

# City of Hagerstown, Maryland Status & Information Report No. 12 for 2014

March 28, 2014

To Mayor Gysberts and Members of the City Council:

## UPCOMING MEETINGS

APRIL 2014						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 4pm Work Session	2	3	4	5
6	7	8 4pm Work Session	9	10	11	12
13	14	15 No M&C Meeting  Hub City 100 Miler Finale	16	17	18 <b>Good Friday Holiday City Offices Closed</b>	19
20	21	22 4pm Work Session	23	24	25	26
27	28	29 7pm Regular Session	30			

## DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

### BUSINESS & COMMUNITY RELATIONS DIVISION

1. **Grand Opening/Anniversaries/Press Conference**
  - A Grand Opening and Ribbon Cutting for Datta Endocrine & Wellness Center at 356 Mill Street, Hagerstown was held on Wednesday, March 26.
  - A Grand Opening/Ribbon Cutting was held on Thursday, March 27 at 4:30 PM for Roccograndi Management LLC - DBA: Charles Schwab. The business is located at 18045 Garland Groh Boulevard in Hagerstown.
  - A Ribbon Cutting will be held on Monday, May 5 at 4:30 PM for Burkett's Deli expanded patio. This is located at 23 North Locust Street.
  
2. **Events**
  - The Western Maryland Blues Fest's new website is up. It is responsive to all mobile devices. Tickets are now on sale for the festival through the CVB.
  - Staff are working with a group on the upcoming Taste of the Arts Event on April 24, 2014. The event will benefit the Maryland Theatre, the Washington County Arts Council and the Barbara Ingram School for the Arts. All venues are being finalized for the event this week.
  - Staff are working with a group that is revamping the Wind Down Fridays. A group met with the liquor board this week to explore options for the layout and the way the event is handed. Staff will give further updates in upcoming weekly reports.

3. **A&E District:** The Arts & Entertainment Management Board will be meet this week and toured the Barbara Ingram School for the Arts. Next month, Andrew Sussman of Destination Waynesboro is the guest speaker.
4. **Fundraising:** Sponsorship packets have been created and distributed for the St. Patty's Day Run and the Western Maryland Blues Fest. The Blues Fest Fundraising Committee has raised over \$90,000 to date. The goal is \$96,000.
5. **This Week's Headlines and Media Releases**
  - New Charles Schwab Branch Provides Financial Planning Resources
  - Datta Endocrine & Wellness Center Celebrates Grand Opening
  - E-casts:
    - Engage Hagerstown
    - In Case You Missed It: State of the City 2014
6. **Channel 25:**
  - Watch the City Newsroom at the top of every hour. This week's news stories include:
    - State of the City Video Presentation
    - Neighborhoods 1<sup>st</sup> 2013 Accomplishments
    - Engage Hagerstown Commercial
    - Property Owner Recruits New Business Through First-Third Grant
    - Competitive Negotiated Sale Property - 43-53 West Washington Street
  - Special Broadcasts:
    - State of the City Full Presentation - Mon, Wed, Fri at 7:00 p.m.
    - Reno Post and Lyon Post Dedication Ceremony - Fri, Sat, Sun at Noon
    - Divided Valor - Daily at 5:00 p.m.
  - In production:
    - Taste of the Arts preview
7. **Websites**
  - **City Website:**
    - About 6,100 users visited [www.hagerstownmd.org](http://www.hagerstownmd.org) for the week of March 17, 2014 - March 23, 2014.
    - Top entrances (first page users accessed on the website):
      - ▶ Home page 2,779 users
      - ▶ Jobs page 365 users
      - ▶ Utility Billing page 347 users
    - Top Searches:
      - ▶ "state of the city"
      - ▶ "water bill"
      - ▶ "churches"
      - ▶ "engage Hagerstown"

8. **engageHagerstown**

- Since launching the engageHagerstown Mindmixer site, there are 103 participants who have created accounts! There have been 592 visitors and 6,116 page views within the site.
  
- Users by age:
  - 14-17 6 users
  - 18-24 4 users
  - 25-34 22 users
  - 35-44 15 users
  - 45-54 25 users
  - 55-64 14 users
  - 65+ 8 users
  
- Topics:
  - What's your big idea for downtown?
    - ▶ 280 interactions
  
  - What's your idea for public art on the East Franklin Street corridor?
    - ▶ 81 interactions
  
  - Would you be interested in utilizing a community garden in your neighborhood?
    - ▶ 31 interactions
  
  - What types of recreational programming and events would you like to see offered in our community?
    - ▶ 18 interactions

**PLANNING & CODE ADMINISTRATION DIVISION**

1. **New Businesses**

- 72-74 East Antietam Street – Divine Blessings – beauty shop.
  
- 609 Dual Highway, Unit D0 – Cartridges Galore Video Games – retail sales of video games and toys.

2. **New Development Cases**

- 120-128 West Washington Street – Washington County Board of County Commissioners – final plat to consolidate parcels.
  
- 1481 Salem Avenue – Salem Point Investments, LLC – minor site plan for a vestibule addition at Café del Sol.
  
- 1101 South Potomac Street – Washington County Board of Education – minor site plan for resurfacing the track at South High with minor expansions.
  
- 246 Eastern Boulevard, North – Stone Soup, LLC – revision to previously approved minor site plan.

3. **Planning Commission:** The Planning Commission took the following action at its meeting on March 26:

- Complete Streets presentation.
  
- Bowman-Hollyhock, LLC/2003 Salem Avenue, LLC – Right-of-Way Dedication for Broadfording Road and Market Way – approved the final plat that dedicates the expanded right-of-way for the widening of Garland Groh Boulevard, and the new access street (Middleway Drive) and resubdivides several parcels into two lots—one owned by AC&T and the other by Bowman.

- **Urban Partners Update:** Urban Partners skyped in with an Experts Focus Group on March 26<sup>th</sup> to discuss Urban Partners' ideas for catalyzing projects and programs for the downtown. The experts included members of the housing and commercial development professions and local banking. Following a meeting with City staff, the Mayor, and Councilman Brubaker on March 28<sup>th</sup>, Urban Partners will finalize their recommendations in preparation for Mayor and City Council review on April 8<sup>th</sup>. At this meeting, we would like to get Mayor and City Council approval of the list, or a modified version of the list, that will allow Urban Partners to move forward with more indepth financial analyses of the projects and development of pro formas for the bricks and mortar projects.
- 4. **Board of Zoning Appeals:** The April 16 hearing has been canceled; no appeals were received by the filing deadline.
- 5. **MPO Long-Range Transportation Plan Meeting:** On March 20, Planning Staff attended the Public Input Meeting on the draft Transportation Plan at USMH. The consultant for the Plan, Michael Baker Corporation, gave a presentation summarizing key issues and recommendations for transportation improvements in Washington County through 2040. Several members from the public were present as they asked questions and provided feedback on the Plan. The Consultant and the Hagerstown/Eastern Panhandle MPO have the draft Plan available online at [www.hepmpo.com](http://www.hepmpo.com) for review and comment. The public comment period ends April 2<sup>nd</sup>.
- 6. **Weekly Activity Report:** March 17-21, 2014

<b>PERMITS</b>								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	4	Residential -	1	Commercial -	1	Other -	2	1
Electrical	16	Residential -	9	Commercial -	6	Other -	1	16
Plumbing	11	Residential -	10	Commercial -	1	Other -	0	11
Mechanical	5	Residential -	4	Commercial -	1	Other -	0	5
Engineering Dept.	21							22
<b>TOTAL</b>	<b>57</b>		<b>24</b>		<b>9</b>		<b>3</b>	<b>55</b>
<b>Est. Value of Issued Building Permit Projects:</b>					<b>Fiscal Year Totals:</b>			
Residential	\$ 17,250.00				\$ 7,354,077.00			
Commercial	\$ 5,000.00				\$ 8,345,545.00			
Apartment	\$ 0.00				\$ 6,340,690.00			
Sign	\$ 0.00				\$ 256,113.00			
<b>TOTAL</b>	<b>\$ 22,250.00</b>				<b>\$ 22,296,425.00</b>			
<b>Project of interest: Nothing this week</b>								
<b>RENTAL LICENSES FOR PROGRAM YEAR EFFECTIVE JULY 1, 2013</b>								
<u>NUMBER</u>			<u>FACILITIES</u>			<u>UNITS</u>		
Registrations Received			4			4		
New Applications Issued			29			29		
Total Registered (includes changes since 5/1/13)			3191			8919		
Percentage of total invoiced that are registered			99.9 % +			99.9% +		
<b>Notes:</b> The 2013-2014 rental license renewals for 8,678 units in 3,220 facilities were printed and mailed on May 1, 2013.								
<u>PAYMENT</u>								
Total Payments Received		\$ 200						
Adjustments		\$ 100						

<b>INSPECTIONS</b>	
<b>TYPE</b>	<b>NUMBER CONDUCTED</b>
Building	57
Electrical	50
Plumbing	41
Mechanical	21
Safety	51
Neighborhood Vitality	85
Quality of Life	9
Preventive Maintenance	13
Planning & Zoning	4
<b>INSPECTIONS KEY:</b>	
<b>Categories of Conditions</b>	
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.

**INFORMATION TECHNOLOGY & SUPPORT SERVICES**

1. **ELECTRIC SERVICE CUTS FOR NON-PAYMENT RESUME:** Electric service interruptions for customers in non-payment status resumes on Tuesday, April 1. Staff are anticipating cutting upwards of 100 accounts per day over the next 2 to 3 weeks (except for Fridays when there are no service interruptions). This activity will result in extended hold times for the Customer Service queue and a crowded lobby in City Hall as staff work with customers in making payments, establishing payment arrangements, and processing other customer needs.
2. **TIME AND ATTENDANCE PROJECT:** Staff continues to work with the Intellitime team to fine-tune departmental operating processes in time reporting. Individual webinars have been held with several departments over the last week performing sample time reporting with actual time sheets to better familiarize staff with the system. IT staff have also visited several City buildings and are working to determine the most advantageous placements of new time clocks that will require a network connection to operate.
3. **FREE CITY CENTER WIRELESS:** IT Staff have been performing maintenance on the various access points for the City Center free wireless Internet system to ensure all access points are operational as the weather begins to turn and more visitors make it into City Center for the variety of activities provided.
4. **MUNIS 10.4 UPGRADE:** MUNIS staff will be working with IT to perform the final steps to the upgrade of our financial system's TEST environment on April 7. This last step was delayed to accommodate budget preparation and to clean up some database problems found on our current system.

5. **COMPUTER ROOM UPGRADE:** Public Works staff are beginning their work on installing a security door into our computer room, as well as making other modifications to the room to make it more security compliant. Glessner will complete their wiring clean-up and server / UPS rack installations in April.

**PARKS & ENGINEERING DEPARTMENT**

1. **43-53 West Washington Street.** The project start was delayed while HEPACO renewed their asbestos-removal license. They plan to start the asbestos removal next week and demolition will start on or about April 14<sup>th</sup>.
2. **Frederick Street Culvert Extension.** Work has resumed and guardrails are being installed. Once the fence and guardrails are completed, we will then work on the sidewalks, milling, paving and striping from March 31<sup>st</sup> through April 14<sup>th</sup>.
3. **USMH.** Staff met with the Director and other staff at USMH this week and discussed the following issues:
  - Meeting with SHA about improving the wayfaring signs on Route 40.
  - Expired Groundskeeping MOU
  - An "Operations Policy" for the plaza for the upcoming season
  - Awnings on City Building in Plaza
  - Center arm rest for the benches at the Plaza.
  - Closing gates at night
  - Downtown WIFI
4. **Floodplain Maps.** Washington County has been in touch with the consultant that is re-doing our floodplain maps. It sounds like we may have preliminary maps by late summer; it will then take 6 - 12 months to go through the process of having them officially adopted. We will be receiving the floodplain boundaries as a shapefile, which we can then combine with other data (e.g. property parcels, aerial photos, etc.) in our GIS. Nationwide the new maps are causing concerns where properties that were not in the floodplain on the old maps, but will be in the floodplain on the new maps.
5. **Dog Park Parking Lot.** At Fairgrounds Park, construction of the new dog park parking lot continues. This week, we are in the process of pouring the concrete pad for the handicap walkway. The concrete curbing is scheduled to be installed next week, and paving the week of April 7<sup>th</sup>.
6. **Park Season Opens!** With the rehiring of our seasonal employees, turning the water on, and the re-opening of bathrooms, our park season begins Friday, March 28<sup>th</sup>.
7. **Greens at Hamilton Run.** The Greens will be hosting a luncheon for a local professional society on April 9<sup>th</sup>. Also, the flyer for the first tournament of the season is attached.
8. **Municipal Stadium.** The contractor is cleaning the lenses and replacing burnouts as needed on all the field lights. Our crews are making minor repairs to prepare for the Hagerstown Suns April 3<sup>rd</sup> opening day.
9. **Engineering Division Items**

Traffic issues		
Description	Week of 3/21/14	Calendar Year-to-date
Traffic complaints received	5	46
Work Orders completed	4	39
Traffic counts completed	0	0

Construction Projects		
Description	Week of 3/21/14	Calendar Year-to-date
Projects advertised for bids	0	10
Projects under construction	7	7
Projects completed	0	0

## POLICE DEPARTMENT

### 1. STATS

Calls for Service:	1,539	Field Interviews:	88
Arrests/Warrants Served:	23	Moving Violations:	26
Domestic Violence Calls:	21	Parking Violations:	7
DUI Arrests:	0	Safety Repair Orders:	11
Reports Filed:	183	Warnings:	20

### 2. REPORTS

- **03/22/14:** Officer Eichelberger was dispatched to Potomac Street for a burglary in progress. Contact was made with the victim who advised someone broke into his shed that he is renting. Items were reported missing from the shed. Neighbors were unable to provide any additional information regarding the theft.
- **03/24/14:** Officer Lucas responded to Irvin Avenue for a report of a theft from a motor vehicle. The victim stated her Toyota had been broken into and several items had been taken. The vehicle was examined for signs of forced entry and none were found. The owner of the vehicle was unsure if the vehicle was secured.

### 3. PRESS RELEASES

- On March 23, 2014 officers with the Hagerstown Police Department received information about a stolen motor vehicle. Officers located the vehicle on Pennsylvania Avenue and the vehicle fled the area when police attempted to make a stop. Later the vehicle was located disabled in the 1200 block of Pennsylvania Avenue. A police K-9 and Maryland State Police helicopter did not locate the operator. Investigation identified the operator was Mark Anthony Smith. Smith later turned himself in and charges have been filed.
- On March 25, 2014 officers from the Hagerstown Police Department were dispatched to Meritus Medical Center for a male that had been stabbed. The male was identified as Christopher Matthews Brown. Detectives learned that Brown had been involved in a domestic argument with his girlfriend Ashley Renee Ricketts. The argument turned physical and Brown was stabbed with a knife in the upper torso. Ricketts has been charged with 1<sup>st</sup> and 2<sup>nd</sup> Degree Assault, Reckless Endangerment and Possession of a Deadly Weapon with Intent to Injure.

### 4. OTHER NEWS/INFORMATION

- **Congratulations:**
  - Officer Gary Anderson and his K-9 partner, Amigo, just completed extensive K-9 training in North Carolina. Both Officer Anderson and Amigo are certified for routine patrol, narcotics and tracking assignments. They have been assigned to the Alpha Platoon under the command of Sgt. Joe Zimmerer.
  - Officer Gerard Kendle has been reassigned to Crime Prevention under the Professional Standards Division. Much of Officer Kendle's time will be devoted to the City's Crime-Free Multi-Housing Program. The program is designed to reduce crime, drugs and gangs at rental properties. The three phase program will educate landlords and tenants what is required of them to bring an improved quality of life.

**Welcome Aboard:**

- Amy Adamson was selected from a large applicant list to fill the position of Forensic Scientist with the Western Maryland Regional Crime Laboratory/Hagerstown Police Department. Amy is a native of the Clear Spring area. She is a 2004 graduate of Clear Spring High School. Following high school, she attended Waynesburg University in Waynesburg, PA, graduating with a Bachelor of Science Degree in Forensic Science. She earned a Masters Degree in Forensic Science from the University of New Haven, in West Haven, CT in 2010. Amy has been recognized on several occasions for her scholastic achievements. She has performed internships with both the Maryland State Police and the State of Maryland Office of the Chief Medical Examiner. Amy was formerly employed as a Conservation Police Officer with the Virginia Department of Game and Inland Fisheries, living in Culpepper, VA. She and her husband have relocated to Hagerstown after accepting her new position. Since 2010, Amy has been active in the local community as an Assistant Soccer Coach at Clear Spring High School. We are looking forward to putting Amy's talents to work for our local citizens, and are fortunate to have someone of her caliber.
  
- Ramon Crabill is the newest Parking Enforcement Officer for the City of Hagerstown. He is a retired Deputy from the Frederick County Sheriff's Office. Mr. Crabill has been assigned the afternoon beat. If you see him, be sure to stop and say hello.

**PUBLIC WORKS**

**PARKING SYSTEM DATA**

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	195	193
	University District Deck	398	397
	Downtown Parking Lots	372	372
Number of Patrons Using Decks	A & E Deck	1,886	2,244
	University District Deck	1,408	2,098
Sales of Discount Coupons		50	0
Number of Citations Issued	(Includes Warnings)	107	73
Number of Late Payment Notifications		8	23
Number of Cars Booted		0	0

**CENTRAL MAINTENANCE GARAGE REPAIR DATA**

	Current Week	Previous Week
DCED	0	1
Fire	2	3
Human Resources	0	0
Light	4	0
Parks & Engineering	1	0
Police	3	7
Public Works	14	5
Wastewater	0	3
Water	4	1
Weekly Totals	28	20

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.

## SNOW/ICE STORM COSTS

No.	Date	Labor	Overtime Labor	Totals
1	12/08/13	\$4,125	\$12,431	-\$16,556
2	12/10/13	\$5,711	\$561	-\$6,272
3	12/14/13	\$0	\$16,712	-\$16,712
4	01/02/14	\$3,338	\$10,155	-\$13,493
5	01/05/13	\$1,133	\$6,659	-\$7,792
6	01/10/14	\$903	\$13	-\$917
7	01/18/14	\$0	\$3,590	-\$3,590
8	01/21/14	\$10,857	\$9,760	-\$20,617
9	02/02/14	\$7,547	\$3,361	-\$10,908
10	02/04/14	\$5,605	\$7,463	-\$13,068
11	02/09/14	\$4,306	\$6,088	-\$10,394
12	02/12/14	\$13,975	\$8,799	-\$22,774
13	02/15/14	\$33	\$10,388	-\$10,421
14	02/18/14	\$5,685	\$5,494	-\$11,180
15	03/02/14	\$8,792	\$8,552	-\$17,345
16	03/16/14	\$2,009	\$9,179	-\$11,188
Prep Work/Salt Deliveries		\$4,880	\$107	-\$4,987
<b>Sub-Totals</b>		\$78,899	\$119,311	-\$198,211
Salt				-\$229,568
Vehicle/Equip. Repairs				-\$91,723
Shovels, bagged salt, etc.				-\$5,377
<b>Total Expenses</b>				<b>-\$524,879</b>
<b>Budget Amount</b>				\$399,900
<b>Budget Balance</b>				\$-124,979

1. This includes all the current labor costs.
2. It includes the approximately 800 tons of salt still on order at \$67.52 per ton.
3. The 800 tons may not be enough to fill the salt shed. More salt may be ordered in this fiscal year.
4. It does NOT include labor to strip the trucks of the winter equipment (salt spreaders and snow plows).
5. Snow costs from previous years:
  - a. 2013 \$276,103
  - b. 2012 \$117,718
  - c. 2011 \$419,242
  - d. 2010 \$850,475 (included 3 storms of 15", 21" and 17" snowfalls)

## UTILITIES DEPARTMENT

### ELECTRIC DIVISION

1. **Problem Areas** Recent call-outs included:
  - Thur. 3/20 - 1128 Fairview Road (area of) – Total outages; squirrel caused transformer fuse to blow, Lineman replaced 1 transformer fuse and 3 line fuses. Time Out: 17.7-18.7
  - Mon. 3/24 - 312 South Mulberry Street – House fire; at the request of the HFD, line crews removed the service to this property. Time Out: 16.0-16.5
  - Tues. 3/25 - Summit Avenue and Baltimore Street (near intersection) – Street light hit by vehicle, Lineworker removed the damaged fixture & secured base. Light was replaced the following day. Time Out: 16.8 -17.3

Wed. 3/26 - 336 South Street – Partial outage; Lineman found large tree limb had rubbed through triplex burning one leg, service was repaired and power restored.  
Time Out: 18.9 – 19.8

**Distribution** Recent activity included:

- Metering Staff received no high bill complaints this week.
- Line crews continue annual feeder inspections for Bulldog 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
7	0	2	0

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

- Engineering staff completed multiple permit reviews and service upgrade requests.
- Various bids were reviewed for the purchase of products necessary for the operation of the HLD.
- Engineering staff held its monthly safety meeting with distribution line crews.

4. **Administration:**

- Staff met with Support Services to review the Hagerstown Light Department's termination practices for delinquent customers.

**WASTEWATER DIVISION**

**Wastewater Treatment Plant at Frederick Street**

Date	Flow (mgd)	Rainfall (inches)
Wednesday, Mar 19, 2014	6.99	0.03
Thursday, Mar 20, 2014	6.92	0.01
Friday, Mar 21, 2014	6.71	0.00
Saturday, Mar 22, 2014	6.44	0.00
Sunday, Mar 23, 2014	6.50	0.00
Monday, Mar 24, 2014	6.47	0.00
Tuesday, Mar 25, 2014	6.58	0.15
Weekly - Avg. Flow / Total Rainfall	6.65	0.19
March – Avg. Flow /Total Rainfall	7.41	0.86

**Miscellaneous**

- Rebuilt #2 scum pump in ASPS Building.
- Replaced #1 pump at plant drain pump station.
- Trace and label existing wiring in O2 Building for future upgrades.
- Met with Mike Calandrella (Integrated Solutions and Technologies) to determine addressing on existing wiring to the OAB.

- Routine maintenance (MP 2 Program) and Corrective Work Orders.

**Wastewater Collection**

**SSES Weekly Progress**

Activity	Districts	Reason		# Inspected
CCTV Inspections	1, 2, 5	1,263	42	1
Flushing	33	4,393		
<b>Point Repairs</b>		<b># of Repairs</b>	<b>Reason</b>	<b>V.F. of Repairs</b>
Manholes	5	4	I&I	32

**Collection System Maintenance Task**

- Crew received Jet-Vac Training for new unit just purchased.
- Two grinder calls; only one pump replaced at 11323 Eastwood Dr.
- Replaced pump control off float at station 23.
- Crew parged manholes 05064, 05055, 05071 and 05065 to reduce infiltration, also replaced manhole riser in manhole 05054.
- Manhole cover missing from manhole 06123, Lynn Haven Dr., most likely hit by snow plow. Checked area could not find. Picked up new cover from C. R. Semler.
- Opened wedged manhole cover on Northern Ave for CCTV crew.
- Started removing bench in bottom of manhole 16037 to prepare for tie-in for station #12 by-pass project.
- Cleaned up black top and debris from snow plowing around collections building and Milk Lab, top soiled and seeded areas with damage.

**Administration**

Wastewater Division – Customer Call Log Summary 2014							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	2	1	0	0	0	3	6
YTD	19	29	3	1	0	16	68

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

**Engineering**

- Staff met with the Facilities Management staff of First Data to review the Traffic Control Plan for the Pump Station # 12 Interceptor construction project.
- Staff attended a development review meeting at the County Planning Office.
- Staff met with a consultant on final review comments for the Road improvements Plan for Broadfording Road.
- Staff met with a representative of the Building Trades Foundation regarding sewer service alternatives for a prospective project.

## Wastewater Laboratory

- The lab continued testing the new Shenandoah Family Farms discharge into our collection system.
- The lab has begun working on DMRQA study 34 proficiency testing samples. The study began 3/21/14 and testing is being squeezed in with our routine testing.
- A list of WETT testing labs is being accumulated for bid requests for the new permit.
- Process and regulatory testing was routine for the week.

## WATER DIVISION

### Plant Flows - System Demand (MGD)

Date	Willson	Breichner	Total
3/20/14	11.94		11.94
3/21/14	11.84		11.84
3/22/14	11.69		11.69
3/23/14	11.75		11.75
3/24/14	11.72		11.72
3/25/14	11.65		11.65
3/26/14	11.81		11.81
Average			11.77

### Water Production at RC Willson

#### - Operations

- Routine cleaning
- Routine PMs
- The south pre-sedimentation and sedimentation basins are under construction.

#### - Maintenance

- R C Willson – Routine PMs
- R C Willson – Working on flocculators and chlorination feed lines in the south sedimentation basin
- R C Willson – Distribution crew washed the pre-sedimentation basin.

#### - Instrumentation

- R C Willson – Installed a new in-line fluoride meter
- Park Ave – Installed new trac-vac sensors in the south sedimentation basin

### Water Production at Breichner

- The Edgemont Reservoir is currently at -7.8'; the bypass is partially open and the hydrant is closed.

### Water Distribution

- Distribution crews are working throughout the system performing customer service as needed. We are working on meter exchanges and cleanup work due to the winter weather. We have also been assisting with work at the RC Wilson Plant.

### Laboratory

- The lab is still working with MCI to ferret out problems they are having with their in-house testing equipment.
- UCMR 3 third quarter results were received and posted on the USEPA cdx website. The results for the Breichner Plant will be sent to MDE with the monthly operating reports and the Willson results will be verified on the EPA website. Results are typical.
- Process and regulatory testing was routine for the week.

**Engineering**

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Preliminary Plat		1
Building Permit	7	

- Staff attended a development plan review meeting at the County Planning Office.
- Staff met with a consultant on final review comments on the Road Improvements Plan for Broadfording Road.

Respectfully submitted,  
  
Bruce Zimmerman  
City Administrator



# Par Fore Pink

## 4 Man Scramble Golf Tournament

Benefits Meritus Health's Make a Difference Breast Cancer Screening Program



**Friday, April 25, 2014**

Presented by the Greens at Hamilton Run Golf Course

Shotgun Start at 1pm Lunch and registration 11:30am-12:30pm



Early entry fee: \$200 Foursome \$50 Individual *Open to men and women!*  
Late entry fee (after April 11<sup>th</sup>): \$220 Foursome \$55 Individual

**Entry includes:** 18 holes of golf with cart, catered lunch, raffle ticket, player gift bag, fun contests, great prizes and donation to the Make a Difference Breast Cancer Screening Program of the John R. Marsh Cancer Center. **50% of entry fee directly supports Meritus Health's Make a Difference Breast Cancer Screening Program!**

Player 1 Name: \_\_\_\_\_ Handicap: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Player 2 Name: \_\_\_\_\_ Handicap: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Player 3 Name: \_\_\_\_\_ Handicap: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Player 4 Name: \_\_\_\_\_ Handicap: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Drop off entries or mail to:** Greens at Hamilton Run Golf Course, 2 South Cleveland Avenue, Hagerstown, MD 21740.  
Checks payable to: City of Hagerstown. [www.hagerstowngreens.com](http://www.hagerstowngreens.com)

**Tournament questions contact:** Chris Henry, Golf Pro at 301-733-8630

**Sponsorship Opportunities:** Amy Riley, Parks & Rec at 301-739-8577 x180 [ariley@hagerstownmd.org](mailto:ariley@hagerstownmd.org)



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