

City of Hagerstown, Maryland Status & Information Report No. 24 for 2015

June 19, 2015

To Mayor Gysberts and Members of the City Council:

UPCOMING MEETINGS

JUNE 2015						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 4pm Work Session	3	4	5 Wind Down	6
7	8	9 4pm Work Session	10	11	12	13
14	15	16 4pm Work Session	17	18	19 Tour of Washington County – City Center : Hagerstown Criterium Race	20
21	22	23 7pm Regular Session	24	25	26	27
28	29	30 No Meeting – MML Convention/Ocean City				

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

BUSINESS & COMMUNITY RELATIONS DIVISION

1. **GRAND OPENING**

- The next Grand Opening will be for Hagerstown Hearing LLC at 201 Prospect Avenue. They will be selecting a date soon.

2. **EVENTS**

- *Fishin' Frenzy*: The Fishin' Frenzy was held on June 13 at Pangborn Park. The City's Annual Flag Day Ceremony was held in conjunction with the event. Over 130 individuals fished and had great fun.
- *Tour of Washington County Bike Race*: The Antietam Velo Club is holding the **2015 Meritus Health Tour of Washington County Kickoff Criterium** powered by SRAM, which again represents the team's partnership with one of the world's leading bicycle component manufacturers. Continued local support is provided by the Hagerstown-Washington County Convention and Visitors Bureau and many other local businesses, which has made it possible for the team to promote this celebratory kickoff in the heart of the award winning Hagerstown's Arts and Entertainment District on Friday evening June, 19th. The event will begin at 5:30 p.m. with a bike parade. There are five different competitive events Friday evening, with the elite women once again being part of the full racing program.

- *Shakespeare in the Park*: Sponsored by the City of Hagerstown, Maryland Entertainment Group (MEG) brings Hagerstown its 2nd Annual Shakespeare in the Park with their free production of *Romeo & Juliet* in University Plaza at 50 West Washington Street. Performances will be on Friday, June 19 at 8 p.m., Saturday, June 20 at 8 p.m. and Sunday, June 21 at 6 p.m.
 - *Miss Maryland and Miss Maryland's Outstanding Teen Pageants*
 - Wednesday - Friday, June 24-26
7:30 p.m. - Preliminaries
 - Saturday, June 27, 2015
7 p.m. - Final Night
 - *Miss Maryland and Miss Maryland's Outstanding Teen*
Come watch Maryland's best as they vie for the title of Miss Maryland and Miss Maryland's Outstanding Teen. The Miss Maryland/Miss Maryland Outstanding Teen Pageants are official preliminaries to Miss America and Miss America's Outstanding Teen competitions, the world's largest scholarship organization for women. For more information please visit www.missmd.info.
 - *Fireworks at Fairgrounds Park*
July 4, Fairgrounds Park, Hagerstown
Opening ceremonies begin at 6 p.m.; entertainment at 6:30 p.m. Fireworks at 9:30 p.m. with 15,996 shells in 30 minutes.
 - *Wind Down Downtown Hagerstown*
Relax in City Center while enjoying great local musical talent, children's activities, vendors and plenty more at the Maryland Theatre. Event occurs rain or shine. For dates and more, visit www.mdtheatre.org.
 - June 5, 6 p.m. - 9 p.m.
Celebrating 100 Years, featuring Staff Infection – approximately 700 attended.
 - July 17, 6:00 p.m. - 9:00 p.m.
Rev It Up, featuring River Knot
 - August 21, 6 p.m. - 9 p.m.
Dog Days of Summer, featuring Prophets of the Abstract Truth
 - September 25, 6 p.m. - 9 p.m.
Thunder in the Square, featuring The Cruisers
 - October 16, 6:00 p.m. - 9:00 p.m.
Freaky Friday, featuring The Tone Hounds
 - *Bike Night*
July 17, 6 p.m.
City Center will roar with the sound of revved engines as motorcycles roll into Hagerstown. Enjoy a variety of "bikes," entertainment and vendors while visiting our local restaurants and businesses. The event benefits the Maryland Theatre.
 - *Music By The Lake*
July 11, 18, 25 & August 1, -- 7 p.m. City Park Bandshell
3. **A&E DISTRICT:** The Hagerstown A & E Management Team is planning the upcoming Sounds of the Square event and a calendar listing will soon be released.
 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 are now focusing on getting volunteers for summer events.

5. **THIS WEEK'S HEADLINES & MEDIA RELEASES:**

- Community Feedback Sought for Re-purposing Downtown Building
- Shakespeare in the Park Features "Romeo & Juliet"
- Hagerstown Partners with Bridge of Life Church to Observe 150th Anniversary of Civil War
- Traffic Advisory: Tour of Washington County Kick-Off Criterium
- E-casts:
 - Community Meeting: Re-purposing a Downtown Building
 - WATCH THIS!!! Month in Review for May 2015

6. **CHANNEL 25:**

- Watch the City Newsroom at the top of every hour. This week's news stories include:
 - Alms House Community Meeting
 - Potterfield Pool Splash Pad promotion
 - Emerald Ash Borer Public Information
 - Month in Review segment
 - Memorial Park/Circle of Achievement Overview
- In production:
 - Police Support Literacy with Books in Cruisers

7. **COMMUNITY MEETING: RE-PURPOSING A DOWNTOWN PROPERTY**

Thursday, June 25 at 6 p.m.
Bridge of Life Church
14 South Potomac Street

Community members are invited to discuss ideas for future uses of the former Alms House, located at 239 North Locust Street. The City would like to see the property re-purposed so that it can support a higher quality of life in the neighborhood. At the meeting, attendees will discuss how the community can work with the City to make a positive impact on the area through a new use of the property.

Discussion questions are also being hosted on the City's engageHagerstown website (see below). Researchers from MIT will attend the meeting and de-brief with City staff as part of their work in identifying how different forms of public input help shape government decisions.

8. **WEBSITES**

- City Website:
 - About 9,600 users visited www.hagerstownmd.org for the week of June 8, 2015 - June 14, 2015.
 - Top entrances (first page users accessed on the website):
 - ▶ Home page 3,101 users
 - ▶ Jobs page 378 users
 - ▶ Potterfield Pool page 318 users
 - ▶ Utility billing page 306 users

- Top Searches:
 - ▶ "pool"
 - ▶ "rental licensing"
 - ▶ "utility relief"
 - ▶ "code"
- engageHagerstown:
 - Total Participants 490
 - Unique Visitors 11,394
 - Page Views 51,332
 - Current topics:
 - ▶ What is your current perception of the Alms House?
 - ▶ What do you think the Alms House neighborhood needs?
 - ▶ The City is exploring future uses of the Alms House property. What is your idea for what the property should become?
 - ▶ Which local, emerging artists should be considered to include in our upcoming gallery?
 - ▶ How can we enhance pedestrian safety along Dual Highway?
 - ▶ What are some creative ways to incentivize pop-up businesses to make the City Center their permanent home?

PLANNING & CODE ADMINISTRATION DIVISION

1. **Zoning Certificates Issued**
 - 407 Park Place – True Money Clothing Line – home workstation for online retail sales of clothing.
 - 69 West Franklin Street – Lili’s – African hair braiding and weaving.
2. **Planning Commission:** The Planning Commission discussed the following on Wednesday, June 10:
 - 15-16 Public Square (Lots 1-4) – High Rock Investment - Final Plat.
 - Long Meadow Shopping Center Sears Building Rehabilitation – 1501 Potomac Avenue – Re-Use Site Plan.
 - Workshop: 500 South Burhans Boulevard – David Fisher/Fisher Sheds.
 - Home Day-Care Regulations/Limitations - Discussion.
 - Comprehensive Plan – Future Land Use Amendments – Discussion.
3. **Historic District Commission:**
 - The HDC took the following action on June 11:
 - 1009 Oak Hill Avenue – Patricia Wiley – approved plans to extend a rear deck.
 - 208 North Potomac Street – Paul Drnec – approved an application for a roof replacement and siding on dormers.

- 927-929 Oak Hill Avenue – Varner Paddock – workshop regarding porch repairs.
 - HDC cases on the June 25 docket include:
 - 20 West Washington Street – Michael Fitzgerald – new window and solar lighting.
 - Workshop: 1019 Oak Hill Avenue – Robert Miller – demolish and rebuild garage.
4. **More Achievement in Development Service:** The site plan for the rehabilitation and reconfiguration of the former Sears Building at Long Meadow was submitted on May 12. It was reviewed by the Plan Review Committee (PRC) on May 26 and approved by the Planning Commission on June 10. Review time elapsed: 29 days.
5. **Code Administration Weekly Activity Report:** June 8–12, 2015

PERMITS								
TYPE	NUMBER OF NEW APPLICATIONS							NUMBER ISSUED
		Residential -		Commercial -		Other -		
Building	4	Residential -	4	Commercial -	0	Other -	0	11
Electric	17	Residential -	7	Commercial -	8	Other -	2	17
Plumbing	17	Residential -	13	Commercial -	4	Other -	0	17
Mechanical	10	Residential -	5	Commercial -	5	Other -	0	10
Engineering Dept.	36							37
TOTAL	84		29		17		2	92

Est. Value of Issued Building Permit Projects:		Fiscal Year Totals:	
Residential	\$ 288,250.00		\$ 5,242,955.00
Commercial	\$ 232,605.00		\$ 42,721,944.00
Apartment	\$ 0.00		\$ 8,089,915.00
Sign	\$ 1,500.00		\$ 327,269.00
TOTAL	\$ 522,355.00		\$ 56,382,083.00

- Projects of Interest**
- Construct single family home at 566 Jefferson Street - \$115,000
 - Construct single family home at 562 Jefferson Street - \$115,000
 - Concrete pad for generator at 1350 Marshall Street - \$150,000
 - Interior renovations to space C for child care administration at 1075 Sherman Avenue - \$50,000

RENTAL LICENSING PROGRAM YEAR EFFECTIVE JULY 1, 2015		
	PROPERTIES	UNITS
Registrations received week of June 8 – June 12	246	574
New applications issued week of June 8 – June 12	5	10
Total 2015-2016 registered (includes changes since 5/1/15)	1,165	2,404
Percentage of total invoiced that have registered	34.7 %	26.7 %

Notes: The 2015-2016 rental license renewals for 9,002 units in 3,360 properties were printed and mailed on May 1, 2015.

PAYMENT	
Weekly payment received	\$ 43,050
Weekly adjustment/credits	\$ 975

INSPECTIONS	
TYPE	NUMBER CONDUCTED
Building	40
Electrical	33
Plumbing	30
Mechanical	9
Safety	65
Neighborhood Vitality	94
Quality of Life	5
Preventive Maintenance	9
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.

PARKS & ENGINEERING

1. **Massey Property.** Some updates on this project:
 - Plat: This week the County formally submitted the revised plat to our Planning Division. It will be reviewed at the July 8 Planning Commission Meeting
 - Agreement: Mark Boyer spoke with County Attorney Kirk Downey and they have not reviewed the draft Agreement we sent them about two months ago. Mark will continue to press for a response.
 - Demolition Contract: We plan to advertise this the week of July 6th
 - Schedule: Best case, if we get cooperation from the County we will have the introduction of the Ordinance at the July Regular Session meeting and the demolition contract and Ordinance approval on the August agenda. Demolition would be September/October; however, if we choose to use bond funding for demolition, we may need to delay the actual demolition work until we subdivide the parcel to meet the conditions of bond funding.

2. **Community Parks & Playground Funds.** We recently received notice that the following two projects have been included in the FY 2016 Maryland Capital Budget; funding is contingent on receiving approval by the Maryland Board of Public Works:
 - Community Garden \$30,000
 - Staley Park Pavilion \$25,000

3. **New Program Open Space (POS) Projects.** The projects listed below were recently approved on the County level. The next step is to request approval on the State level:
 - A&E Walking Trail (develop park between City Center and City Park) \$45,000
 - Fairgrounds Park Soccer Field Lights \$36,000
 - Fairgrounds Park Pavilion for NE quadrant \$27,000

4. **Status of State Approved POS Projects**
 - In Progress
 - Kiwanis Park Creek Access (Paths) \$90,000 – construction to commence soon

- Pangborn Park Gazebo \$10,800 – work in progress (est. completion date Aug. 1); Kiwanis Park Pavilion \$22,500 – construction commenced this week.

- Recently Completed

- CP&P FY 2015: Potterfield Pool Spray Amenities \$30,000
- POS FY 2014: Potterfield Pool Shade Canopies \$13,500; Potterfield Pool Amenities \$49,500

5. **Recreation News**

- Ice Rink: Many good things are taking place at the Ice Rink. Some major repairs have been completed, the new Cooling Tower has arrived, and new programs have been started.

We have a group of "in line" skaters coming to the rink on Saturday evening, June 27th from 5-8 pm. We anticipate 30-50 kids ranging in age from 6-18 to be there. We are hoping this will give us a nucleus of players to get a youth rec league started this Fall.

- Hager House: The American Doll House Tours will continue through this weekend, June 21st. To date, 213 people have pre-registered for the tours through our active on-line registration.

- Golf Course: New Callaway golf merchandise has been ordered and will be for sale at the Clubhouse. New Callaway merchandise includes sleeves of balls, golf towels, hats, gloves and new rental club sets. For June 9-16, course POS took in \$8,474 and 565 rounds started.

- D. Pool: Staff is preparing for our first Dive-In Movie of the summer at Potterfield Pool. The program will be held Wednesday, June 24th and begins at 7pm with an evening swim. The movie will begin at dusk. For June 9-16, pool POS took in \$5,232.50 and we had 1,578 paid patrons (225 per day average).

- E. Bird Walks in the Park: Our Saturday, June 20th Bird Walk at City Park has seven people pre-registered. The walk begins at 7:30am. This program is in partnership with the Washington County Bird Club.

- F. Adult Kickball: This league began at Fairgrounds on Monday, June 15th. There are 8 teams registered and the league will continue for 10 weeks. Registration is still open and will close Wednesday, June 24th.

- 6. **Safe Routes to School.** Construction on Safe Routes to School at Bester Elementary is progressing. Most of the curb and sidewalks are completed on Mulberry Street and grading for the 8-foot path is starting this week.

7. **Out to Bid**

- We will advertise a contract this week to reconstruct Alleys 3-36 and 5-11.

8. **Engineering Division Items**

Traffic issues		
Description	Week of 6/12/15	Calendar Year-to-date
Traffic complaints received	1	75
Work Orders completed	1	53
Traffic counts completed	2	22
Construction Projects		
Description	Week of 6/12/15	Calendar Year-to-date
Projects advertised for bids	0	17
Projects under construction	7	
Projects completed	2	3

POLICE DEPARTMENT

1. STATS

Calls for Service:	1,744	Field Interviews:	85
Arrests/Warrants Served:	31	Moving Violations:	39
Domestic Violence Calls:	22	Parking Violations:	185
DUI Arrests:	2	Safety Repair Orders:	13
Reports Filed:	169	Warnings:	107

2. REPORTS

- 06/10/15: Officer Bobetich responded to Lowe's on Wesel Boulevard for a stolen motor vehicle report. The victim stated he parked his Buick Century on the Lowe's lot when he went on duty. When he went to his vehicle on his break the vehicle was gone. The vehicle is in good condition and has a value of \$3,000. Dispatch checked tow records and there was no history of any tows from that Lowe's location. No further information is available.
- 06/14/15: Officer Graffagnini responded to the Hagerstown Police Department for a report of a theft from a motor vehicle. The victim advised she parked her Ford minivan on Concord Street while visiting a friend. The victim left her purse in the vehicle but locked the van. She did, however, leave the windows down a little since the temperatures were so high. She later realized that her wallet was gone from her purse. The officer advised her to contact her bank and have her cards cancelled. No further information is available at this time.
- 06/15/15: Officer Vanderwall was dispatched to Bramly Drive for a report of a ransacked vehicle. The victim stated that someone had entered his vehicle and taken his coins from the console. It should be noted that Officer Keefer also took two reports in the area for the same type of incident. Every victim advised the suspect only took loose change and US currency. There are no suspects at this time.

3. PRESS RELEASES

- On 06/15/15 officers responded to the 400 block of Park Place for a report of a shooting. Upon arrival officers located a male with gunshot wounds to the legs. Also at the scene officers located several shell casings. The suspect had fled the area prior to the officer's arrival. The male victim was transported to Meritus Medical Center and is listed in serious condition. There were numerous persons on the street at the time of the incident. Investigators are attempting to identify those possible witnesses. We are asking anyone with information concerning this incident to call Hagerstown City Police Department Criminal Investigation Unit at 301.790.3700, x234.
- Update to Missing Person report taken on 05/20/15. This has now been classified as a homicide. On 05/20/15 officers were flagged down in the 1000 block of North Mulberry Street by a concerned citizen requesting a welfare check of a possible missing juvenile. Officers responded to East Avenue to check the residence and take the report of the missing juvenile. Through the course of the investigation officers became suspicious of the information being provided. Detectives obtained a search warrant of the residence and located the body of the victim concealed within the house. At this time, Ernie Benjamin Chase, step father of the victim, has been arrested and charged with the murder of Melissa Skye Collins.
- On 06/13/15 officers responded to the area of 93 Manor Drive for a stabbing. When officers arrived they located a male and a female with stab wounds. Through investigation it was determined that the suspect was an ex-boyfriend of one of the victims. The suspect fled prior to the arrival of the officers. The victims were transported to Meritus Medical Center. The female sustained serious medical injuries. The male victim's injuries do not appear to be life threatening at this time. The suspect was later apprehended and is charged with First Degree Attempted Murder, Second Degree Attempted Murder, First and Second Degree Assault and Reckless Endangerment.

PUBLIC WORKS

PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	262	263
	University District Deck	306	307
	Downtown Parking Lots	408	408
Number of Patrons Using Decks	A & E Deck	1,851	1,943
	University District Deck	1,563	1,572
Sales of Discount Coupons		0	0
Number of Citations Issued	(Includes Warnings)	177	172
Number of Late Payment Notifications		41	51
Number of Cars Booted		4	0
Peak Occupancy (%)	A & E Deck	77% (Sat @ 4 pm)	67% (Tue @ noon)
	University District Deck	52% (Thu @ 2 pm)	50% (Wed @ 2 pm)

CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	2	0
Fire	6	2
Human Resources	0	0
Light	3	2
Parks & Engineering	2	2
Police	5	12
Public Works	9	5
Wastewater	0	4
Water	2	11
Weekly Totals	29	38

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:

Sun. 6/14 - 831 Maryland Avenue- total outage; bird caused transformer fuse to operate;
Time Out: 6.7-7.7

Tues. 6/16 - 671 Hager Street- total outage; customer's main breaker was tripped.
Time Out: 20.6-21.4

Distribution: Recent activity included:

- Metering Staff received no high bill complaints this week.
- Line crews continue trimming trees in various residential locations.
- HLD Staff attended annual Confined Space Training, which was performed by the Hagerstown Fire Department. Many thanks to Rich Gilbert for taking the time to meet with us and go over the processes and procedures that HLD line crews must take before and during entry into a confined space.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
30	0	4	0

Engineering Staff worked on the following projects:

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- The Staff Engineer met with Code Enforcement officials to discuss vegetation management related items along HLD overhead electric facilities.
- The Staff Engineer continued work on lighting for the A&E Trail.
- IT Staff and the Staff Engineer coordinated the latest upgrade to HLD's MILSOFT electric system model software. Various improvements and corrections to HLD's model will be realized after this upgrade.

Administration

- With coordinated efforts with the Finance Department, staff is in preparation of the yearend inventory counts of HLD's material stock facility.
- The damaged HLD SCADA and City of Hagerstown fiber optic cables were tested and inspected in preparation of repair. These comm lines were damaged during demolition of the former Municipal Electric Light Plant last October.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, June 10, 2015	6.91	0.00
Thursday, June 11, 2015	6.99	0.00
Friday, June 12, 2015	7.19	0.93
Saturday, June 13, 2015	6.63	0.37
Sunday, June 14, 2015	7.15	0.92
Monday, June 15, 2015	8.13	0.29
Tuesday, June 16, 2015	7.46	0.01
Weekly – Avg. Flow / Total Rainfall	7.21	2.52
June – Avg. Flow /Total Rainfall	7.24	4.31

Miscellaneous

- Installed new conduit and wire in O2 Building to allow for upcoming integration work.
- Excavated and located utility water piping for fermenter sample room.
- Rebuilt WAS pump in ASPS bldg.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	22	846	20	1
Flushing	16, 22	3,092		
Point Repairs		# of Repairs	Reason	L.F. of Repairs
Main Line Only	11,21	2	Roots/Broken Pipe	18

Collection System Maintenance Task

- Trimmed trees and spread mulch around collections building.
- Cleaned 100' of 24" storm drain for Engineering Department on Broadfording Road and CCTV'd then cleaned storm drain and catch basin at Park Circle.
- CCTV crew completed reach 22081/22076.
- Flushing heavy debris between manholes 22075/22081 and 22081/22076 for future CCTV. Found cracked pipe and offsets.
- Excavated lateral at 1008 North Potomac Avenue for broken pipe; replaced lateral to curb and installed clean out.
- Excavated service at 114 Ray Street; found problem on property owner side.
- Replaced 10 ft broken pipe at 1037 Mount Aetna Road.
- 2000 Boxwood Court, installed pump # 519 pulled pump 323.
- Worked on grinder pumps 323 and 385.
- Grinder pump call 11015 Plumwood Circle, removed pump #300 installed pump #385.
- Replaced grinder pumps cores at 1511, 1614 Kensington and 11110 Mahogany.
- Replaced off float at station # 24 and investigated pump failure at station # 2.
- Installed new gasket on pump flange at Station # 19 and reinstalled pump. Exercised all emergency generators. Replaced battery at Station 19 and worked on weed control at Station and # 2.
- Repaired check valve arm on # 2 pump at Station 8.
- Replaced SCADA antenna and cable at Station 4.
- Placed rip rap in storm water ditch to prevent erosion along access road to City property behind WWTP; also top soiled site.
- Weed control at stations # 5, 27, and 28.
- Spot welded handgun valve on unit 528.
- Maryland Industrial Truck completed warranty issue and Unit 527; now back in service.

Administration

Wastewater Division – Customer Call Log Summary 2014/2015							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	0	2	0	0	0	0	2
YTD 2015	35	45	4	5	2	28	119

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

Engineering

- Staff attended an insurance training at Human Resources.
- The utility contractor extending the main in Yale Drive is currently making good progress with process adjustments associated with an unexpected increase in the scope of work.

Wastewater Laboratory

- Met with County's Industrial Pre-treatment Manager to discuss the impact of Amcor's new cleaning agent on the Wastewater Treatment Plant. The amount of discharge entering our system is less than 50 gallons per week. Based on the relatively small amount of waste entering our collection system along with the low levels of contaminants present has led to the conclusion that there will be little to no impact on treatment plant.
- Analyzed orthophosphate sample from R.C. Willson WTP.
- Analyzed water distribution samples for ammonia, nitrite, and orthophosphate.
- Prepared reagents for Lachat operation.
- Process and regulatory testing was routine for the week.

WATER DIVISION

Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
6/10/15	12.58		12.58
6/11/15	13.39		13.39
6/12/15	13.20		13.20
6/13/15	12.20		12.20
6/14/15	11.86		11.86
6/15/15	12.66		12.66
6/16/15	12.51		12.51
6/17/15	12.31		12.31
Average			12.58

Water Production at R C Willson

- The Phase IV work continues with the corrosion inhibitor going on-line this week. The General Contractor continues to complete the critical path items as well as punch list items.
- *Operations:*
 - Crews primarily worked on routine facilities maintenance and routine preventive maintenance. Training is ongoing on the new chemical feed systems as well as the new SCADA system.
- *Maintenance*
 - Maintenance staff worked on routine preventive maintenance and continues to participate in employee training for the new equipment.
- *Instrumentation*
 - Instrumentation staff continues work with ABB on the new SCADA system. Staff is also working on the automated valve at Pump Station 3 and installing communication equipment at the Willson Plant.

Water Production at Breichner

- The Edgemont Reservoir pool elevation is -11.05 feet below crest and the bypass valve and the hydrant are closed. Staff continues to work with Triad Engineering on the Breach Analysis and on the ongoing work to determine the toe and spillway seepage. Staff is preparing an interim Standard Operating Procedure to allow the reservoir level to safely flocculate for the on-going study.

Water Distribution

- Distribution crews are working throughout the system performing customer service as needed. Crews continue to work on the meter replacement program and the large meter testing program. Crews continue to work on the Buford Drive main replacement and have installed approximately 800' of new 8" pipe. Crews are also working on the installation of a new fire service line on South Mulberry Street.
- Hydrant flushing is ongoing and will be significantly increased to help pull the corrosion inhibitor through the water distribution system. Crews are assisting with system sampling to ensure compliance with the Stage 2 Disinfection By-Product Rule.

Laboratory

- Received results for Breichner WTP for SOCs and VOCs.
- Compared phosphate in-line monitor results with those of the Lachat. Determined discrepancy between the two analyzers was due to the fact that the Lachat displays a value of phosphate as phosphorous, while the in-line monitor displays a value of phosphate as phosphate. There is a conversion factor of 3.06, which is equivalent to the difference between the monitors.
- Met with Water Division Manager to discuss monitoring for nitrification in our distribution system. Collected distribution samples in preparation for our change to chloramines. This sampling will be used to identify trouble spots in our distribution system, as well to find areas where nitrification may be occurring.
- Received CCRs from HBP.
- Delivered CCRs to Smithsburg, Williamsport, and Funkstown.
- Compiled contact list for laboratories eligible to bid on the LT2 project.
- 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>
Site Plans	2	1
Preliminary Plats	0	0
Final Plats	0	0
Building Permits	16	5

- Staff attended workman's comp self insurance training at Human Resources.
- Staff attended a progress meeting for the Patterson Building redevelopment project.
- Staff met with the Water Division to discuss options for existing pump station relocation.
- Staff met with a residential developer regarding new water services.
- Staff met with a fire protection company representative to discuss residential sprinkler systems.

Respectfully submitted,

 Valerie Means
 City Administrator