bruce Zimmerman
City Administrator