

City of Hagerstown, Maryland Status & Information Report No. 26 for 2014

July 3, 2014

To Mayor Gysberts and Members of the City Council:

UPCOMING MEETINGS

JULY 2014						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 No M&C Meeting	2	3	4 HOLIDAY CITY OFFICES CLOSED 6pm Fireworks @ Fairgrounds Park	5
6	7	8 4pm Work Session 6pm Executive Session	9	10 8am-2pm Market Faire in the Square	11	12
13	14	15 4pm Work Session	16	17	18	19
20	21	22 7pm Regular Session	23	24	25	26
27	28	29 No M&C Meeting	30	31		

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

BUSINESS & COMMUNITY RELATIONS DIVISION

1. **Events:**

- Market Faire On-The-Square will be held on July 10 from 8:00 AM to 2:00 PM. Get a taste of fresh, local produce, fruits, flowers and much more!
- Miss Maryland and Miss Maryland's Outstanding Teen Pageants were held in Hagerstown at The Maryland Theatre. Preliminaries were held Wednesday–Friday, June 25–27, at 7:30 PM. The final evening was Saturday, June 28 was at 7:00 PM. Approximately 2,000 people attended the events. Miss Allegany County, Jade Kenny, was crowned Miss Maryland 2014. The 23-year-old is from Madison, Maryland. Miss Northern Maryland Outstanding Teen Sarah Robinson was crowned Miss Maryland Outstanding Teen 2014. The 15-year-old is from Ijamsville, Maryland.
- The Maryland Entertainment Group, in collaboration with Chambersburg Community Theatre, presented Shakespeare's *A Midsummer Night's Dream* at University Plaza in downtown Hagerstown. Performances were given Friday, June 27th at 8:00 PM and Saturday, June 28th at 8:00PM. Performances were free and approximately 200 people attended.

- On July 4th, the traditional Fireworks at Fairgrounds Park will begin at 6:00 PM with opening ceremonies hosted by Lou Scally. The ceremony will include the posting and retiring of colors by Color/Honor Amvets Post #10 of Hagerstown, Maryland, Marine Corps League of Hagerstown and Boy Scouts Troop 2. The National Anthem will be sung by Hailey Bricker, and God Bless America will be sung by Michael Heyser. The invocation will be done by Councilmember Don Munson and the benediction by Delegate John Donoghue. Remarks will be made by Mayor Dave Gysberts. The Color/Honor Guard of Amvets Post 10 of Hagerstown, Maryland and Marine Corps League of Hagerstown will do a 21-gun salute and echo taps. Live musical entertainment will follow at 6:30 PM on the stage. Free children's activities, including crafts, will also be available from 6:00 PM to 9:30 PM while supplies last as well as a 9-hole golf course and a rock-climbing wall. July 6th will mark the 150th anniversary of the Confederate ransom of Hagerstown, and activities will be held to remember the day in history. These activities include an exhibit with surviving artifacts from the ransom, which will be open from 4:00 PM to 8:30 PM in the grandstand building. This display includes documents, artwork and artifacts pertaining to the ransom events of July 6, 1864. The CSS Hunley, a full-scale replica of the famous 40-foot long Confederate submarine that was retrieved from the floor of the Atlantic Ocean in 2000, will travel from its home base in South Carolina and be open for inspection from 4:00 PM until the fireworks begin. In addition, a detachment of Civil War cavalry living historians will provide educational programming and demonstrations between 4:00 PM and 9:00 PM. Hope to see you there.
 - The next Wind Down will be held on South Potomac Street on Friday, July 11th. The Maryland Theatre and their committee has selected an agricultural theme for the event, and it is entitled AgVentures. Moon Dog Medicine Show is playing and vendors include Ivy Hill Farms and Shenandoah Family Farms. They will also have a moonbounce, literacy trailer, train and more.
 - The Hagerstown Municipal Band will have a picnic celebrating the 100th Anniversary of the Band's founding on Saturday, July 12, 2014 from 2:00 PM to 5:00 PM at City Park. On Sunday, July 13, the Hagerstown Municipal Band will have a concert officially celebrating the Band's 100th Anniversary Season.
 - On July 18, we will again close South Potomac Street for a Maryland Theatre event, Bike Night. Motorcyclists ride in to town, hear music from Prophets of the Abstract Truth, have activities and will be able to visit motorcycle vendors.
2. **A&E District:** The management board of the City of Hagerstown is gearing up to have musicians in the square every week starting July 25. The program is called Sounds of the Square, and Michael Jonnes is chairing the subcommittee.
 3. **Fundraising:** The City received notice this week that they were awarded a \$14,238 grant for the 2015 Western Maryland Blues Fest from the Maryland State Arts Council.
 4. **This Week's Headlines and Media Releases:**
 - Public Invited to Learn More About the Community's City Center Plan
 - Celebrate Parks & Recreation Month With City Park Selfies Sweepstakes
 - Games, Music and Fireworks All Part of July 4th Celebration
 - Traffic Advisory: Fireworks at Fairgrounds Park
 - Traffic Advisory: Salem Avenue & North Burhans Boulevard
 5. **Channel 25:** Watch the City Newsroom at the top of every hour. This week's news stories include:
 - Birdwatching in City Parks
 - Greens at Hamilton Run Promotion
 - Hub City Bike Loop Group Ride Promotion
 - Bicycle Safety Tips

- Bandshell informational video
- Special Broadcasts:
 - Reno Post and Lyon Post Dedication Ceremony - Fri, Sat, Sun at Noon
 - Divided Valor - Daily at 5:00 p.m.

6. **Websites:**

- City Website:
 - About 6,500 users visited www.hagerstownmd.org for the week of June 23, 2014 - June 29, 2014.
 - Top entrances (first page users accessed on the website):
 - ▶ Home page 2,211 users
 - ▶ Jobs page 327 users
 - ▶ Utility billing page 182 users
 - Top Searches:
 - ▶ "fireworks"
 - ▶ "fire pit"
 - ▶ "pool"
 - ▶ "shopping"
 - ▶ "4th of July"
- engageHagerstown:
 - Total Participants: 209
 - Unique Visitors: 2,781
 - Page Views: 21,628
 - Current topics:
 - ▶ How would you prefer to hear from us?
 - ▶ Help us find people who boost the curb appeal of Hagerstown with beautification projects on their properties.
 - ▶ What are your dreams for downtown Hagerstown?
 - ▶ Capture a photo of your favorite piece or element of architecture in our city. Tell us why you chose it!
 - ▶ What can we do to empower youth and create an environment that fosters educational and economic opportunity?
 - ▶ Where would you like to see more street trees in the City?

PLANNING & CODE ADMINISTRATION DIVISION

1. **Zoning Certificates Issued:**

- 1800 Dual Highway – Centric Business Systems, Inc. – retail sales of photocopiers and software.

2. **New Development Cases:**
- 100-120 West Washington Street – Board of County Commissioners for Washington County – minor site plan for renovations to the County Office Building.
3. **Planning Commission:** The Planning Commission considered the following items at a special meeting on July 2:
- 18005 Terps Boulevard (Collegiate Acres – Lot 1) – approved a minor subdivision.
 - 358 West Church Street - 2012 Church Street LLC – approved a site plan and forest conservation plan.
 - Cortpark Apartments – denied the concept plan for amenities associated with the expansion of the number of units.

On July 9, the Planning Commission will review a request for design waivers from Christ Evangelical Lutheran Church at 518 Liberty Street and a forest conservation plan for Bowman Hollyhock (formerly Venetian) at Garland Groh Boulevard and Broadfording Road.

4. **Historic District Commission:** The HDC considered the following cases on June 26:
- 227 South Prospect Street – Denise Ringley – approved a modification to previously approved replacement windows.
 - 60 Broadway – Theresa M. DeWeerd – approved renovation project for the rear porches.

On July 10, the HDC is scheduled to review the following cases:

- 135 West Washington Street (Miller House) – Washington County Historical Society – Projecting Sign and Grant.
 - 43 West Washington Street – City of Hagerstown – Temporary Storefront Screen Wall.
 - 6 & 12 South Potomac Street – Bridge of Life Church - Façade Alterations (Revision).
 - 100 West Washington Street – BFM Architects for Board of County Commissioners of Washington County – Alterations for Handicap Accessibility.
 - 27 South Potomac Street – Maryland Theatre – Replace Rooftop HVAC System.
 - 135 West Washington Street (Miller House) – Washington County Historical Society – Projecting Sign and Grant.
 - 245 North Potomac Street – Wertman Photography – Wall Sign and Grant.
 - Workshop: 157 South Prospect Street – Kim Winders – Rear Porch Reconstruction.
 - Economic Development Demolition Policy Discussion.
5. **Board of Zoning Appeals:** The July 16 BZA hearing was canceled since no cases were received prior to the June 26 filing deadline.
6. **Weekly Activity Report:** June 23-28, 2014

PERMITS								
TYPE	NUMBER OF NEW APPLICATIONS							NUMBER ISSUED
Building	12	Residential -	6	Commercial -	4	Other -	2	8
Electrical	21	Residential -	10	Commercial -	9	Other -	2	21
Plumbing	5	Residential -	5	Commercial -	0	Other -	0	6
Mechanical	3	Residential -	1	Commercial -	2	Other -	0	3
Engineering Dept.	11							8
TOTAL	52		22		15		4	46

Est. Value of Issued Building Permit Projects:		Fiscal Year Totals:
Residential	\$ 142,096.00	\$ 9,171,248.00
Commercial	\$ 20,000.00	\$ 14,344,622.00
Apartment	\$ 50,000.00	\$ 6,500,140.00
Sign	\$ 16,000.00	\$ 384,386.00
TOTAL	\$ 228,096.00	\$ 30,400,396.00

Projects of interest:

- Restoration of interior due to fire damage at 826 Dewey Avenue - \$132,000
- Combining four existing apartments to create two apartments on 2nd and 3rd floors at 165-167 South Potomac Street - \$50,000

<u>NUMBER</u>	<u>FACILITIES</u>	<u>UNITS</u>
Registrations received	391	1,126
New applications issued	11	19
Total 2014-2015 registered (includes changes since 5/1/14)	2105	5,522
% of total invoiced that are registered	63.6 %	61.6 %

Notes: The 2014-2015 rental license renewals for 8,958 units in 3,312 facilities were printed and mailed on May 2, 2014.

PAYMENT

Total Payments Received	\$ 56,300
Adjustments	\$ 1,600

INSPECTIONS

<u>TYPE</u>	<u>NUMBER CONDUCTED</u>
Building	26
Electrical	47
Plumbing	17
Mechanical	18
Safety	30
Neighborhood Vitality	30
Quality of Life	2
Preventive Maintenance	124
Planning & Zoning	5

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 DEPARTMENT

1. **Storm Damage** Due to Tuesday night's heavy rain storm, staff has been constantly dealing with complaints and issues. We have met with close to 20 citizens as of Thursday and we anticipate many more. A lot of tree limbs and debris are all over our parks grounds and we had to close the golf course to clean up the debris and repair the stream bank.
2. **Emerald Ash Borer** The Department of Natural Resources is conducting a survey of our parks related to this pest that is killing trees nationwide. Unfortunately, most of the ash trees will have to be removed. If any are in decent condition, the DNR can provide information on some treatment options to maintain some level of ash component in the parks. There are over 200 ash trees in City Park alone according to DNR. Once EAB infests the trees, the decline can be quite rapid so tree size and location will be weighted in the recommendations of a removal schedule.
3. **Bester Elemnatry School** Demolition of the building is underway and will likely be down in a few days. David H. Martin Excavating pulled their permits to make improvements in South Potomac Street. This work will involve tie-ins for utilities, along with changes in the curb lines/sidewalks and the repaving of a portion of the street. According to their superintendent, they plan to start this work the week of July 14th, if the demolition of the old school stays on schedule. They will keep traffic flowing through the area while they do their work, but there will be congestion/delays.
4. **Solid Waste Issues:**
 - Recycling Participation Rates: Council inquired about recycling participation rates recently. Below is the data from Rehrig tote software:
 - ▶ Participation Rate in 2014 (at least one set out this year): 87.4%
 - ▶ Participation Rate in May 2014 (at least one set out in that month): 78.1%
 - Electronics Recycling: We learned this week we received a \$15,000 grant to allow us to hold an event to collect old electronics at no cost to City residents. I will discuss with Council once we have more details.
 - Collection complaints: We met with Pat Heraty, the Regional Manager of Waste Management about having "missed service" complaints rolled directly to their office. Currently our Administrative Assistant spends several hours a day on these issues and Waste Management feels they can provide prompt responses if they handle the complaints.
5. **Outdoor Exercise Equipment** At Fairgrounds Park, we have completed the installation of the 10 pieces of equipment and a dedication is planned for Tuesday to celebrate National Parks and Recreation month.

PUBLIC WORKS

PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	194	194
	University District Deck	284	284
	Downtown Parking Lots	379	378
Number of Patrons Using Decks	A & E Deck	1,788	1,871
	University District Deck	1,592	1,757
Sales of Discount Coupons		0	42
Number of Citations Issued	(Includes Warnings)	252	239
Number of Late Payment Notifications		46	71
Number of Cars Booted		3	0

CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	2	1
Fire	2	3
Human Resources	0	0
Light	2	0
Parks & Engineering	2	3
Police	14	9
Public Works	4	6
Wastewater	4	0
Water	3	3
Weekly Totals	33	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

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.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
2	0	0	0

Engineering Staff worked on the following projects:

- Engineering staff completed multiple permit reviews and service upgrade requests.
- Engineering staff reviewed tools and materials needed for HLD line construction and maintenance.
- Engineering staff reviewed requests for pool installations adjacent to HLD facilities.
- The Staff Engineer reviewed multiple site plans involving and affecting HLD facilities.

Administration:

Staff met with APEX for our Fuel Oil Tank replacement. We are awaiting the manufacturer's drawings to begin the permitting process

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, Jun 25, 2014	9.42	0.88
Thursday, Jun 26, 2014	13.17	0.00
Friday, Jun 27, 2014	9.24	0.00
Saturday, Jun 28, 2014	7.91	0.00
Sunday, Jun 29, 2014	7.57	0.00
Monday, Jun 30, 2014	7.44	0.00
Tuesday, Jul 01, 2014	10.99	1.64
Weekly - Avg. Flow / Total Rainfall	9.39	2.52
Jun – Avg. Flow /Total Rainfall	7.83	4.55
Jul – Avg. Flow /Total Rainfall	10.99	1.64

Miscellaneous

- Disassemble suction line for 6M and 7M sludge transfer pumps and remove blockage.
- Rebuild double disc pumps in shop.
- Correct alignment issues on effluent gates at UV disinfection channels.
- Re-Installed rebuilt nitrified recycle pump on OAB deck.
- Completed annual inventory.
- Routine maintenance (MP2 Program) and Corrective Work Orders.
- High flows on 7/1/14, received 1.64 inches of rain at the plant.
- DMR for May completed and submitted.

Wastewater Collection

SSES Weekly Progress

Activity	L. F. main	Feet of lateral	# inspected	Activity
Flushing	8,752			Flushing

Collection System Maintenance Task

- Inspected 12" main at B.O.E. for wastewater engineering dept.
- Exercised emergency generators at pump stations.
- Downloaded Newgate flow meter.
- Completed #1 pump and controls at station 25. Pump is not online yet but does operate correctly, still has an air leak issue. (The unit primed but wouldn't pump to capacity).
- Broke out old lamp hole cover and replaced same on Salem Avenue.
- Cleaned pump station 12 wet well.
- Cleaning catch basins for public works.

- Tried opening blocked drain at pelletizing facility for wastewater plant.
- Replaced grinder pump core at 11115 Pinewood Circle.
- Pumped tank in Smithburg for water dept.
- Took Units 508 & 591 to CMG for B maintenance.
- Installed Bio-Bags throughout infrastructure to control FOG.
- Completed cleaning in district 3.
- Inspected storm drains behind RD McKee for City Engineering Dept.
- Cleaned volute on #1 pump at pump station 1.

Administration

Wastewater Division – Customer Call Log Summary 2014							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	1	4	0	0	0	3	8
YTD	35	53	7	1	0	39	135

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

Engineering

- Staff attended a Water and Wastewater Operators Association meeting in Thurmont.
- Staff met with the Collections Supervisor, First Data Facilities Manager and staff to finalize the Pump Station # 12 Interceptor construction punch list.
- Staff met with a consultant regarding modifications to a sewer connection for a proposed commercial site.

Wastewater Laboratory

- Submitted results for DMRQA 34
- Requested quotes from our Fisher Scientific sales representative.
- 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>
6/26/14	11.54		11.54
6/27/14	11.65		11.65
6/28/14	11.43		11.43
6/29/14	11.16		11.16
6/30/14	11.70		11.70
7/1/14	11.73		11.73
7/2/14	11.78		11.78
Average			11.57

Water Production at RC Willson

- *Operations*
 - Routine cleaning
 - Routine PMs

- *Maintenance*

- R C Willson – Routine PMs
- R C Willson – Working on the del-pac feed system
- R C Willson – Installed a new strip gauge on the lagoon outfall

- *Instrumentation*

- R C Willson – Worked on a valve actuator on filter #6
- R C Willson – Repaired the time clock
- Park Ave – Worked on the workshop at Park Ave

Water Production at Breichner

- The Edgemont Reservoir is currently at -5.8'; the bypass is opened partially and the hydrant is closed.

Water Distribution

- Distribution crews are working throughout the system performing customer service as needed. We are working on the City overlay and are installing new meters throughout. We repaired a leak on Hamilton Boulevard and are installing new services in Westfield Estates.

Laboratory

- Twenty-five (25) of 30 USEPA Lead and Copper Regulation sample kits have been returned.
- Lead and Copper Regulation biweekly POE parameters report for the first six months of the year was submitted.
- Completed "good faith" distribution of CCRs to Washington County Library, Williamsport Library, Hagerstown Post Office, Maugansville Post Office, Cavetown Post Office, and Chewsville Post Office on June 30th.
- A new line installed off of Roslin Place in Westfields was tested for coliform bacteria and passed.
- Began retraining existing laboratory personnel in sample collection for the water lab.
- Sampled for Mn at the Breichner Plant.
- Process and regulatory testing was routine for the week.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plan		3
Building Permit	12	

- Staff attended a Water and Wastewater Operators Association meeting in Thurmont.
- Staff met with a Board of Education project manager regarding a water main at the new Bester Elementary School.
- Staff attended a Phase IV Willson Water Treatment Plant Improvements progress meeting.
- Staff met with the Distribution Division Superintendent and staff regarding water main/storm drain conflicts in the Robinwood Corridor II construction site.
- Staff met with a consultant regarding final approval of a commercial redevelopment site plan.

Respectfully submitted,


Bruce J. Zimmerman
City Administrator