

City of Hagerstown, Maryland

Status & Information Report No. 29 for 2014

July 25, 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 4pm Joint Meeting with the Board of Ed	18	19
20	21	22 5 pm Executive Session 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**

- The Korean War Veterans Association is hosting an event on Sunday, July 27 at 7:00 PM for the 61st Commemoration of the Truce Agreement. The event is being held at the Korean War Memorial on Potomac Avenue.

- Four consecutive Saturday summer evenings of family, friends and free music began on Saturday, July 12th with the *Music by the Lake* concert series. All of the **free** concerts are held from 7:00 PM to 8:30 PM at the City Park Bandshell. On July 26th, Ernie Bradley & The Grassy Ridge Band will take the stage at the Bandshell. This band combines Ernie's unique style on the banjo and other various instruments with hard driving rhythm of the guitar and strong tenor vocals; along with breathtaking fiddling, easy flowing bass playing, lead guitar breaks and spot-on rhythm. This premier band is hard to beat for fast-paced entertainment. The City of Hagerstown, the Washington County Arts Council, and the Hagerstown-Washington County Convention and Visitors Bureau are proud sponsors of the *Music by the Lake* concert series. Attendees are encouraged to bring your lawn chairs or blankets. In the event of rain, the concerts will be cancelled. As a reminder all City parks are smoke-free.

- Motorcycles lined the streets of Downtown Hagerstown for the fourth annual City Center Bike Night on Friday, July 18. Visitors experienced four blocks filled with all types of motorcycles in conjunction with great live music by Prophets of the Abstract Truth. Prophets of the Abstract Truth combined sax, guitar, vocals, hand percussion and a variety of basses in a way that has never before been experienced. The band created a mystical blend of blues, bossa nova and Latin-tinged modern jazz standards, as well as jazzy covers of Grateful Dead, Allman Brothers and even The Beatles. In addition there were fun activities for the kids, all sorts of vendors and food and beverages available from local restaurants, The Maryland Theatre and the Alsatia Club. The Maryland Theatre sold wine/beer cups for \$5. The new Wind Down format was incorporated into the event. The event was sponsored by The Maryland Theatre and The City of Hagerstown.
- Krumpe's Donut Alley Rally 5k Run/Walk will be held at 7:30 PM on Friday, August 8, 2014. All proceeds will benefit The Wounded Warrior Project.
- Market Faire On-The-Square will be held on August 14 from 8:00 AM to 2:00 PM. Vendors will offer fresh local produce, fruits, flowers and much more!
- The next Wind Down will be held on August 22, 2014. The Maryland Theatre and their committee has selected a sports theme for the event and it is entitled "Game On." It's a night of fun and games as we celebrate many of America's favorite pastimes. "Lucky Punk" is the band and playing on South Potomac Street in the Arts & Entertainment District. After all, dancing is a sport, right? There's a play area for the kids and plenty of activities for grown-ups, too!
- Augustoberfest will be held on August 23 and 24, 2014. On Saturday the event will be slated for 11:00 AM to 10:00 PM and on Sunday from 11:00 AM to 5:00 PM.
- Staff are working with groups on three September Events including Porchfest, September 13; City Park Fall Fest, September 20 and Thunder in the Square, September 25.
- An Arts Preview is being planned for early October in downtown in order to educate the public on all the arts organizations in Hagerstown and their many events. More information coming soon.

2. **Fundraising**

- The City Staff are working on the fundraising for Augustoberfest Charitable Foundation. Packages and ads are due in by July 28th.
- The Washington County Museum of Fine Arts will be presenting a \$2500 check to the City of Hagerstown for the Fishing Lesson Bear Sculpture in September.

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

- Reservations Accepted for City Park Ghost Walk and Haunted Hager House Tours

4. **Channel 25**

- Watch the City Newsroom at the top of every hour. This week's news stories include:
 - Hagerstown Municipal Band 100th Anniversary Feature
 - Celebration Fanfare and Song: Hagerstown Municipal Band's 100th Anniversary Performance
 - 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.
- In production:
 - Pop-Up Shop Promotion
 - Augustoberfest Preview
 - The Community's City Center Plan

5. **Websites:**

- City Website:

- About 3,300 users visited www.hagerstownmd.org for the week of July 14, 2014 - July 20, 2014. This is a significant decrease in web traffic compared to recent weeks.
- Top entrances (first page users accessed on the website):
 - ▶ Home page 951 users
 - ▶ Stay Informed page 155 users
 - ▶ Jobs page 135 users
- Top Searches:
 - ▶ "weekly reports"
 - ▶ "Christmas in July"
 - ▶ "most wanted"
 - ▶ "hotels"

- engageHagerstown:

- Total Participants: 225
- Unique Visitors: 3,145
- Page Views: 23,838
- Age Range:
 - ▶ 14-17: 5 users
 - ▶ 18-24: 10 users
 - ▶ 25-34: 47 users
 - ▶ 35-44: 31 users
 - ▶ 45-54: 40 users
 - ▶ 55-64: 24 users
 - ▶ 65+: 12 users
- Current topics:
 - ▶ How can our community work together to support our agricultural industry?
 - ▶ 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!
- ▶ How do you enjoy our parks? Pick your favorite activity at a park.

PLANNING & CODE ADMINISTRATION DIVISION

1. **Zoning Certificates Issued:**
 - 405 West Franklin Street – A1 Bail Bonds.
2. **Planning Commission:** The Planning Commission will review the following items at its July 30 meeting:
 - 12 South Potomac Street – Faith Chapel – final plat.
 - Urban Partners Project Update.
 - Review of Proposed Amendments to Land Management Code (2014) – Sign Regulations.
3. **Weekly Activity Report:** July 14 – July 18, 2014

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	7	Residential -	4	Commercial -	2	Other -	1	13
Electrical	18	Residential -	9	Commercial -	8	Other -	1	18
Plumbing	15	Residential -	12	Commercial -	2	Other -	1	14
Mechanical	5	Residential -	3	Commercial -	2	Other -	0	5
Engineering Dept.	24							25
TOTAL	69		28		14		3	75
Est. Value of Issued Building Permit Projects:					Fiscal Year End Totals:			
Residential	\$ 133,995.00				\$ 9,171,848.00			
Commercial	\$ 37,500.00				\$ 14,694,622.00			
Apartment	\$ 0.00				\$ 6,501,140.00			
Sign	\$ 29,240.00				\$ 384,386.00			
TOTAL	\$ 200,735.00				\$ 30,751,996.00			
Projects of interest: Installation of solar panels on roof at 12407 Fallen Timbers Circle - \$92,460								
<u>NUMBER</u>			<u>FACILITIES</u>			<u>UNITS</u>		
Registrations received			88			154		
New applications issued			16			28		
Total 2014-2015 registered (includes changes since 5/1/14)			2,541			6,707		
% of total invoiced that are registered			76.7 %			74.9 %		
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		\$ 7,700						
Adjustments		\$ 2,150						

INSPECTIONS

TYPE	NUMBER CONDUCTED
Building	32
Electrical	49
Plumbing	17
Mechanical	6
Safety	28
Neighborhood Vitality	115
Quality of Life	4
Preventive Maintenance	3
Planning & Zoning	4
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.

POLICE DEPARTMENT

1. STATS

Calls for Service:	1,856	Field Interviews:	81
Arrests/Warrants Served:	20	Moving Violations:	67
Domestic Violence Calls:	19	Parking Violations:	4
DUI Arrests:	2	Safety Repair Orders:	20
Reports Filed:	194	Warnings:	62

2. REPORTS

- 07/17/14: Officer C. Kelly responded to United Refrigeration on Sweeney Drive in reference to a burglary that occurred overnight. It was discovered that someone had broken into the business and stole copper pipe valued at over \$47,000. There are no suspects at this time.
- 07/18/14: A victim came to the Hagerstown Police Department to report his rear license plate was stolen from his vehicle while parked at Walmart. The front plate was left intact. There are no suspects at this time.
- 07/20/14: Officer Molineaux was dispatched to Winter Street for a reported assault. The victim, who owns his own taxi service, stated he was assaulted by one of his passengers. The two black passengers punched the victim in his face and fled the area. The victim had swelling and bruising to the right eye. Officers conducted an area check but the two suspects were not located.

3. **PRESS RELEASES**

- On Thursday July 17, 2014 at 11:40 PM, officers from the Hagerstown Department of Police were dispatched to the 700 block of Church Street for a reported robbery. When officers arrived, they located an adult male advising he had been assaulted by three black males in their late teens, and robbed of his backpack. The male sustained minor injuries to his head during the assault and was treated and released from Meritus Medical Center. Since being released from MMC, the victim has been uncooperative with efforts to identify the persons responsible. The Hagerstown Department of Police believes this to be an isolated incident where the victims and suspects are known to one another.

- On 07/23/14 at approximately 3 a.m., officers of the Hagerstown Police Department responded to a robbery at the 7-11 on Salem Avenue. An unknown male entered the store and approached the clerk. She eventually opened the cash register drawer and the suspect took cash and also stole several packs of cigarettes. The suspect fled on foot. A K-9 track was done with negative results. No weapon was displayed and no one was injured. Anyone with information is asked to contact the Criminal Investigation Division at 301-790-3700, Ext 237.

- The Hagerstown Police Department is still experiencing some reported burglaries in the North End of Hagerstown. The most recent was in the area of Potomac Avenue and Irvin Avenue around 4 a.m. on July 24. Police are asking that residents properly secure their homes by locking all doors and windows. We are further asking that citizens report any suspicious activities or persons. Anyone with information regarding these recent burglaries is asked to call the Criminal Investigation Division at 301-790-3700.

PUBLIC WORKS

PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	193	193
	University District Deck	288	288
	Downtown Parking Lots	379	379
Number of Patrons Using Decks	A & E Deck	1484	1,488
	University District Deck	1359	1,449
Sales of Discount Coupons		0	0
Number of Citations Issued	(Includes Warnings)	258	205
Number of Late Payment Notifications		64	53
Number of Cars Booted		1	2

CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	1	1
Fire	4	2
Human Resources	0	0
Light	2	1
Parks & Engineering	3	2
Police	8	8
Public Works	4	6
Wastewater	0	2
Water	4	4
Weekly Totals	26	26

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.

Traffic Signal Replacements: Staff is currently working a project to replace outdated signal heads at a number of intersections. The existing signals are smaller 8" diameter signals and use traditional incandescent bulbs. The new signals will be 12" diameter signals allowing for better visibility. The signal lights will use LED technology that will reduce energy costs by 70% to 75%.

LOCATION	DATE OF INSTALL	NO. OF HEADS
Randolph & Locust	7/21/14	2
North & Locust	7/22/14	4
Broadway & Locust	In progress	4
Cleveland & Liberty	TBD	6
Cleveland & Franklin	TBD	8
Washington & Buena Vista	TBD	4
Northern & Fountainhead	TBD	4
Burhans & Sherman	TBD	2
Salem & West Side	TBD	2

TBD = to be determined

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Problem Areas. Recent call-outs included:

- Mon. 7/14 - 255 South Potomac Street -- After hours cut-on for Commercial. Time Out: 16.0–16.3.
- Fri. 7/18 - 289 Frederick Street -- After hours cut-on for Commercial. Time Out: 16.0-16.3
- Wed. 7/23 - Eastern Boulevard & Dual Highway -- Tree on wires; Line crew cleared the tree from our lines. Time Out: 21.5 – 22.0
- Various locations: After hours cut-on for Commercial. Time Out: 16.0 – 16.5

Distribution: Recent activity included:

- Metering staff received no high bill complaints this week.
- Line crews continue trimming trees in various residential locations. Crews have been concentrating on trimming critical ROW in coordination with the HLD engineering staff and Potomac Edison. This work will further improve our reliability of service to our customers.
- Line crews continue to get calls for service following the last storm.
- Line crews have been coordinating with the contractor and other utilities at the old Bester School as part of the demolition and reconfiguration of South Potomac Street.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
13	0	2	0

Engineering Staff worked on the following projects:

- Engineering staff completed multiple permit reviews and service upgrade requests.
- The Staff Engineer reviewed bids for stock HLD materials purchases.
- The Staff Engineer and Electric Operations Manager reviewed and released a bid for Vegetation Management of HLD's electric facility rights of way. Proper maintenance of invasive trees, vines, and other obstructions are crucial to electric service reliability.
- Engineering staff assisted the Distribution Department by performing underground locating tasks during the absence of our regular locater.

Administration

- Staff assisted the Police Department at the firing range in Smithsburg. Some of the lighting over the target area was reconfigured at their request.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, July 16, 2014	9.67	0.00
Thursday, July 17, 2014	8.94	0.00
Friday, July 18, 2014	8.10	0.00
Saturday, July 19, 2014	7.45	0.00
Sunday, July 20, 2014	7.30	0.00
Monday, July 21, 2014	7.36	0.00
Tuesday, July 22, 2014	7.20	0.00
Weekly - Avg. Flow / Total Rainfall	8.00	0.00
Jul – Avg. Flow /Total Rainfall	9.14	4.25

Miscellaneous

- On Thursday 07/17/14 the State required plant flow meter failed, on Friday 07/18/14 the meter was back in service for now. We are now checking into an electronic system to store the data and discontinue the chart recorder.
- Troubleshoot control wiring that serves the Milltronics ultra sonic sensor on bar screen.
- Modified seal water, electric and controls to accommodate a new primary sludge pump.
- Troubleshoot O2 compressor that serves the Parkson DynaSand Filters.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	4, 11, 22	1,838	516	26
Flushing	4, 5	15,211		
Point Repairs		# of Repairs	Reason	L.F. of Repairs
Lateral Only	11	1	Roots	8.2

Collection System Maintenance Task

- Pulled pumps and motors controls from station 12, downloaded flow meter.
- Installed new SCADA System at station 19.
- Replaced grinder pump at 11319 Eastwood.
- Called to 11005 Palmwood (Canister full but both pumps worked after cleaning canister), excavated and replaced check valve at 11005/11029 Palmwood Circle.
- Grinder pump bench work (2 repaired).
- Electrical Power was disconnected to station 12 located at Western MD Parkway on 07/21/2014, will start demolition sometime in August. Removed copper wiring and scrap from interior of station and hauled to recycling, netted \$937.75.

- Excavated lateral at 1040 Mount Aetna Road for roots.
- Picked up Parks Department Bobcat with posthole digger and drilled 24 holes for fence at Storm Water Management Pond for First Data. Six had rock and had to be hydro hammered.
- Inspected lateral (from private C/O) at 1023 Georgia Avenue for the Light Department.
- Cleaned Potomac Ridge wet well for A.R &E.

Administration

Wastewater Division – Customer Call Log Summary 2014							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	3	5	0	0	1	1	10
YTD	39	60	7	1	1	46	154

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

Engineering

- Staff attended a Plan Review Committee meeting at City Planning.
- Staff met with a consultant on final approval of a commercial site plan.

Wastewater Laboratory

- Changed name of H: drive folder that contains the Lab Sheet from “Bob” to “Mike Horst” and notified Wastewater Operations.
- Digested last weeks sample for TKN/NH3 on the Willson Plant to recheck TKN result that was abnormally high.
- Collected and analyzed an additional TKN/NH3 for the Potomac River and the Willson Plant due to last week’s high result for TKN on the Willson Plant.
- Prepared reagents for Lachat operation.
- Process and regulatory testing was routine for the week.

WATER DIVISION

Plant Flows - System Demand (MGD)

Date	Willson	Breichner	Total
7/16/14	11.26		11.26
7/17/14	11.58		11.58
7/18/14	11.35		11.35
7/19/14	10.91		10.91
7/20/14	12.31		12.31
7/21/14	11.71		11.71
7/22/14	11.75		11.75
Average			11.55

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

- *Instrumentation*

- R C Willson – Assisted the contractor with the enunciation panel
- R C Willson – Working on del-pac feed system

Water Production at Breichner

- The Edgemont Reservoir is currently at -8.75'; 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 installing new meters throughout and repaired/replaced several hydrants at the water plant. We also replaced 500' of 2" water line at the airport.

Laboratory

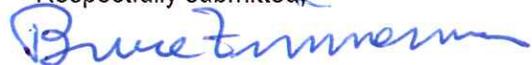
- (Nineteen) 19 results for Lead were reported to the corresponding residences.
- Attended Maryland Environmental Laboratory Association meeting.
- Reviewed changes to the EPAs Total Coliform Rule.
- Sampled for Mn at the Breichner Plant.
- Collected weekly THM/TOC sample.
- Submitted request for training to HR for Chief of Laboratory Testing and Lab Technician III.
- Attended Maryland Water Sampler Certification Course.
- Requested quotes for quarterly DBP monitoring from Fairway Laboratory, ALS, and Fredericktowne Laboratory.
- Submitted biweekly TKN/NH3 data to Hazen & Sawyer.
- Re-sampled for TKN/NH3 for the Potomac and for the Willson Plant due to an unusual result for the Willson TKN last week.
- Process and regulatory testing was routine for the week.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plan		2
Building Permit	11	

- Staff met with a commercial property owner and representative to discuss alternatives for new water service.
- Staff met with a consultant on final approval of a commercial site plan.

Respectfully submitted,



Bruce J. Zimmerman
City Administrator