

# City of Hagerstown, Maryland Status & Information Report No. 49 for 2014

December 19, 2014

To Mayor Gysberts and Members of the City Council:

## UPCOMING MEETINGS

DECEMBER 2014						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 4pm Work Session	3	4	5 7pm City Park Tree Lighting	6
7	8	9 3:30pm Pre-Legislative Meeting @ USMH 5pm Work Session	10	11	12	13 9am Reindeer Run/Walk @ North Potomac Street/Elizabeth Hager Center
14	15	16 7pm Regular Session	17	18	19	20
21	22	23 No M&C Meeting	24 <b>HOLIDAY CITY OFFICES CLOSED</b>	25 <b>HOLIDAY CITY OFFICES CLOSED</b>	26 3-7 pm Historic Houses of Worship Tour	27
28	29	30 No M&C Meeting	31			

## DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

### BUSINESS & COMMUNITY RELATIONS DIVISION

1. **Grand Opening/Anniversaries:** A Grand Opening/Ribbon Cutting for Futurz Hair Gallery at 35 North Potomac Street in City Center Hagerstown was held this week. The owners of this establishment are Tony Ferriera and Linwood Racks.
2. **Events**
  - **Reindeer Run & Walk:** Hagerstown Police Athletic League's Reindeer Run & Walk was held on December 13 in City Center. The BIG giveaway this year was a big screen TV. Approximately 105 participated.
  - **Storybook Holiday 2014:** Storybook Holiday 2014 was held on December 13. This event was presented by the Frostburg Student Educators Association (FSEA), AmeriCorps, and the City of Hagerstown.
  - **Donut Drop Tour**  
December 23, 9:00 a.m. - 10:00 a.m. at Public Square  
What's NXT is planning a Krump's Donut Drop Tour in December where they take the giant donut (on a flatbed) and one of Krump's trucks and give away about 10 dozen donuts at different locations.

- Historic Houses of Worship Tour  
December 26, 3:00 p.m. to 7:00 p.m.  
This is a self-guided walking tour of historic houses of worship; brochures will be available at the Convention & Visitors Bureau prior to the event, at the Washington County Historical Society the night of event, and at each of the participating houses of worship. The tour runs from 3:00 p.m. to 7:00 p.m. and includes 16 City houses of worship and three points of interest in seasonal decoration with historic and architectural interpretations, music and art. A bus will be available on a continuous loop through City Center with six stopping points for those who want to reduce their walking distance. In case of inclement weather, the event will be rescheduled to December 27. For more information, please call 240.420.1740.

- Donut Drop  
December 31, 6:00 p.m. | Public Square, City Center Hagerstown  
Middletown Valley Bank presents the Krumpe's Donut Drop, New Year's Eve in Downtown Hagerstown! Family festivities, including free hot chocolate, coffee & Krumpe's donuts, begin at 6:00 p.m., donut drop at 6:59 p.m. For more information visit [www.whatsnxt.com/2015DonutDrop](http://www.whatsnxt.com/2015DonutDrop).

What's NXT has written to us to let us know that the Baltimore Sun will be doing a preview on the Donut Drop Event.

3. **Fundraising:** Staff is working on fundraising for the George Washington Statue and holiday events. Staff will begin fundraising for the Community Gardens and A&E Trail.

4. **Volunteers:** The Annual Boards and Commissions Luncheon was held this week. Seventy-five people attended the luncheon. Two longevity awards were given: one for 40 years of service to Dennis Miller, and a new Annual Volunteer Award will be given each year and is named the Dennis Miller Volunteer Award. Also, George Hill received a 10 year award.

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

- New Year's Resolution Solution: Parks & Recreation Yoga Programs
- Advisory: Christmas Tree Collection Schedule
- Advisory: Yard Waste Collection Wraps Up Last Full Week of December
- Advisory: Christmas Holiday Trash, Recycling and Yard Waste Collection Delay
- E-casts:
  - Great Gifts for the Golfer!

6. **Channel 25:**

- Watch the City Newsroom at the top of every hour. This week's news stories include:
  - Hagerstown's Main Street Maryland Designation Announcement
  - Spend the Holidays in Hagerstown Promo
  - Learn to Skate at Hagerstown Ice & Sports Complex Promo
  - "The Fishing Lesson" Public Art Sculpture
  - Special Broadcasts:
    - ▶ Divided Valor - Saturday and Sunday at 2:00 PM
- In production:
  - Hagerstown Ice & Sports Complex Re-dedication Promotion

7. **Websites:**

- City Website:
  - About 6,200 users visited [www.hagerstownmd.org](http://www.hagerstownmd.org) for the week of December 8-14, 2014.

- Top entrances (first page users accessed on the website):
  - ▶ Home page 2,087 users
  - ▶ Jobs page 341 users
  - ▶ Utility billing page 257 users
- Top Searches:
  - ▶ “sign ordinance”
  - ▶ “shopping”
  - ▶ “zoning map”
  - ▶ “land management code”
- engageHagerstown:
  - Total Participants: 371
  - Unique Visitors: 7,237
  - Page Views: 39,313
  - Current topics:
    - ▶ What are your ideas for naming the new trail that will connect the Arts & Entertainment District with City Park?
    - ▶ What creative use can you imagine for the Nicodemus Building at 170 West Washington Street?
    - ▶ What should our community value?
    - ▶ How do you stay active during the winter months?
    - ▶ Help us celebrate small businesses. Map your favorite Hagerstown local business.

**PLANNING & CODE ADMINISTRATION DIVISION**

1. **Zoning Certificates Issued:**
  - 1580 Wesel Boulevard – Lanna Thai Restaurant
2. **New Development Cases:**
  - 1150 Omega Drive (Lot 4, Hagerstown Business Park) – 1150 Omega Drive, LLC – condo plat
  - 1185 Imperial Drive (Lot 8R, Hagerstown Business Park) – Four Alphas, LLC – condo plat
3. **Historic District Commission:** The HDC reviewed the following matters on December 11:
  - 823 Forest Drive – Bruce and Wendy Zimmerman – approved an application to replace K-style gutters on the front of the house
  - 102 West Irvin Avenue – Nida Bikle – approved an application to replace K-style gutters and downspouts with half-round gutters and round downspouts
  - 36 North Potomac Street – City of Hagerstown – approved application to replace a single rear door with a double door
  - 36 South Potomac Street – Bowman Development – approved an application to construct a pedestrian bridge from the Walker House to the A & E deck

- Election of Officers: Mr. Gehr and Ms. Davis were re-elected as chair and vice chair respectively.

4. **2015 Western MD Local Government Exchange:** On December 12, the Steering Committee met to begin planning for the 2015 Exchange to be tentatively held on May 8<sup>th</sup> at multiple locations in downtown Frederick. Preliminary topics for the Exchange include rural transit-oriented development (RTOD), economic revitalization efforts across the region, and application of alternative energy to public buildings. City Planning Staff is represented on the Committee, as well as staff and officials from other Western Maryland communities.

5. **Weekly Activity Report:** December 8–12, 2014

PERMITS								
TYPE	NUMBER OF NEW APPLICATIONS							NUMBER ISSUED
		Residential -	Commercial -	Other -				
Building	4	3	0	1				4
Electric	27	11	15	1				27
Plumbing	17	14	2	1				18
Mechanical	9	4	5	0				10
Engineering Dept.	19							19
<b>TOTAL</b>	76	32	22	3				78

Est. Value of Issued Building Permit Projects:		Fiscal Year Totals:	
Residential	\$ 9,560.00		\$ 2,810,448.00
Commercial	\$ 0.00		\$ 35,218,135.00
Apartment	\$ 17,000.00		\$ 7,902,043.00
Sign	\$ 0.00		\$ 154,492.00
<b>TOTAL</b>	<b>\$ 26,560.00</b>		<b>\$ 46,085,118.00</b>

RENTAL LICENSING PROGRAM		
	PROPERTIES	UNITS
Total registered or invoiced for 2014-2015 program	3,436	9,411
Registrations received weeks of December 1	13	43
New applications issued weeks of December 1	1	1
Percentage of total invoiced that have registered & paid	99.0 %	99.0 %

PAYMENT	
Weekly payment received	\$ 2,150
Weekly adjustment/credits	\$ 350

INSPECTIONS	
TYPE	NUMBER CONDUCTED
Building	49
Electrical	34
Plumbing	27
Mechanical	12
Safety	12
Neighborhood Vitality	45
Quality of Life	1
Preventive Maintenance	2
Planning & Zoning	3

INSPECTIONS KEY:	
Categories of Conditions	
Safety	Conditions which are or reasonably present a hazard to occupant or public. Example: No smoke alarms, improper wiring, handrails
Neighborhood Vitality	Conditions which cause or tend to cause diminution to property Example: Weeds, trash, debris, junk vehicles, deterioration of a structure.
Quality of Life	Conditions which negatively impact occupants. Example: 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**

1. **Projects Under Design**

- Safe Routes to School trail and crosswalks for Bester School (waiting for final approval from State)
- Memorial Boulevard at Park Circle stormwater enhancements and Walnut Street bio-retention area to direct gutter flow into filtration area
- Tree boxes on East Franklin Street
- Bridge seals: replacements on several bridges
- Signal timing on Wesel Boulevard; working with County to coordinate our signals with theirs
- Pedestrian signal upgrade at Cannon/Antietam to add audio signals, count-down signals and ramps
- A&E Multi-Use Path from Downtown to City Park
- Fairgrounds Park Walkway from parking lot to office for handicap access

2. **Jonathan Hager House.** The Hager House will be opening its doors to participate in the 2014 Historic Houses of Worship Tour on Friday, December 26<sup>th</sup> from 3pm to 7pm. A total of sixteen historic houses of worship, including the Hager House, will be open to the public for self-guided tours, with holiday decorations created by county garden clubs, and special exhibits. Free shuttles will be on a continuous loop through City Center and to the Hager House in City Park. Shuttles are provided by various area churches.

3. **“Welcome to Hagerstown” Sign.** Located in Hellane Park along Route 40 East, the brick has been completed on the west side of the sign and we are in the process of laying brick on the east side. The actual 32 ft. long “Welcome to Hagerstown” sign has been received and should be installed within the next few weeks. The Downtown “Welcome” signs were also received and Public Works will install them.

4. **Kiwanis Park.** Construction of the new “Kiwanis Park” sign continues. Footers have been poured and the steel I-beams have been installed. We will start the masonry work soon. Pre-bid meeting was held on the stream restoration/boat access. Bids are due January 9<sup>th</sup>.

5. **Ice Rink:** Some noteworthy items from this month's HIAAA Board meeting:

- Rink has operated at a \$16,211 profit so far in this fiscal year
- Balance on hand is \$55,548
- Rink is much cleaner
- Water usage is down but gas and electric consumption (which we pay for) is up significantly. We are taking steps to resolve.
- DCED assisted the HIAAA by producing a marketing video that will be shown at Leitersburg Theaters in January and February.

- Public skate attendance is up 11% compared to last year
  - 15 adult hockey teams are playing at the rink each week
  - Getting prices from contractors to complete new locker areas per their Agreement with us.
6. **Municipal Stadium.** As requested by the Hagerstown Suns, we have been making various repairs throughout the Stadium prior to them taking over maintenance in 2015.

7. **Status of State Grants**

*NOTE: POS (Program Open Space) funds are requested through the County before submitting to the State and requires a 10% match; CP&P (Community Parks & Playgrounds) funds are requested direct from the State and requires no match*

- **State Approved Projects:** Work to commence in Spring 2015
  - ▶ C0335 Pangborn Park Wedding Gazebo (POS FY 2014)
  - ▶ C0773 Kiwanis Park Pavilion (POS FY 2014)
  - ▶ C0822 Potterfield Pool Shade Canopies (POS FY 2014)
  - ▶ C0822 Potterfield Pool Spray Amenities (POS FY 2014 & CP&P FY 2015)
- **POS for FY2015:** Approved on County level but not yet on State level
  - ▶ C0773 Kiwanis Park Creek Trails - \$90,000
- **CP&P for FY2016:** Notice of award will not be received from the State until April 2015 or later
  - ▶ C0859 Community Garden - \$30,000
  - ▶ C0387 Staley Park Pavilion - \$25,000
  - ▶ C0237 City Park Benches and Picnic Tables - \$30,000
- **POS for FY 2016:** Notice of award will not be received from the County until June 2015; must then apply to State for approval.
  - ▶ C0751 Develop Park adjacent AE Trail - \$45,000
  - ▶ C0626 Fairgrounds Park Soccer Field Lights - \$36,000
  - ▶ C0851 Dog Park, location TBD - \$54,000
  - ▶ C0626 Fairgrounds Park Pavilion in NE Quadrant - \$27,000
  - ▶ C0??? Skate Park, location TBD - \$27,000
  - ▶ C0237 City Park Play Equipment - \$31,500
  - ▶ C0751 Purchase Land to develop walking trail to connect City Center to City Park - \$100,000

8. **Jonathan Hager House.** The lead paint inspection has been completed on the Hager House residence and minor repairs were made. Effective January 1, 2015, our Recreation Assistant Emily Conrad will be the new tenant.

9. **Engineering Division Items**

Traffic issues		
Description	Week of 12/15/14	Calendar Year-to-date
Traffic complaints received	6	155
Work Orders completed	4	128
Traffic counts completed	0	39
Construction Projects		
Description	Week of 12/15/14	Calendar Year-to-date
Projects advertised for bids	0	22
Projects under construction	11	
Projects completed	0	11

## POLICE DEPARTMENT

### 1. STATS

Calls for Service:	1,458	Field Interviews:	81
Arrests/Warrants Served:	18	Moving Violations:	28
Domestic Violence Calls:	16	Parking Violations:	164
DUI Arrests:	0	Safety Repair Orders:	12
Reports Filed:	141	Warnings:	11

### 2. REPORTS

- 12/11/14: Officer Delicati responded to West Franklin Street for an assault in progress. The victim stated her boyfriend punched her in the stomach with a closed fist. She also stated he needs help with anger management. The victim refused medical help. The boyfriend was arrested and transported to Central Booking and charged with Assault 2<sup>nd</sup> degree. The victim was advised to seek a protective order.
- 12/13/14: Officer White was dispatched to Lynn Haven Drive for damage to motor vehicle call. The victim advised that someone had broken out the passenger side window to her vehicle. A majority of the glass was inside the vehicle; however the officer could not locate any item used to break the window. There are no suspects at this time.
- 12/14/14: Officer Hostetter responded to Bryan Place for a burglary report. The victim stated he believed a family member broke into his house and stole two credit cards. Nothing else was taken. The victim was advised to call the credit card company as soon as possible to report the theft. There is no additional information at this time.
- 12/15/14: Officer Lapp responded to the area of South Burhans for a report of a stabbing. Upon arriving the officer located a female lying in the middle of West Antietam Street. The victim was bleeding from a laceration in the area of her neck. The victim stated she was to meet the suspect through the Hagerstown Yard Sale Facebook Page. When he arrived he grabbed her by the throat and pulled her back into the woods on the north side of Antietam Street. The victim was transported to the Meritus Medical Center where additional injuries to the victim were discovered. No further information is available this time.

### 3. OTHER NEWS/INFORMATION

- In November 2014, citizens alerted Hagerstown Police to unusual activity in the 100 block of South Potomac Street. Because these complaints concerned suspected drug activity, Washington County Narcotics Task Force agents initiated an investigation which soon focused on a former inhabitant of the area, Kevin Wallace.

On Tuesday, December 9, 2014, the Washington County Narcotics Task Force (WCNTF) agents arrested Wallace for distribution of heroin after he directed a confidential informant to meet him at the corner of Antietam Street and South Potomac Street. Following the drug transaction between Wallace and the informant, Wallace was arrested in the first block of East Washington Street. Search incident to arrest found him to be in possession of additional heroin.

This investigation demonstrates the vital role the public is taking in our efforts to stop heroin dealing in our community. Heroin is the leading cause of drug overdoses and deaths in our area. We are grateful for the work being undertaken by the WCNTF. WCNTF is composed of officers from the Hagerstown Police Department, the Washington County Sheriff's Office and the Drug Enforcement Administration (DEA).

## PUBLIC WORKS

### PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	210	210
	University District Deck	449	448
	Downtown Parking Lots	366	366
Number of Patrons Using Decks	A & E Deck	NA	NA
	University District Deck	NA	NA
Sales of Discount Coupons		50	0
Number of Citations Issued	(Includes Warnings)	192	211
Number of Late Payment Notifications		58	41
Number of Cars Booted		1	1
Peak Occupancy (%)	A & E Deck	*NA	*NA
	University District Deck	*NA	*NA

\*NOTE: Due to the current 2-hour free parking promotion in the decks, occupancy percentages cannot be calculated accurately. This is in part due to the gates being raised each evening and weekend.

### CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	0
Fire	3	0
Human Resources	0	0
Light	2	2
Parks & Engineering	2	0
Police	9	6
Public Works	7	5
Wastewater	0	0
Water	6	5
Weekly Totals	29	18

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 three high bill complaints this week.
- Line crews continue trimming trees in various residential locations.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
13	0	1	0

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

- Engineering staff completed multiple permit reviews and service upgrade requests.
- The Staff Engineer reviewed final drawing for a new HLD bucket truck.

- The Staff Engineer met with an Arc Flash consultant at Berwick Offray to discuss modification to their electrical service.
- Engineering staff began installation of new shelving in the stockroom to better organize our materials and align with current and future operations at HLD.
- Engineering staff met with lighting representatives to discuss new lighting for underpasses in the City.

### **Administration**

- Underground conduits were located on a private lighting system that will be taken over by HLD. Once located, a sketch will be submitted to electrical contractor to complete the lighting installation per HLD specifications.

<b>WATER DIVISION</b>
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### **Plant Flows - System Demand (MGD)**

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
12/11/14	11.92		11.92
12/12/14	11.47		11.47
12/13/14	11.21		11.21
12/14/14	11.54		11.54
12/15/14	11.64		11.64
12/16/14	11.66		11.66
12/17/14	11.68		11.68
<i>Average</i>			<i>11.59</i>

### **Water Production at RC Willson**

- *Operations*
  - Routine cleaning
  - Routine PMs
- *Maintenance*
  - R C Willson – Routine PMs
- *Instrumentation*
  - R C Willson – Cleaning high service pump VFDs
  - R C Willson – Working on the new control room

### **Water Production at Breichner**

- The Edgemont Reservoir is currently at -9.1'; the bypass is open slightly 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 are working on the 2015 overlay list. We also repaired leaks on Green Mountain Drive & South Mulberry Street.

### **Laboratory**

- Contacted Chemical Solutions with regard to the results of the metals sampling for the R.C. Willson WTP. Results for Thallium were not reported down to the MCL (0.002mg/L).
- Completed annual IOC report for metals and Arsenic for the R.C. Willson WTP and the W.M. Breichner WTP.
- Contacted Fairway Laboratories to schedule routine sample pick-up for the weeks of Christmas and New Year's.
- Collected Pb and Cu samples from Hazen and Sawyers loop study.
- Verified sterilization of autoclave.
- Sterilized and disposed of microbiological waste.

- Sterilized water for bacteriological quality control.
- Completed monthly check of balance.
- Completed monthly check of colorimeter.
- Collected monthly THM samples of our distribution system.
- Collected weekly TOC on Potomac River.
- Collected weekly THM/TOC samples on the Willson plant.
- Process and regulatory testing was routine for the week.

**Engineering**

Reviews:	City	County
Site Plan	1	
Building Permit	10	

- Staff attended a development review meeting at the County Planning Office.
- Staff met with representatives of the Washington County Department of Engineering and Construction regarding design and shop drawing issues on the Yale Drive Extended project.
- Staff met with a consultant on final approval of a commercial parcel for redevelopment.

**WASTEWATER DIVISION**

**Wastewater Treatment Plant at Frederick Street**

Date	Flow (mgd)	Rainfall (inches)
Wednesday, Dec 10, 2014	7.88	0.00
Thursday, Dec 11, 2014	7.50	0.00
Friday, Dec 12, 2014	7.12	0.00
Saturday, Dec 13, 2014	6.82	0.00
Sunday, Dec 14, 2014	6.89	0.00
Monday, Dec 15, 2014	7.01	0.00
Tuesday, Dec 16, 2014	6.76	0.13
Weekly – Avg. Flow / Total Rainfall	7.14	0.13
Dec – Avg. Flow/Total Rainfall	6.99	2.13

**Miscellaneous**

- On Friday Dec. 12, 2014 Ozonia sent a person to investigate the UV problems. Unfortunately the person was not familiar with our installation. A conference call is scheduled with Ozonia on Friday, December 19<sup>th</sup> to discuss the situation.
- Fabricated and installed mechanical devices inside the UV panels so we can manually operate the UV bulbs during a communication failure.
- Excavated underground utility water leak and made repairs.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

## Wastewater Collection

### SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
Flushing	10	9006		

### Collection System Maintenance Task

- Excavated and pressure tested 4" force main at station 26.
- Hydro-excavated to replace check valves at 600 Fair Meadows Boulevard and 11128 Parkwood Drive.
- Replaced grinder pump at 600 Fair Meadows Boulevard and reset breaker at 20314 Teakwood Drive that was tripped.
- Installed Bio-Bags throughout infrastructure to control FOG.
- Collected flow data from north end and station 6.
- Blockage calls at 907 View St, 633 Northern Avenue and 342 North Cannon Avenue; all issues were owner's responsibility.

### 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	56	97	27	2	4	82	267

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

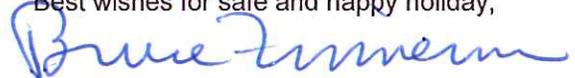
### Engineering

- Staff attended a Local Emergency Planning Committee meeting at the County Division of Emergency Services.
- Staff attended a development review meeting at the County Planning Office.
- Staff met with representatives of the Washington County Department of Engineering and Construction to discuss design and shop drawing issues on the Yale Drive Extended project.
- Staff met with a consultant to discuss the status of easement document preparation for a sewer main near Western Maryland Parkway.
- Staff met with a consultant regarding final approval of a commercial parcel redevelopment.

### Wastewater Laboratory

- Attended CPR training.
- Prepared reagents for Lachat operation.
- Process and regulatory testing was routine for the week.

Best wishes for safe and happy holiday,

  
Bruce Zimmerman  
City Administrator