

# City of Hagerstown, Maryland Status & Information Report No. 10 for 2015

March 13, 2015

To Mayor Gysberts and Members of the City Council:

## UPCOMING MEETINGS

MARCH 2015						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 No Meeting	4	5	6 7-9 pm Western MD Blues Fest Cabin Fever Blues Bash @ MD Theatre	7
8	9	10 7:15am State of the City @ Hager Hall  4pm Work Session  6:30pm State of the City @ Council Chamber	11	12	13	14 10 am St. Patrick's Day Run @ City Center
15	16	17 3pm Executive Session 4pm Work Session	18	19	20	21
22	23	24 4pm Work Session	25	26	27	28
29	30	31 7pm Regular Session				

## DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

### BUSINESS & COMMUNITY RELATIONS DIVISION

1. **Grand Opening/Anniversaries**

- A Grand Opening and Ribbon Cutting for Regenerate was held this week. The business is located at 20 West Washington Street, Suite 101 in City Center. Regenerate offers floatation therapy, zero gravity massage, and an oxygen lounge. Their unique float pods create a tranquil and distraction-free environment, enabling the mind and body to heal, focus, and harness creativity. Regenerate is owned by Eric Sarmiento and Bobbi Cool, and it is the only floatation spa in the region. The City assisted the business by finding them a location and approved them for the Partners in Economic Progress (PEP) Program.

- Please mark your calendar now for a Grand Opening and Ribbon Cutting for Zepheira Sports Bar. The business is located at 49 South Potomac Street in City Center. A formal invitation will be emailed to you soon. The event will take place on Friday, March 27 at 4:00 PM. The owner is Ham Abu Ziyad.
- On Wednesday, April 8 at 1:00 PM Advanced Auto Parts will host a Grand Opening and Ribbon Cutting. Councilmember Martin Brubaker will officiate. Advanced Auto Parts is located at 12818-D Shank Farm Way.

## 2. Events

- We now have 502 preregistered participants for the St. Patrick's Day Run Fest on Saturday, March 14<sup>th</sup>. This includes 53 runners who are registered for the half marathon. The City of Hagerstown, Washington County Government and the Community Free Clinic partner to host the event, which includes a one mile walk, a 5K course, an 8K course and a half marathon. We have runners from Bayonne, New Jersey; Fort Campbell, Kentucky; Bryn Mawr, Pennsylvania; Canton Ohio; Fayetteville, North Carolina and Philadelphia, Pennsylvania.
- Due to inclement weather, the Cabin Fever Blues Bash was changed to Friday, March 6. Even with the change of dates, the bash was a huge success with over 600 in attendance. Homemade Jamz Blues Band had the audience on their feet. Thanks to everyone for helping with the change of date and making it a huge success. The sponsors were the Herald Mail, Antietam Cable Television, Volvo, Antietam Brewery, M&T Bank, and the Maryland Theatre.
- The fourth annual Maryland International Film Festival, Hagerstown has received over 250 submissions, and the judges have announced the selections. Over 70 films will be shown in Hagerstown during the festival from March 26-28. The Maryland International Film Festival, Hagerstown (MDIFF-H) is scheduled to run March 26-28, 2015 and will be screening films from around the globe. Several world premieres will be shown, including two major features: *In God We Trust* and *Writer's Cramp*. Opening night, Thursday, March 26, is at the historic Maryland Theatre. Other venues on Friday and Saturday March 27 and 28 include the Academy Theater and the Bridge of Life Center along with the Washington County Free Library Fletcher Branch. Tickets are now on sale, through the Maryland Theatre box office, and also online at <http://www.marylandiff.com>. The Red Carpet for opening night of the film fest starts at 5:40 p.m. The program in the Maryland Theatre starts at 6:45 p.m. There are three shorts and one feature scheduled on the opening night. NBC's "The Black List" and "State of Affairs" Director Joe Carnahan will screen "Stretch" as the featured film. This film is rated R. Joe Carnahan will be on hand for questions and answers after the film. Please note Mr. Carnahan is the Maryland International Film Festival-Hagerstown's Creative Director. The MDIFF-H mission is to be a platform for independent filmmakers to engage audiences, collaborate with other filmmakers and educate the community with the celebration of film. For more information about MDIFF-H, and venues and times, see: <http://www.marylandiff.com>.
- The Western Maryland Blues Fest is just beginning its fundraising campaign, and a number of sponsors have committed. The committee has raised approximately \$80,000 to date.
- This week City staff hosted a meeting with event organizers for events not sponsored by the City but held in the City. These events included a 5K to benefit the Rescue Mission on April 25, a Superheroes Race organized by the Discovery Station on May 2, 2015, a run/walk/bike operated by the Robert W. Johnson Community Center on Saturday, May 23, a 5K being done by MIHI on June 20, a 5K and 10K being done by Chic-Fil-A on July 25 and a Ministry March on August 8. Staff reviewed routes, needed permits and services. We are working with the groups to make the events safe and successful.

## 3. A&E District

- Staff is working with the State of Maryland to organize the Annual A&E Managers Meeting being held in City Center on April 20. The meeting will begin and end at the Washington County Free Library.
- The A&E Management Board will be meeting again with Rodney Tissue to discuss art concepts on the trail and review a draft concept of trail sign designs. On March 12, the group is meeting with Patricia Walsh with the Americans for the Arts, Public Arts Network to get ideas on how to proceed.

4. **Volunteers:** The Volunteer Program is continuing. Bev David has been speaking with general volunteers, event volunteers and others. A number of people want to assist in enhancing the City. We have had a number of volunteers including students signed up to help with the St. Patrick's Day Running Fest.

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

- Floatation Spa Celebrates Grand Opening in City Center
- Traffic Advisory: St. Patrick's Day Run Fest
- E-casts:
  - You're Invited: Mayor Dave Gysberts Presents State of the City

6. **Channel 25**

- Watch the City Newsroom at the top of every hour. This week's news stories include:
  - State of the City
  - St. Patrick's Day Run/Taste of the Arts Promo
  - Hub City Mid Miler Check-In Event
  - St. Patrick's Day Run Fest Media Conference
  - Black History Month Video (event delayed to March 14)
- Special Broadcasts:
  - State of the City - Community Presentation
- In production:
  - Blues Fest Preview

7. **Websites**

- City Website:
  - About 8,100 users visited [www.hagerstownmd.org](http://www.hagerstownmd.org) for the week of March 2 - March 8, 2015.
  - Top entrances (first page users accessed on the website):
    - ▶ Home page 2,753 users
    - ▶ Jobs page 669 users
    - ▶ Utility Billing page 334 users
    - ▶ Yoga page 216 users
  - Top Searches:
    - ▶ "employment"
    - ▶ "yoga"
    - ▶ "hotels"
    - ▶ "jobs"
    - ▶ "snow removal"
- engageHagerstown:
  - Total Participants: 450
  - Unique Visitors: 8,497
  - Page Views: 45,307

- Current topics:
  - ▶ What do you believe is key to creating positive change in Hagerstown's future?
  - ▶ What City services would you like to see made available online?
  - ▶ Main Street is taking off! What have you seen in other Main Street communities that could work in Hagerstown?
  - ▶ What are some creative ideas for enhancing programming and operations at The Greens at Hamilton Run?

**PLANNING & CODE ADMINISTRATION DIVISION**

1. **Zoning Certificates Issued**
  - 121 John Street – Chico's Appliances - home work station for online retail sales (eBay) and a cleaning business
2. **New Development Cases**
  - 601 Northern Avenue - Washington County Roads Department - site plan for fuel center upgrades
3. **Planning Commission:** On March 11 the Planning Commission approved the minor site plan for the City's Community Garden project on South Potomac Street, and recommended approval of the 2014 Land Management Code Text Amendments to the Mayor and City Council.
4. **Weekly Activity Report:** March 2–6, 2015

<b>PERMITS</b>								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	3	Residential -	3	Commercial -	0	Other -	0	4
Electric	4	Residential -	4	Commercial -	0	Other -	0	4
Plumbing	11	Residential -	7	Commercial -	3	Other -	1	11
Mechanical	4	Residential -	3	Commercial -	1	Other -	0	4
Engineering Dept.	12							12
<b>TOTAL</b>	<b>34</b>		<b>17</b>		<b>4</b>		<b>1</b>	<b>35</b>
<b>Est. Value of Issued Building Permit Projects:</b>					<b>Fiscal Year Totals:</b>			
Residential	\$ 107,410.00				\$ 4,406,642.00			
Commercial	\$ 38,150.00				\$ 36,340,420.00			
Apartment	\$ 0.00				\$ 7,909,543.00			
Sign	\$ 11,925.00				\$ 245,617.00			
<b>TOTAL</b>	<b>\$ 156,660.00</b>				<b>\$ 48,902,222.00</b>			
- Interior renovation of existing two story single family dwelling at 617 Chestnut Avenue - \$45,000								
<b>RENTAL LICENSING PROGRAM</b>								
					<u>PROPERTIES</u>	<u>UNITS</u>		
Total registered or invoiced for 2014-2015 program					3,471	9,494		
Registrations received weeks of March 2 – 6					5	5		
New applications issued weeks of March 2 – 6					1	1		
Percentage of total invoiced that have registered & paid					99.8 %	99.8 %		
<u>PAYMENT</u>								
Weekly payment received		\$ 525						
Weekly adjustment/credits		\$ 150						

<b>INSPECTIONS</b>	
<b>TYPE</b>	<b>NUMBER CONDUCTED</b>
Building	13
Electrical	21
Plumbing	11
Mechanical	11
Safety	30
Neighborhood Vitality	6
Quality of Life	7
Preventive Maintenance	19
Planning & Zoning	3
<b>INSPECTIONS KEY:</b>	
<b>Categories of Conditions</b>	
Safety	Conditions which are or reasonably present a hazard to occupant or public. <u>Example:</u> No smoke alarms, improper wiring, handrails
Neighborhood Vitality	Conditions which cause or tend to cause diminution to property <u>Example:</u> Weeds, trash, debris, junk vehicles, deterioration of a structure.
Quality of Life	Conditions which negatively impact occupants. <u>Example:</u> Damaged surfaces, damages elements, missing screens
Preventive Maintenance	Conditions which are technical violations and need addressed to prevent deterioration. <u>Example:</u> Mortar deterioration, clogged gutters, minor rotting wood
Planning & Zoning	Conditions which violate Land Management Code requirements (zoning, forest conservation, floodplain, historic district and other requirements) and progress inspections of development projects for site plan compliance. <u>Examples:</u> Uses not permitted in property's zone, construction of new facilities, follow up inspections on open violations.

## FIRE DEPARTMENT

Below you will find the monthly Fire Report for February, 2015.

<b><u>Breakdown By Incident Type:</u></b>	<b><u>Total</u></b>	<b><u>Loss</u></b>
Fire	25	\$31,550
Rescue & EMS Incident	113	
Hazardous Condition (no fire)	24	
Service Call	55	
Good Intent Call	10	
False Alarm & False Call	79	
Special Incident Type	7	
<b>TOTAL INCIDENTS</b>	<b>313</b>	<b>\$31,550</b>

<b><u>Breakdown By Property Type:</u></b>	<b><u>Total</u></b>	<b><u>Loss</u></b>
Assembly	15	
Educational	9	
Health Care, Detention & Correction	10	\$25,000
Residential	188	\$3,800
Mercantile, Business	28	
Manufacturing, Processing	4	
Storage	12	
Outside Property	47	\$2,750

**Incident By District:**

Maugansville Fire (Co13)	3	.95 %
Clear Spring Fire (Co 4)	2	.63 %
Halfway Fire (Co26)	4	1.27 %
Smithsburg Fire (Co 7)	2	.63 %
Long Meadow Fire (Co27)	4	1.27 %
Hagerstown (HFD)	282	90.09 %
Funkstown Fire (Co10)	12	3.83 %
Out Of County (OUT)	4	1.27 %

**Average Turnout Per Incident:** 6

**Injuries:** Civilians - 23 Firefighters - 0

**Deaths:** Civilians - 0

**Average Time of Arrival:** 4:13 min (Within City Limits)

**Fire Scene Property Values:** \$14,027,650

**Fire Losses:** \$31,500 .22%

**Property Saved:** \$13,996,100 99.78%

**PARKS & ENGINEERING**

- CSX Railroad Abandonment.** Jim Bender met with Archie Arthur of CSX to look at the road crossings where CSX plans to remove their rails and ties. Here are their plans:

  - **Frederick Street crossing:** CSX responsibility ends on the south side of Frederick Street, so it will be the City's responsibility to remove the rails and ties in the street, along with the signal towers. Archie said that he could probably have their contractor remove the signal towers at the Frederick Street crossing for us. Also, an electric service for the signal control cabinet (Meter #14442) will need to be removed.
  - **First Street crossing:** CSX will remove a 12'-wide strip of roadway to pull out the rails, and will replace curb on both sides.
  - **Oak Street crossing:** CSX will remove rails, and will install curb on the east side of the street - no sidewalk will be installed.
  - **Wilson Boulevard crossing:** CSX will remove rails, and will install curb and sidewalk on the north side of the road to fill in the gap. CSX will probably pave the entrance into the former Solliday Oil business to maintain pedestrian access along the street, but won't install any new curb or sidewalk.
  - **Kuhn Avenue crossing:** CSX will remove rails. Jim requested that they lower the grade at the crossing to minimize/eliminate the hump in the road - Archie will review.
  - At all crossings, CSX will remove the posts and crossbucks that mark the crossing.
  - Archie estimated that it will take six to eight weeks to get a contractor lined up to start on this work.
- State Highway.** Rodney Tissue attended the quarterly meeting with the District staff and County Engineering staff and the following items of note were discussed:

  - Signs to change the recently widened section of Broadfording Road to Garland Groh Boulevard will be installed end of March.

- Paving of Route 40 from Walnut Street east to Edgewood Drive will commence in July. Brick crosswalks will be replaced in 2016.
- State updated the USMH sign on the Dual Highway.
- Draft plans of installing sidewalk on Route 11 from Sherman Avenue to Wesel Boulevard are complete and distributed for review.
- Dual Highway pedestrian 'Road Safety Audit' will be completed by the MPO by June.
- Construction of roundabout on Western Maryland Parkway at MD 144 will commence later this month.
- County reported they obtained the last portion of right of way they need to widen Eastern Blvd north of Jefferson Boulevard.

3. **Recreation News.**

- Winter Yoga Programs: We have wrapped up our Winter Meditation and Yoga programs at the Golf Course Club House and a total of seven new programs were held. Due to popular demand, we have added a second Yoga for Weight Loss 8-week series that will continue Mondays and Wednesdays (beginning March 9<sup>th</sup>) at Robinwood Professional Center. We are excited about this partnership with Meritus Medical Center as it allows us to continue our programs in an indoor setting which is greatly needed. We have also added Saturday classes, starting on March 21<sup>st</sup>, at Robinwood, that will continue through the end of April. New programs have been uploaded into Active and more info is also found here: [www.hagerstownmd.org/yoga](http://www.hagerstownmd.org/yoga)
- Hager House: Part-time staff have completed the inventory of over 300 items in the Hager House. The items have been documented into our new "Past Perfect Museum" software program. We are now working on documenting the items in the Museum which is estimated at over 200+ items. We also upgraded the displays in the Museum.
- Rec Seasonal staff: Interviews are underway to hire seasonal support staff for the Golf Course, Hager House, Train Museum and Pool Cashiers.
- New Adult Sports Leagues: We are gearing up for our kickball, dodgeball and wiffleball leagues to begin the week of March 23<sup>rd</sup>. Online registrations are being accepted and we are hosting a one-evening on-site sign-up at the Golf Course on Wednesday, March 18<sup>th</sup> from 6-8pm. The new leagues offer 'competitive friendly' sports play to those 18 and over. Leagues will take place at Fairgrounds and City Park in the evenings, Monday – Wednesday.
- The Greens at Hamilton Run: We are making repairs and completing ground maintenance to prepare for reopening the golf course for play on Friday, March 20<sup>th</sup>.

4. **Spring Start-Up.** We are getting the various leagues and users ready for their seasons. To date, the water has been turned on at the West End Little League, American Little League, City Park, Potterfield Pool and the Municipal Stadium. At the Stadium, we replaced burnt out lights, deteriorated wood on the bleachers, and we are making repairs to doors and fences. We also began scraping and painting the exterior wall.

5. **170 West Washington Street.** Sent addendums to bidders. Bid opening will be March 17<sup>th</sup>. Work includes improvements to roof and building exterior and will be on the Council agenda for March 31<sup>st</sup>.

6. **Kiwanis Park.** The boat ramp is complete. Parks Division will work on the walkway, parking and pavilion. Due to backlog of work, we likely will not get to this until June.

7. **Projects.** We are designing the following projects: Park Circle Bio-Retention areas; replace rubber seals at five bridges, and A & E Trail.

8. Engineering Division Items

Traffic issues		
Description	Week of 3/6/15	Calendar Year-to-date
Traffic complaints received	1	26
Work Orders completed	0	16
Traffic counts completed	0	3
Construction Projects		
Description	Week of 3/6/15	Calendar Year-to-date
Projects advertised for bids	2	11
Projects under construction	7	
Projects completed	0	0

**POLICE DEPARTMENT**

1. STATS

Calls for Service:	1,399	Field Interviews:	51
Arrests/Warrants Served:	23	Moving Violations:	59
Domestic Violence Calls:	33	Parking Violations:	91
DUI Arrests:	2	Safety Repair Orders:	24
Reports Filed:	160	Warnings:	102

2. REPORTS

- **03/06/15:** Officer Culp responded to Nottingham Road for a report of an open door to a vacant house. An employee for National Field Network was there for his random check on the foreclosed home. He stated he found the basement door was kicked in and also the front door was unsecured. It was obvious that someone had been staying in the residence without permission. He gave special permission to HPD to do future checks on the house. No further information is available at this time.
- **03/06/15:** Officer Walck was dispatched to West Washington Street for a reported theft. The victim stated that his snow blower was missing from his business, Hagerstown Check Cashing and Laundry. The business' video surveillance clearly showed a white male wearing a black jacket and black winter hat removing the snow blower from the parking lot of the business. The officer will keep a check to see if the machine will be pawned. No more information is available at this time.
- **03/08/15:** Officer St. Clair responded to West Franklin Street in reference to an assault. The victim advised he was jumped by two black males near the intersection of Church and North Prospect Streets. The suspects demanded money and when they did not receive it they assaulted the victim. He sustained a right swollen eye and a small cut on the eyelid. The victim was transported to Meritus Medical Center for treatment. No additional information is available.
- **03/09/15:** Officer Spigler responded to North Mulberry Street in reference to a burglary in progress. Upon arrival, the officer observed a SUV, with a running engine, parked close to the address of the burglary. The officer approached the vehicle to obtain identification when he observed a shotgun in clear view in the cargo portion of the jeep. Further investigation revealed numerous shotgun shells in the vehicle's glove box. A records check was done on the weapon and it was discovered the gun was stolen. No one in the vehicle claimed ownership of the gun and no one knew how it got into the vehicle. All individuals in the vehicle were charged with weapons violations. They were, however, found not to be involved with the burglary.

3. **OTHER NEWS/INFORMATION**

- **03/11/15:** Dispatch received a call around 4:40 p.m. that reported a 90 year old man was missing from his Pangborn Boulevard residence. The caller stated the man was last seen at 12:30 p.m. at his residence. The Hagerstown Police Department immediately began the search and at 5 p.m. Officer Biden located the man on Monte Drive. The gentleman appeared fine and did not display any signs of distress.

HPD received a call from the gentleman's daughter wishing to express her gratitude to the Department and all the officers who worked so quickly to find her father. The daughter lives in Iowa and was genuinely relieved by the quick response of HPD.

This is another great example how HPD pulls together as a unified team to serve the citizens of Hagerstown.

**PUBLIC WORKS**

**PARKING SYSTEM DATA**

		Current Week	Previous Week
<b>Number of Permit Holders</b>	A & E Deck	223	213
	University District Deck	464	464
	Downtown Parking Lots	366	366
<b>Number of Patrons Using Decks</b>	A & E Deck	1,889	1,981
	University District Deck	1,712	2,181
<b>Sales of Discount Coupons</b>			25
<b>Number of Citations Issued</b>	(Includes Warnings)	94	162
<b>Number of Late Payment Notifications</b>		44	45
<b>Number of Cars Booted</b>		0	2
<b>Peak Occupancy (%)</b>	A & E Deck	71% (Mo @ 2pm)	63% (Thu @ 2 pm)
	University District Deck	66% (Wed @ 2pm)	77% (Thur @ 2 pm)

**CENTRAL MAINTENANCE GARAGE REPAIR DATA**

	Current Week	Previous Week
<b>DCED</b>	1	1
<b>Fire</b>	1	3
<b>Human Resources</b>	0	0
<b>Light</b>	2	1
<b>Parks &amp; Engineering</b>	2	0
<b>Police</b>	4	10
<b>Public Works</b>	5	8
<b>Wastewater</b>	1	0
<b>Water</b>	3	1
<b>Weekly Totals</b>	19	24

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

**Problem Areas.** Recent call-outs included:

Wed. 3/11 - 400 Linganore Avenue- Miss Utility locate; emergency locate for Columbia Gas to make repairs to a gas main break. Time Out: 21.5-22.1

**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. Time Out: 21.5-22.1
- Line crews continue trimming trees in various residential locations.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
15	0	2	0

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

- Multiple permit reviews and service upgrade requests have been reviewed.
- Downtown street light facility additions have been added to the electric model in the GIS environment.
- The Staff Engineer reviewed plans and made recommendations for electrical upgrades affecting the City Center area.
- The required annual tests of utility vehicles and insulated electrical equipment per OSHA/ANSI standards has been scheduled.
- Staff is in the process of reviewing and updating the documentation for HLD maintained confined spaces in response to the upcoming Fire Department confined space rescue training.

**Administration:**

- Staff continues to compile information for the bid specifications of our 60,000+ square foot roof replacement.

### WATER DIVISION

**Plant Flows - System Demand (MGD)**

Date	Willson	Breichner	Total
3/05/15	12.60		12.60
3/06/15	12.84		12.84
3/07/15	12.65		12.65
3/08/15	12.35		12.35
3/09/15	12.99		12.99
3/10/15	12.83		12.83
3/11/15	12.86		12.86
<i>Average</i>			12.73

**Water Production at RC Willson**

*- Operations*

- Routine cleaning
- Routine PMs

*- Maintenance*

- R C Willson – Routine PMs

*- Instrumentation*

- R C Willson – Working on the SCADA upgrade
- R C Willson – Relocating lab analyzers

### Water Production at Breichner

- The Edgemont Reservoir is currently at -5.0'; the bypass is open and the hydrant is open.

### Water Distribution

- Distribution crews are working throughout the system performing customer service as needed. With a break from the cold, our focus is on repairing any hydrants, roadway boxes or meter tiles that need attention. We also repaired a leak on Main Avenue.

### Laboratory

- Collected Lead and Copper samples for Hazen and Sawyer's loop study.
- Collected Aluminum and TSS composite samples from lagoon discharge.
- Collected biweekly TKN and NH3 sample from R.C. Willson and Potomac River.
- Collected Nitrate samples from Willson and Breichner WTPs.
- Collected monthly THM samples.
- Updated POE, TKN/NH3, and Pb and Cu loop study spreadsheets.
- Submitted annual proficiency testing (PT) results for the parameters in our Water Quality Laboratory's list of certified parameters.
- 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

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Building Permit	5	4

- Staff attended a Water Planning meeting with the Water Division staff.
- Staff completed a performance reviews and interviews with the Engineering Technician and the Water Inspector.
- Staff attended the State of the City presentation at Hager Hall.
- Staff attended an Aquapipe seminar at the County Department of Water Quality.

## WASTEWATER DIVISION

### Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, March 4, 2015	7.33	0.64
Thursday, March 5, 2015	9.77	0.16
Friday, March 6, 2015	7.97	0.02
Saturday, March 7, 2015	7.85	0.00
Sunday, March 8, 2015	8.32	0.01
Monday, March 9, 2015	9.07	0.00
Tuesday, March 10, 2015	9.28	0.44
Weekly - Avg. Flow / Total Rainfall	8.51	1.28
Monthly - Avg. Flow / Total Rainfall	7.88	1.41

### **Miscellaneous**

- Troubleshoot #1 Bar Screen due to a fault showing the on drive. Discovered electric motor that operates the rake lost a phase, took to AR&E for repair.
- Set up necessary pumping equipment from collections needed to pump the effluent around the effluent outfall chamber. Cleaned debris from outfall chamber and videoed the 12" utility water supply pipe.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

### **Wastewater Collection**

#### **Collection System Maintenance Task**

- Crews removed snow at WWTP, Admin. Building and pumping station access roads.
- Inspected blockage calls at the following: 556 Liberty St, 1521 Howell Road, and 1112 Moller Ave. No issues with public sewer at 556 Liberty St. At 1521 Howell Rd, the cleanout cap had been removed and the stand pipe was full of snow. Snow was vacuumed out of the cleanout. Finally, a manhole near 1112 Moller Ave had a partial grease blockage, but nothing located on lateral.
- Inspected various areas of the collection system including Mulberry St. and Magnolia St. They also cleaned the wet well at pump station #2, areas in Districts 11 and 13 and other known problem areas throughout the City. These inspections resulted in the following repairs: two manholes need to be replaced, a float bracket at pump station 15 was replaced and a grinder pump was replaced.
- Crews completed other miscellaneous work including: cleaning and rearranging equipment in pole barn and drying beds, and using propane heater to dry out manholes and cure the epoxy coating, and installing Bio-Bags throughout infrastructure to control FOG.
- In addition to that work, the following maintenance was completed: the sewer main line CCTV camera was sent to the manufacturer for a new cable, Units 525 and 592 had B-Maintenance, and Unit 519 was cleaned.

### **Administration**

<b>Wastewater Division – Customer Call Log Summary 2014/2015</b>							
<b>Type</b>	<b>Blockages</b>	<b>Grinder Pumps</b>	<b>Odor Complaints</b>	<b>Flushing</b>	<b>WW Pump Station</b>	<b>Other</b>	<b>Totals</b>
Weekly	4	1	0	0	0	1	6
YTD 2015	20	22	4	0	0	15	61

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

### **Engineering**

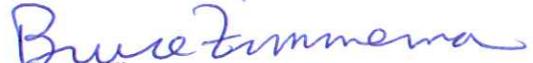
- Staff completed a performance review and interview with the Wastewater Inspector.
- Staff attended the State of the City Presentation at Hager Hall.
- Staff completed a performance review and interview with the Engineering Technician.

### **Wastewater Laboratory**

- Consulted with Industrial Pretreatment Manager to determine requirements for Industries within the City that wish to change chemicals used in day to day operations.
- Contacted our DMR-QA coordinator with regard to TKN method. We would like to change to range of concentrations used during calibration.
- Contacted Amcor to notify them of our on-site visit to discuss the use of a new cleaning product.

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

Respectfully submitted,

  
Bruce Zimmerman  
City Administrator