

# City of Hagerstown, Maryland

## Status & Information Report No. 33 for 2015

August 21, 2015

To Mayor Gysberts and Members of the City Council:

### UPCOMING MEETINGS

AUGUST 2015						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4 3pm Special Session  3:30pm Work Session  5:30pm National Night Out @ Fairgrounds Park	5 8pm Dive-In Movie @ Potterfield Pool	6	7	8
9	10	11 No M&C Meeting	12 4pm Planning Commission Meeting	13 4:30pm Historic District Commission Meeting	14	15
16	17	18 3pm Executive Session  4pm Work Session	19 7pm Board of Zoning Appeals Meeting	20	21 6pm Wind Down – Dog Days of Summer	22
23 11am Augustoberfest	24	25 7 pm Regular Session	26 7pm Planning Commission Meeting	27 4:30pm Historic District Commission Meeting	28	29
30	31					

### DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

#### BUSINESS & COMMUNITY RELATIONS DIVISION

1. **Grand Opening of Renovated Apartments for USMH Students:** The project partners along with Mayor & Council celebrated the grand opening of the first downtown student housing at 100 North Potomac Street on Thursday, August 13th at 4:30 p.m.
  
2. **Events**
  - **Krumpe's Donut Alley Rally 5K Walk/ Run:** Approximately 837 participated in the 5<sup>th</sup> Annual Krumpe's Walk/Run on Friday, August 14. Councilmember Metzner kicked off the race again this year. All proceeds will benefit The Wounded Warrior Project and locally, the Warrior Hunting Adventures and Healing Waters Fly Fishing for Wounded Warriors 5K Run/ Walk. This event continues to grow each year; the first year there were 343 participants.

- **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](http://www.mdtheatre.org).  
August 21, 6:00 p.m. - 9:00 p.m.  
Dog Days of Summer, featuring Prophets of the Abstract Truth
- **Augustoberfest**  
August 22 & 23  
City Center, Hagerstown  
Saturday, 11:00 a.m.–10:00 p.m.  
Sunday, 11:00 a.m.–5:00 p.m.  
This Hagerstown tradition, now in its 20th year, features Bavarian entertainment and food. [www.augustoberfest.org](http://www.augustoberfest.org)
- **Downtown Summer Slide Festival**  
August 29th in Downtown Hagerstown  
11:00 a.m. to 4:00 p.m.  
Featuring an 825-foot water slide, beer garden, live bluegrass music, kid's activities, food and fun! For information visit [www.whatsnxt.com/slide](http://www.whatsnxt.com/slide)

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

- New Restaurant Serves Up a Taste of Southeast Asia
- Traffic Advisory: Frederick Street & Eastern Boulevard
- Traffic Advisory: West Antietam Street
- Traffic Advisory: Pavement Preservation Program
- E-casts:
  - Grand Opening and Ribbon Cutting for Pho D'Lite Restaurant

4. **Channel 25:**

- Watch the City Newsroom at the top of every hour. This week's news stories include:
  - Augustoberfest promotion
  - Citizen's Police Academy Overview
  - Porchfest Preview
  - Kickball Promotion
  - Potterfield Pool Splash Pad Promotion

5. **Website:**

- **City Website:**
  - About 8,100 users visited [www.hagerstownmd.org](http://www.hagerstownmd.org) for the week of August 10 - August 16, 2015.
  - Top entrances (first page users accessed on the website):
    - ▶ Home page                    2,950 users
    - ▶ Jobs page                     385 users
    - ▶ Utility billing page        383 users
  - Top searches:
    - ▶ "permits"
    - ▶ "police report"

- ▶ “parking”
- ▶ “dog park”
- ▶ “jobs”

- engageHagerstown:

- Total Participants: 535
- Unique Visitors: 13,684
- Page Views: 56,164
- Current topics:
  - ▶ What days and times would you like to see the City Farmer’s Market in downtown Hagerstown open?
  - ▶ What products and services would you like to see at the City Farmer’s Market in downtown Hagerstown?

**PLANNING & CODE ADMINISTRATION DIVISION**

1. **Zoning Certificates Issued:**

- 1259 Maryland Avenue – Lanco Dairy Farms Coop, Inc., d/b/a Lanco-Pennland Quality Milk Products – office with a small amount of retail milk products sales
- 1313 Pennsylvania Avenue – Rita’s Hagerstown LLC – Italian ice shop (change in ownership only)
- 17670 Garland Groh Boulevard – Spirit of Halloween – temporary retail sales of Halloween costumes and decorations (August 21-November 3, 2015)
- 71 West Franklin Street – Okorina International Food & Boutique – retail sales of grocery items, clothing, and accessories

2. **Board of Zoning Appeals:** The BZA heard one case on August 19. Siegfried Schletterer filed a variance application for a shed in the front yard (along Calvert Terrace) at 1400 Potomac Avenue. The variance request was denied.

3. **Historic District Commission:** The following cases were reviewed and considered at the August 13 HDC meeting:

- 927-929 Oak Hill Avenue – Paul Johnson – approved an application to wrap the fascia only on the front porch
- 170 West Washington Street – City of Hagerstown – approved application to demolish the one-story addition on the rear and to construct a cricket for stabilization purposes on the corbeled chimney on the North Prospect Street side of the building
- 64 East North Avenue – Petrie Hallahan-Tibbs – approved rear porch alterations
- Workshop: 920 The Terrace – Damien Myers – advised that the property owner not remove one of the chimneys on this house
- Workshop: 120 East North Avenue – Stephanie Craft – advised the owner to proceed with front porch alterations including a new rubber roof, new mahogany flooring, gutters and soffit

The following is on the HDC’s agenda for August 27:

- 120 East North Avenue – Stephanie Craft – front porch alterations
- 71 West Franklin Street – Okorina International Food & Boutique – sign replacement

- Workshop: 66 West Washington Street – Delta Building
4. **Planning Commission:** The Planning Commission will consider the following on August 26, including:
- Public Review Meeting for the Indoor Plant Cultivation and Processing Facilities text amendment.
  - Joint Meeting with Washington County Planning Commission.
5. **Weekly Activity Report: August 10-14, 2015**

PERMITS								
TYPE	NUMBER OF NEW APPLICATIONS							NUMBER ISSUED
		Residential -		Commercial -		Other -		
Building	3	2	1	0				9
Electric	16	11	5	0				16
Plumbing	12	9	3	0				12
Mechanical	4	0	4	0				4
Engineering Dept.	9							10
<b>TOTAL</b>	<b>44</b>	<b>22</b>	<b>13</b>	<b>0</b>				<b>51</b>

Est. Value of Issued Building Permit Projects:		Fiscal Year Totals:	
Residential	\$ 20,620.00		\$ 988,627.00
Commercial	\$ 816,600.00		\$ 1,840,331.00
Apartment	\$ 0.00		\$ 136,000.00
Sign	\$ 60,000.00		\$ 91,800.00
<b>TOTAL</b>	<b>\$ 897,220.00</b>		<b>\$ 3,056,758.00</b>

- Projects of Interest**
- Interior fit out for Behavioral Health at 952 North Burhans Boulevard - \$745,000
  - Freestanding sign with electronic message board for CNB Bank at 1591 Potomac Avenue- \$60,000

RENTAL LICENSING PROGRAM YEAR EFFECTIVE JULY 1, 2015		
	PROPERTIES	UNITS
Registrations received week of August 10 – August 14	37	88
New applications issued week of August 10 – August 14	4	4
Total 2015-2016 registered (includes changes since 5/1/15)	3,031	8,109
Percentage of total invoiced that have registered	90.2 %	90.1 %

**Notes:** The 2015-2016 rental license renewals for 9,002 units in 3,360 properties were printed and mailed on May 1, 2015. A second past due notice for those still not registered was mailed on Aug 6. A \$50 per structure late fee was added to those accounts still not in compliance.

PAYMENT	
Weekly payment received	\$ 6,800
Weekly adjustment/credits	\$ 3,125

INSPECTIONS	
TYPE	NUMBER CONDUCTED
Building	41
Electrical	49
Plumbing	19
Mechanical	10
Safety	56
Neighborhood Vitality	83
Quality of Life	8
Preventive Maintenance	61
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. **Recreation Programs**
  - Fall Adult Sports Leagues. Registration is open now for our Fall Leagues.
  - Intro to Yoga. Twenty-five students attended our free yoga class on August 15.
  - Beginner's Yoga. This 6 week series begins this Saturday, August 22 and 10 have registered so far.
  - Yoga for Weight Loss. Begins August 22 and will continue for 8 weeks. Twenty-eight have registered to date.
2. **Hager House.** Fall Fest planning is underway and volunteers are being secured to assist with the wedding ceremony of "Jonathan and Elizabeth" and helping with tours during the event on September 19<sup>th</sup>. Staff has also begun planning for the October Ghost Tours. Tickets for the wedding and Ghost Tours are available through our Active site here (as well as a listing of all our upcoming programs) [https://apm.activecommunities.com/hagerstownparksandrec/Activity\\_Search](https://apm.activecommunities.com/hagerstownparksandrec/Activity_Search)
3. **Potterfield Pool.** Camps have concluded for the season and the pool is now only open on the weekends through Labor Day. Annual "Pooch Plunge" is Wednesday, September 9<sup>th</sup>.
4. **Golf Course.** Staff is preparing for the 1<sup>st</sup> Annual Senior Championship on Friday, August 21<sup>st</sup> and the 3<sup>rd</sup> Annual City Championship on Saturday, August 22<sup>nd</sup>.
5. **Board of Traffic and Parking.** The Board met last week and discussed the following requests:
  - Adding on-street handicap parking at Library
  - Make Maryland Avenue at First Street a four-way stop
6. **Maintenance.** We are making minor repairs, scraping and painting the Staley Park residence and the Funkhouser Park residence. Our crews continue to trim trees and clean up debris, trim shrubs and weed, and turf maintenance.

7. **Engineering Division Items**

<b>Traffic issues</b>		
Description	Week of 8/16/15	Calendar Year-to-date
Traffic complaints received	2	101
Work Orders completed	0	70
Traffic counts completed	0	32
<b>Construction Projects</b>		
Description	Week of 8/16/15	Calendar Year-to-date
Projects advertised for bids	0	26
Projects under construction	7	
Projects completed	0	7

**POLICE DEPARTMENT**

1. **STATS**

Calls for Service:	1,684	Field Interviews:	45
Arrests/Warrants Served:	26	Moving Violations:	31
Domestic Violence Calls:	20	Parking Violations:	197
DUI Arrests:	1	Safety Repair Orders:	4
Reports Filed:	154	Warnings:	85

2. **REPORTS**

- **08/14/15:** Officer Goggin was dispatched to HPD for a report of a stolen registration tag from a motorcycle. The victim stated he was eating at Bob Evans Restaurant and when he returned to his motorcycle he noticed the tag was missing. The victim reported the stolen tag to the MVA and was advised to report the same to the Hagerstown Police Department. There are no suspects at this time.
- **08/15/15:** Officer Daveler responded to Hamilton Boulevard for a reported assault. The victim stated she was assaulted by her neighbor. The neighbor was playing his music too loudly at midnight and was asked to stop by the victim. The neighbor became belligerent to the victim and hit her in the face. The officer will be filing charges on the neighbor for Assault 2<sup>nd</sup> degree.
- **08/16/15:** Officer C. Kelley responded to Spruce Street in reference to a burglary report. The victim stated she had just returned home from a vacation and discovered someone was living in her residence while she was out of town. She suspected her ex-boyfriend since she found some of his personal belongings in a bedroom. The officer also found a ladies purse with identification inside. No one had permission to be in her residence while she was away. Charges are forthcoming for the ex-boyfriend and his female companion.

3. **PRESS RELEASES**

- On 08/19/15 at 10:13 p.m. officers from the Hagerstown City Police Department responded to Rita's Italian Ice, 1313 Pennsylvania Avenue, for a report of a robbery in progress. The suspect is described as a male, unknown age, wearing a black hoodie and black sweat pants. The male displayed a small caliber handgun during the robbery. He fled the area prior to the officers' arrival with an undisclosed amount of cash. No one hurt during this incident. A search of the area was conducted by officers along with a K-9 track. The suspect was unable to be located.

**Update:** The suspect is further described as a light skin black male, approximately 6' tall with a slim build. He was wearing a black, thigh length, winter coat with the hood up, black sweat pants, black gloves, dark shoes and a black windbreaker type material concealing the lower portion of his face. The suspect was wearing a black beanie style knit hat with red trim on the top and bottom of the front fold and a red emblem in the middle. A cash reward is being offered for information leading to the identity of the suspect. Anyone with information can call 301-790-3700 ext 899.

- On 8/20/15 at 12:41 a.m., officers responded to the rear of the 300 block of North Jonathan Street for reports of shots being fired. Upon arrival they located a male victim with life threatening injuries. The male victim is identified as 41 year old Antonio Leon Mooney of Hagerstown. Mooney was pronounced dead at the scene and his body has been sent to the Office of the Chief Medical Examiner in Baltimore. The police department is asking for witnesses or anyone with information to contact HPD at 301-790-3700, x234 or email [crimetip@hagerstownpd.org](mailto:crimetip@hagerstownpd.org)

**PUBLIC WORKS**

**PARKING SYSTEM DATA**

		Current Week	Previous Week
<b>Number of Permit Holders</b>	A & E Deck	274	260
	University District Deck	308	306
	Downtown Parking Lots	442	440
<b>Number of Patrons Using Decks</b>	A & E Deck	1,266	1,227
	University District Deck	1,347	1,305
<b>Sales of Discount Coupons</b>		50	0
<b>Number of Citations Issued</b>	(Includes Warnings)	170	192
<b>Number of Late Payment Notifications</b>		55	38
<b>Number of Cars Booted</b>		2	1
<b>Peak Occupancy (%)</b>	A & E Deck	46% (Thu @ 2 PM)	48% (Wed @ 2PM)
	University District Deck	48% (Tue @ noon)	44% (Tue @ noon)

**CENTRAL MAINTENANCE GARAGE REPAIR DATA**

	Current Week	Previous Week
<b>DCED</b>	0	1
<b>Fire</b>	6	5
<b>Human Resources</b>	0	0
<b>Light</b>	1	2
<b>Parks &amp; Engineering</b>	0	0
<b>Police</b>	7	9
<b>Public Works</b>	12	6
<b>Wastewater</b>	3	2
<b>Water</b>	1	3
<b>Weekly Totals</b>	30	28

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:

- Thur. 8/13 - 218 North Jonathan Street - Lines down; vehicle struck pole in accident causing lines to come down. Service wires reattached to correct problem however, no damaged was found to the pole. Time Out: 20.0-21.5
- Sat/ 8/15 - 308 West Side Avenue - Lines down; wires were belong to Verizon. Time Out: 10.7-11.5
- Sun. 8/16 - 410 Key Circle - Total outage; triplex service was replaced to correct problem and restore power. Time Out: 16.5-18.2
- 306 West Wilson Boulevard - Secondary wires down. Time Out: 20.7-21.8
- Mon. 8/17 - Various locations - Street light patrol of downtown Hagerstown in preparation for the upcoming Augustoberfest activities. Time Out: 20.5-22.6
- Tues. 8/18 - In front of Lowe's building on Wesel Boulevard - Miss Utility locate; emergency locate for Columbia Gas Company to make repairs to a gas main break. Out facilities were found to be clear. Time Out: 19.0-20.0

**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.
- Line crews continue trimming trees in various residential locations.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
27	0	4	0

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

- Engineering staff completed multiple permit reviews and service upgrade requests.
- The Staff Engineer negotiated an extension of the electrical distribution transformer blanket contract per the agreement in last fiscal year's contract. This solidifies HLD's pricing based on the last fiscal year, and creates an atmosphere of cost savings and standard construction design for HLD's electrical distribution transformer units.
- The Staff Engineer responded to another metering request by ENERNOC who will be assisting Verizon with energy curtailment at their facility on Antietam Street.
- The Staff Engineer and Engineering staff prepared for switching HLD's 34.5kV sub-transmission lines to alternate feeds to facilitate maintenance work by Potomac Edison to repair some of their facilities. HLD will also be performing vegetation management along this line while it is de-energized for Potomac Edison's work.
- The Substation Technician prepared plans for switching load and de-energization of three of HLD's substation power transformer units. HLD and a contractor will be performing power factor testing on these units in the near future.

**Administration**

- The Roofing contractor has started with the replacement project at the 425 E Baltimore St facility. The replacement began on Friday, August 14 and progress is nearly 50% complete which encompasses approximately 30,000 square ft.

## WATER DIVISION

### Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
8/13/15	13.94		13.94
8/14/15	14.20		14.20
8/15/15	13.94		13.94
8/16/15	13.91		13.91
8/17/15	14.58		14.58
8/18/15	14.79		14.79
8/19/15	13.87		13.87
<b>Average</b>			<b>14.17</b>

### Water Production at R C Willson

- The Phase IV work continues with the conversion to Chloramines as the secondary disinfectant occurring on August 19<sup>th</sup>. Production and Distribution crews continue to work throughout the system to pull the Chloraminated water through the water distribution system and tanks. This work will continue through August 28<sup>th</sup>.
- *Operations*
  - Operators primarily worked on the final preparations for and start-up of the Chloramination system. Route preventative maintenance work was also completed.
- *Maintenance*
  - Maintenance staff worked on routine preventive maintenance and provided assistance with the start-up of the Chloramination system.
- *Instrumentation*
  - Instrumentation staff continues work with ABB on the new SCADA system. Staff also continues work in the Distribution system and Pump Stations.

### Water Production at Breichner

- The Edgemont Reservoir pool elevation is -6.5 feet below crest and the bypass valve and the hydrant are closed to allow for natural fluctuation of the pool elevation and seepage evaluation.

### Water Distribution

- Crews focused on the West Washington Street 12" main replacement project – the 12" main is installed and tied-in to the existing main. The main has been tested and disinfected and is ready for crews to begin transferring services from the temporary line to the new main. All work will be complete on or before August 27<sup>th</sup>.
- Crews also worked throughout the water distribution system on system flushing for the Chloramination conversion.

### Laboratory

- Collected distribution system samples for conversion to chloramines.
- Updated spreadsheet for monitoring for nitrification in our distribution system.
- Collected biweekly NH<sub>3</sub>/TKN on the Potomac River and Willson Plant.
- Researched property records at City Hall to find homes built between 1983 and 1988. These locations will be included in our upcoming full-scale monitoring for lead and copper.
- Instructed plant operators on how to use the DR-900 for measuring monochloramine and free ammonia.
- 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	-	-
Preliminary Plats	-	-
Final Plats	-	-
Building Permits	12	2

- Staff attended a Wellness Committee meeting at Human Resources.
- Staff attended a Eastern Boulevard Phase II Improvement at the YMCA

**WASTEWATER DIVISION**

**Wastewater Treatment Plant at Frederick Street**

<b>Date</b>	<b>Flow (mgd)</b>	<b>Rainfall (inches)</b>
Wednesday, Aug 12, 2015	6.08	0.00
Thursday, Aug 13, 2015	5.79	0.00
Friday, Aug 14, 2015	5.69	0.00
Saturday, Aug 15, 2015	5.48	0.00
Sunday, Aug 16, 2015	5.54	0.00
Monday, Aug 17, 2015	5.69	0.00
Tuesday, Aug 18, 2015	5.72	0.00
Weekly – Avg. Flow / Total Rainfall	5.71	0.00
Aug – Avg. Flow/Total Rainfall	5.82	0.17

**Miscellaneous**

- Making modifications to existing piping and wiring to accommodate new Polymer system.
- Isolated screw collector on the DAF unit; replaced the chain and temporarily repaired wall bearing till new parts come in.
- Re-excavated ditch outside Thickener building and prepared for utility water tie-ins.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

**Wastewater Collection**

**SSES Weekly Progress**

<b>Activity</b>	<b>Districts</b>	<b>L. F. main</b>	<b>Feet of lateral</b>	<b># inspected</b>
CCTV Inspections	4,18,20	1,214	378	19
Flushing	4,19,20	9,691		

**Collection System Maintenance Task**

- Began cleaning out old camera truck Unit #563, worked on PC and took to CMG for master cylinder replacement, scheduled to go to Rausch next week.
- Called out to locate low pressure line at El Ranchero on Wesel Boulevard.
- Located manholes 19002/19052 in high grass along Virginia Avenue and marked with steel posts.
- Downloaded flow meter data at MH 12148 and 02158.
- Pump Station #8 VFD's put online, pulled old contactors, breakers and wires from existing control box.

- Replaced grinder pump and discharge piping at 20002 Mt Aetna Rd, backfilled, top soiled and seeded. Breaker off in house; when homeowner returned home and reset breaker everything was working well.
- Cummins installed new control board and reprogrammed PLC at PS #26.
- Sewer call at 239 East Irvin Avenue; dirt and debris in cleanout.
- Removed blockage at Papa Court.
- Excavated lateral at 251 Frederick Street for investigation.
- Pump Station #6; general cleanup, removed broken and rusted barbed wire, adjusted gate.
- Pump Station #15; cleaned spouting and leaves.
- Pump Station #19 removed 4X4 gate post (loose and leaning), installed new 6X6 post and concreted in place. Reinstalled chain and lock on gate.
- Pump Station #26; wire wheeled rust spots on generator and applied primer, applied two coats of paint.

**Administration**

Wastewater Division – Customer Call Log Summary 2014/2015							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	1	1	1	0	0	1	4
YTD 2015	40	54	8	7	9	40	158

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

**Engineering**

- Staff attended a Wellness Committee meeting at Human Resources.
- Staff attended a pre-construction meeting at City Engineering for the proposed Stormwater Retrofit Facility at the Wastewater Division property (corner of Frederick Street and Bowman Avenue).

**Wastewater Laboratory**

- Analyzed water distribution samples for ammonia, nitrite, and orthophosphate.
- Prepared reagents for Lachat operation.
- Process and regulatory testing was routine for the week.

Respectfully submitted,



Valerie Means  
City Administrator