

City of Hagerstown, Maryland

Status & Information Report No. 30 for 2014

August 1, 2014

To Mayor Gysberts and Members of the City Council:

UPCOMING MEETINGS

AUGUST 2014						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5 <i>No M&C Meeting</i>	6	7	8	9
10	11	12 3pm Executive Session 4:15pm Work Session	13	14 8am-2pm Market Faire in the Square	15	16
17	18	19 4pm Work Session	20	21	22 6-9pm Wind Down Hagerstown – Game On	23 11am-10pm Augustoberfest
24 11am-5pm Augustoberfest	25	26 7pm Regular Session	27	28	29	30
31						

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

BUSINESS & COMMUNITY RELATIONS DIVISION

1. **Events**

- On Saturday, August 2nd, Stoney Creek Bluegrass Band will conclude this seasons summer evenings 'Music by the Lake' concert series. The band features guitarist Ed Barney, banjo player Darrell Sanders, bassist Libby Files, and mandolin player Brett Smeltzer. Stoney Creek has a new sound of old bluegrass. The 'Music by the Lake' concert series is free and held from 7:00 PM to 8:30 PM at the City Park Bandshell. 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. Please no smoking.

- 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. To date, 348 people have registered for the race. Mr. Krumpe stated they are on track to match or exceed last year's numbers. Councilmember Metzner is starting the race.

- 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 South Potomac Street. The Maryland Theatre and their committee has selected a sports theme for the event and it is entitled "Game On." It will be held on August 22, 2104. 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. This Hagerstown tradition, now in its 19th year, features Bavarian entertainment and food. Interesting fact, I have one couple coming from out of town celebrating their 50th Anniversary at the event and another out of town couple celebrating their 1st Anniversary. We also have a group attending that is having their family reunion at the event.
- 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.

2. **A&E District**

- The A&E management board is gearing up to have musicians in the square every week starting August 1. The program is called 'Sounds of the Square', and Michael Jonnes is chairing the subcommittee. Entertainers so far are Jeff Kercheval on Aug. 1; Ony Maybe on Aug. 8; Dogfoot on Aug. 15; Dustin Shillingberg on Aug. 29; Candice Craig on Sept. 5; Barbara Ingram School for the Arts on Sept. 12; School of Rock, Acoustic Performers on Sept. 19; Rock Band, School of Rock, on Oct. 3 and Alt. 40 for Oct. 10.
- An Arts Preview is being planned for October 2 at University Plaza in order to educate the public on all the arts organizations in Hagerstown and their many events. More information coming soon.

3. **Fundraising**

- The City Staff are working on the fundraising for Augustoberfest Charitable Foundation and City Park Fall Fest and Sculpture.

4. **Volunteers**

- Bev David, Volunteer Coordinator, is working with volunteers who have responded to our outreach activities. She is processing paperwork and then matching applicants with opportunities. Also, three Alternate Sanction Request for Volunteer Forms were completed for request for help for City Events. Outreach efforts include coordinating with the Board of Education to provide students an opportunity to receive their SSL hours through assisting at City events and other engagement activities.

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

- Traffic Advisory: Repaving U.S. Route 40 between Walnut Street and Nottingham Road

6. **Channel 25**

- Watch the City Newsroom at the top of every hour. This week's news stories include:
 - Celebration Fanfare and Song: Hagerstown Municipal Band's 100th Anniversary Performance
 - Maryland Theatre Seating Promotion
 - Pop-Up Shop Event
 - Birdwatching in City Parks
 - Greens at Hamilton Run Promotion
 - Hub City Bike Loop Group Ride Promotion
 - Bicycle Safety Tips
 - Jonathan Hager House & Museum information video

- City Park History informational video
- Augustoberfest commercial
- Special Broadcasts:
 - ▶ Valor in the Streets – Saturday and Sunday at 2:00 p.m.
- In production:
 - New Outdoor Fitness Equipment Workout
 - Augustoberfest Preview
 - The Community's City Center Plan
 - 100 Anniversary of the Hagerstown Municipal Band

7. **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 777 users
 - ▶ Police 80 users
 - ▶ Utility Billing 80 users
- Top Searches:
 - ▶ "dog laws"
 - ▶ "land management code"
 - ▶ "landscape manual"
 - ▶ "abatement notice 185-5"

- engageHagerstown:

- Total Participants: 229
- Unique Visitors: 3,212
- Page Views: 24,392
- Age Range:
 - ▶ 14-17: 5 users
 - ▶ 18-24: 10 users
 - ▶ 25-34: 48 users
 - ▶ 35-44: 32 users
 - ▶ 45-54: 39 users
 - ▶ 55-64: 25 users
 - ▶ 65+: 12 users

- Current topics:
 - ▶ What do you consider a "must-have" experience in Hagerstown?
 - ▶ 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.
 - ▶ Capture a photo of your favorite piece or element of architecture in our City. Tell us why you chose it in the comments.

PLANNING & CODE ADMINISTRATION DIVISION

1. **Historic District Commission:** The HDC took the following actions at its July 24 meeting:
 - 122 North Potomac Street – Washington County Department of Social Services – approved a recurring temporary banner for the month of August every year (revision to previously approved application).
 - 13-15 South Potomac Street – Barbara Ingram School for the Arts – approved a temporary banner (from August 20 to October 20, 2014).
 - 934 Hamilton Boulevard – Mark Pine/Affordable Rental Property Management – tabled discussion/action on an application for replacement garage doors (applicant needs to research additional doors).
 - 122 North Potomac Street – Jason Pepin, et al – approved a new second floor porch rail.
2. **Planning Commission:** The Commission took the following actions at its July 30 meeting:
 - Approved a final plat for Bridge of Life at 12 South Potomac Street (to consolidate two lots containing meeting facility and the sanctuary).
 - Approved a request for waiver of landscape buffer (by residential property owner) for an eight-foot, solid wood fence between Schuster Concrete and 1088 Sherman Avenue.
 - Accepted update on Urban Partners project and The Community's City Center Plan.
 - Began review of draft amendments to the sign regulations in the Land Management Code.
3. **Board of Zoning Appeals:** Two cases were filed for the August 20 BZA hearing:
 - 32 West Baltimore Street – WLR Holding Company – special exception for an expansion of a nonconforming car wash operation.
 - 1450 Lindsay Lane – Lawrence and Nancy Weber – variance for permission to reduce the rear setback to 18 feet for construction of a sunroom.
4. **Urban Partners Presentation:** Jim Hartling will be at the Chamber's August 6th Eggs and Issues at the Academy Theater to give a presentation on The Community's City Center Plan. The event begins at 7:30 a.m.
5. **State's Infill, Redevelopment, Revitalization Initiative Report:** City staff members are reviewing the draft recommendations of this State report to facilitate infill, redevelopment, and revitalization. The report is as a result of a great deal of stakeholder input, including interviews with folks in several case study communities (which Hagerstown was one). Not too surprisingly for this type of initiative, most of the recommended strategies and actions are in line with what we are trying to accomplish with the City Center and surrounding neighborhoods. Members of the Maryland Department of Planning will be in town on August 12th to discuss the report with the Mayor and other City officials. The Planning Commission will discuss the report at their meeting on August 13th. We anticipate sending comments to the Maryland Sustainable Growth Commission by their deadline of August 20th.

6. **Code Administration Weekly Activity Report:** July 21–25, 2014

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	12	Residential -	5	Commercial -	6	Other -	1	12
Electrical	16	Residential -	11	Commercial -	3	Other -	2	16
Plumbing	12	Residential -	10	Commercial -	0	Other -	2	14
Mechanical	12	Residential -	6	Commercial -	5	Other -	1	12
Engineering Dept.	24							17
TOTAL	76		32		14		6	71

<u>Est. Value of Issued Building Permit Projects:</u>	<u>Fiscal Year Totals:</u>	
Residential	\$ 70,200.00	\$ 232,465.00
Commercial	\$ 4,330,913.00	\$ 4,784,613.00
Apartment	\$ 2,294,540.00	\$ 2,394,540.00
Sign	\$ 0.00	\$ 29,240.00
TOTAL	\$ 6,695,653.00	\$ 7,440,858.00

Projects of interest:

- Renovation to existing Armory and training facility for Senior Activity Center at 21 Willard Street - \$3,967,000
- Tenant fit out for Advanced Auto Parts at 12818 Shank Farm Way - \$189,000
- Construct two, three-story apartment buildings with attached garages at Collegiate Acres - \$2,292,640
- Interior renovations at 122-128 North Potomac Street - \$45,000
- Interior fit-out for Suite 205 at Trilogy II, 1185 Imperial Drive - \$90,000

<u>NUMBER</u>	<u>FACILITIES</u>	<u>UNITS</u>
Registrations received	90	287
New applications issued	14	33
Total 2014-2015 registered (includes changes since 5/1/14)	2,631	6,994
% of total invoiced that are registered	79.4 %	78.1 %

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	\$ 14,350
Adjustments	\$ 2,000

INSPECTIONS

<u>TYPE</u>	<u>NUMBER CONDUCTED</u>
Building	34
Electrical	49
Plumbing	17
Mechanical	11
Safety	49
Neighborhood Vitality	99
Quality of Life	7
Preventive Maintenance	42
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.

PARKING & ENGINEERING

1. **Active Software** Parks & Recreation staff are about one-quarter of the way through the design to setup software to manage the 33 facilities that the public can rent plus the registration of those joining our recreation activities. This will allow on-line rentals and registration for activities. This will be a major step in growing our recreation programs when it is complete in October.
2. **State Highway** Staff met with the County and the staff from the District 6 Office of Maryland State Highway Administration this week. Included in the discussions were:
 - Broadfording Road closure coordination
 - Paving Route 40 from Nottingham to Walnut starting August 4th.
 - Downtown signal modifications for handicapped accessibility.
 - Sharing information on the dozens of projects the staff from the three agencies are working on.
 - I-81 widening.
3. **Historic City Park Neighborhood Signs** We are coordinating the installation of masonry street name signs on Virginia Avenue for the Historic City Park Neighborhoods 1st and have sent letters to the property owners to set up meetings with them so we can mark the final locations for Public Works, who will be doing the construction.
4. **Train Museum** 450 event goers attended the Christmas in July event on Saturday, July 19th. Activities featured Thomas the Tractor Ride, face painting, balloon sculptures, model train displays and an outdoor movie.
5. **Parks Division** Work this week included: pouring concrete footings and slab for new pavilion at City Park; installing the new flagpoles at Memorial Park; delivering tables and other items to The Terrace for the Neighborhoods 1st event; and continuing to clean up trees and debris left from the wind & rain storm last week.

6. **Engineering Division Items**

Traffic issues		
Description	Week of 7/25/14	Calendar Year-to-date
Traffic complaints received	10	105
Work Orders completed	9	82
Traffic counts completed	1	22
Construction Projects		
Description	Week of 7/25/14	Calendar Year-to-date
Projects advertised for bids	0	14
Projects under construction	7	12
Projects completed	1	5

POLICE DEPARTMENT

1. **STATS**

Calls for Service:	1,751	Field Interviews:	85
Arrests/Warrants Served:	34	Moving Violations:	36
Domestic Violence Calls:	24	Parking Violations:	12
DUI Arrests:	2	Safety Repair Orders:	14
Reports Filed:	205	Warnings:	45

2. **REPORTS**

- **07/25/14:** Officer St. Clair responded to AutoServ on South Burhans Boulevard for a theft report. The victim and owner of the business stated some tools, valued at over \$6,000, had been taken overnight. He believes the suspect may be an upset employee from the previous day. The victim advised he would try to retrieve video footage for that night. No further information is available at this time.
- **07/26/14:** The Hagerstown Police Department was dispatched to the Church of the Brethren on Mulberry Street for a reported burglary. The church's maintenance employee discovered a side door that had the glass broken out. He also noticed the lights on in the secretary's office and discovered that her office had been ransacked and money had been taken. He called 911 and at that point he exited the building. There are no suspects at this time.
- **07/28/14:** Officer Schulz responded to Best Buy in reference to an attempted fraud report. An unknown suspect attempted to purchase a Mac Pro and iPad by opening a credit account with a false identification card. The fake identification card was collected for evidence. There are no suspects at this time.

3. **PRESS RELEASE**

- On 07/22/14 at 2:47 A.M. officers with the Hagerstown Department of Police were dispatched to the first block of Fairground Avenue for a reported robbery. When officers arrived on scene, they located two adult victims who advised they were robbed by an unknown black male. The victims further advised they were walking to the Sheetz convenience store when they were approached by an unknown black male wearing a black hooded sweatshirt. The male stated he had a gun and told the victims to give him their money. The victims complied with the male's demands and gave him their money. The male then fled the area. Neither victim was hurt during the robbery. While information was being gathered from the victims, officers located a male matching the description of the suspect a short distance from the scene. The male, Lewis Samuel Smith III, would be positively identified by the victims as the person who robbed them. Smith was subsequently arrested and charged with robbery and theft of less than \$100.

- On 07/24/14 officers were dispatched to the unit block of Murph Avenue in reference to shots fired. Responding units determined that the suspect vehicle was as a small burgundy colored four door car with unknown Florida registration. Witnesses observed an occupant of the vehicle discharge a firearm five times as it was traveling on Murph Avenue. The vehicle was last observed traveling east bound on North Avenue. There were no injuries and no damage was reported. Anyone with information is requested to contact the Hagerstown Police Department at 301-790-3700.

4. **OTHER NEWS/INFORMATION**

- Entry Level Police Officer Testing

The next Physical Qualification Test (PQT) and written test will take place on Monday, August 25, 2014 beginning at 7:00 a.m. at the Athletic, Recreation, and Community Center (ARCC) at Hagerstown Community College, located at 11400 Robinwood Drive. Only applicants who pass the PQT that day will be allowed to take the written test, which will be given immediately after the PQT. For those interested in applying, please visit <http://www.hagerstownmd.org/DocumentCenter/View/1642> to print a copy of the release which **must be signed** by a physician and brought with you to the testing. Please note that if you do not bring this signed form as well as a picture ID with you, you will **NOT** be allowed to take either test that day.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

1. **Problem Areas.** Recent call-outs included:
- Thur. 7/24 - 950 Mulberry Avenue- blinking lights; lugs inside meter socket were loose. Time Out: 18.2-19.2
 - Sat. 7/26 - 204 Belview Avenue- partial outage; lugs inside meter socket were loose. Time Out: 22.2-23.2
 - Mon. 7/28 - McKee Avenue- partial outage; tree limb removed from service and triplex reattached. Time Out: 15.5-16.5
 - Tues. 7/29 - 709 Pennsylvania Avenue- partial outage; bad connectors. Time Out: 15.3-16.8

2. **Distribution:** Recent activity included:
- Metering Staff received no high bill complaints this week.
 - Line crews continue trimming trees in various locations.
 - Lineworkers completed the installation of the primary and secondary terminations for the Boys and Girls Club electric service located on Noland Drive.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
12	0	5	0

3. **Engineering** Staff worked on the following projects:
- Engineering staff completed multiple permit reviews and service upgrade requests.
 - The Staff Engineer reviewed new materials for use on HLD's electric distribution system and specified their purchase for our use.
 - The Staff Engineer continued development of a specification for replacement HLD bucket truck to be purchased this fiscal year.

- Engineering Staff replaced a water pump in an HLD electrical transformer vault that had seized. These pumps prevent water from inundating the vaults and causing an outage.
- Engineering Staff performed updates and QA/QC on the electric model in the GIS environment.

4. **Administration**

- A bid was released for contract tree trimming and vegetation management for HLD distribution and subtransmission facilities. The intent is to utilize tree trimming services from trained arborists on an as needed basis in inaccessible locations to clear the right of way and reduce outage frequencies and duration.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, July 23, 2014	6.96	0.02
Thursday, July 24, 2014	7.20	0.01
Friday, July 25, 2014	6.74	0.00
Saturday, July 26, 2014	6.48	0.02
Sunday, July 27, 2014	6.70	0.64
Monday, July 28, 2014	8.15	0.03
Tuesday, July 29, 2014	7.05	0.00
Weekly - Avg. Flow / Total Rainfall	7.04	0.72
Jul – Avg. Flow /Total Rainfall	8.63	4.97

Miscellaneous

- On Sunday 07/27/14 the area experienced just under 1 inch of rain in less than a half hour. The plant peaked at just over 19 MGD and did not experience any problems.
- Met with Integrated Solutions and Technologies to review PLC Program. Began working towards integrating OAB alarms and data to our SADA system. This will allow better information handling and making adjustments to D.O. control.
- Isolated Oxygen feed to O.A.B. and pulled one of the control valves from Trains 1 & 2 so we could check the condition of the valve.
- Installed new wiring to primary sludge pump.
- Met with Envirep to perform startup on new primary sludge pump.
- Routine maintenance (MP 2 Program) and Corrective Work Orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	8, 17	711	192	15
Flushing	5	10,786		
Point Repairs		# of Repairs	Reason	L.F. of Repairs
Lateral Only	50	1	Broken check valve	3

Collection System Maintenance Task

- Emergency excavation at 1023 Georgia Avenue. Light Department removed a pole sitting over lateral causing sink hole. Hydro excavated and replaced 6" pipe.

- Measured main line behind old Teleflex and located their lateral for our engineering department.
- Pump Station 12: Set corner post for fence storm water management pond. Checked alignment set 22 post and poured concrete. Sorted through rubble at station 12 and loaded a tandem load of scrap to Conservit. Broke out floor over dry well and removed remaining scrap piping. Cleaned up dirt and rocks around post hole at SWMP. Hand raked area in bottom of pond reseeded and scattered straw. Started placing top rail for fence, picked up six pieces from Horst fencing. Loaded scrap piping from basement of station and hauled to Conservit. Cleaned up brick and block around station and started backfilling drywell.
- Blockage at 200 Rock Willow; flushed lateral from manhole 15045 to remove blockage approx 45 feet to curb, then CCTV'd line.
- Changed pressure tube at 11003 Palmwood Circle grinder pump.
- Cleaned and pressure washed doghouse manhole at station 25.
- Ordered new phase sensor for station 2.
- CCTV mains to prepare for 2015 overlay in district 5.
- Repaired road at 11003 Palmwood with stone and cold patch.
- Downloaded flow meter.
- Blockage at 200 Calvert Terrace, CCTV'd, public sewers were ok.
- Blockage call at 10977 Sassan Lane (c/o at house, at property line clear).
- Replaced seal filters at stations 6 & 9.
- Finished grinder pump bench work with 11 pumps ready and two pumps at Fluid Solutions for warranty repair.

Administration

Wastewater Division – Customer Call Log Summary 2014							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	1	3	0	0	1	0	5
YTD	40	64	7	1	2	49	163

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

Engineering

- Staff met with a consultant on final approval of an industrial expansion site plan.
- Staff met with representatives of a homeowners association to discuss a pipe rehabilitation contractor's drainage way restoration issue.
- Staff discussed with the Collections Superintendent several existing and planned projects.
- Staff met with the Wastewater Operations Manager to discuss upcoming projects.

Wastewater Laboratory

- Collected and analyzed an additional TKN/NH3 for the Potomac River and the Willson Plant.
- Contacted Hach to request a loaner auto-sampler for Lachat due to an abnormal grinding noise during operation.
- 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
7/23/14	11.94		11.94
7/24/14	11.77		11.77
7/25/14	11.76		11.76
7/26/14	11.18		11.18
7/27/14	11.04		11.04
7/28/14	11.13		11.13
7/29/14	11.45		11.45
Average			11.46

Water Production at RC Willson

- *Operations*
 - Routine cleaning
 - Routine PMs
- *Maintenance*
 - R C Willson – **Routine PMs**
 - R C Willson – Working on the temporary chlorine 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 -10.1'; the bypass is closed 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 made the tap for the new Baltimore Mack building on Rt. 63 and installed a 4" fire & domestic service for Starbucks & Noodles at the Valley Mall.

Laboratory

- Collected monthly THMs.
- Sampled for Mn at the Breichner Plant.
- Collected weekly THM/TOC sample.
- Interviewed candidate for Lab Tech III position.
- Submitted request for training for Lab Tech III.
- Submitted biweekly TKN/NH3 data to Jeremy Hise with Hazen & Sawyer.
- Process and regulatory testing was routine for the week.

Engineering

Reviews:

	<u>City</u>	<u>County</u>
Site Plan	2	2
Final Plat	1	
Building Permit	20	7

- Staff met with a consultant on final approval of an industrial expansion site plan.

Respectfully submitted,



Bruce J. Zimmerman
City Administrator