

City of Hagerstown, Maryland Status & Information Report No. 44 for 2015

November 6, 2015

To Mayor Gysberts and Members of the City Council:

UPCOMING MEETINGS

NOVEMBER 2015						
<i>For more information on City events, please visit our Calendar of Events on the City's website at http://www.hagerstownmd.org/calendar.aspx</i>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 Daylight Savings Time <i>(Set clocks back one hour)</i>	2	3 4pm Work Session	4	5	6	7
8	9	10 3pm Executive Session 4pm Work Session	11 HOLIDAY CITY OFFICES CLOSED 3pm Veterans Day Dedication of Blue Star Memorial @ Long Meadow Rotary Park	12 4pm Board of Traffic & Parking 4:30pm Historic District Commission Meeting	13	14
15	16	17 12pm Boards & Commissions Luncheon @ Academy Theater 3pm Executive Session 4pm Work Session	18 7pm Board of Zoning Appeals 7pm Planning Commission	19	20 7:30pm Public Square Tree Lighting 8pm Holly Fest @ MD Theatre	21
22	23	24 7pm Regular Session	25	26 HOLIDAY CITY OFFICES CLOSED	27 HOLIDAY CITY OFFICES CLOSED	28
29	30					

COMMUNITY & ECONOMIC DEVELOPMENT

- Engine Room Art Space:** Engine Room Art Space, located at 36 North Potomac Street, held a grand opening and ribbon cutting on Thursday, November 5 at 4:30 p.m. The gallery is supported by The Studios on NoPo resident artists and is a program of Main Street Hagerstown. The development of Engine Room Art Space was supported by community partners, including the Barbara Ingram School for the Arts Foundation and Citi. Emily Jones, who lives in The Studios on NoPo, serves as the Gallery Coordinator. The grand opening event also serves as an opening reception for an exhibition featuring The Studios on NoPo Cooperative, the artists who manage Engine Room Art Space. In addition to displaying their wide range of talent and styles, a collaborative painted piano and a video installation will also be included.
- Grand Openings:** Staff coordinated grand openings this week for the following businesses:

 - **Ovation Public Relations and Advertising.** A grand opening and ribbon cutting was held on Wednesday, November 4 at 4:30 p.m. for Ovation Public Relations and Advertising as the newest Main Street business to open an office in City Center at 36 South Potomac Street in Suite 201. The firm, which has additional locations in California and Washington, D.C., is led by CEO Tracie Hovey. Ovation PR specializes in designing and building an image for their clients, garnering national publicity, creating strategic advertising elements, and captivating audiences with marketing materials that make a statement.
 - **Walker House Bridge:** As part of the Ovation ribbon cutting, Bowman Development opened the new Walker House Bridge, which connects the A&E Parking Deck to the Lofts at Walker House. The bridge provides convenient access for all guests and employees at the Walker House offices. It is another example of the investment Mr. Don Bowman continues to make in the downtown.
 - **Mansion Chic:** The City welcomed Mansion Chic to its new location at 71 Eastern Boulevard North with a grand opening and ribbon cutting on Thursday, October 29, 2015 at 4:30 p.m. The owner is Ashley Little. Mansion Chic is an upscale antique and vintage boutique that offers unique furniture, décor, and gifts.
- Agriculture Workshop:** DCED staff attended an Agriculture Workshop held in Washington County on Monday, November 2 featuring U.S. Secretary of Agriculture Tom Vilsack and hosted by Congressman John K. Delaney. The event provided networking opportunities related to the City's goal to grow the City Farmers' Market.

FIRE

- Virginia Avenue Fire.** HFD A-shift, Command and FM staff and volunteer personnel turned out for an attic on fire at 416 Virginia Avenue. With the report at dispatch and confirmation of visible smoke from the office, Captain Daiello requested the Safety Assignment.

Thankfully no one was home at the time of the fire. The home was occupied by a mother and seven children with Dad proudly serving in Afghanistan. We can all take comfort in the fact that this incident could have had far more tragic outcomes.

Chief Lohr acknowledges the strong work of all personnel as they engage in dangerous work. Thank you all for your efforts.
- After-Fire-Neighbor Canvassing.** We will be in the area surrounding the Virginia Avenue fire on Friday, November 6, 2015, educating our citizens and ensuring the presence of working smoke detectors.

INFORMATION TECHNOLOGY & SUPPORT SERVICES

1. This Week's Headlines and Media Releases:

- Grand Opening: Discover Local Artists at Cooperative Gallery in City Center
- Department Changes Focus Efforts in Community & Economic Development, Planning, Code
- Community Input Sought for Police Chief Search
- City Center Offers Enhanced Free Wireless Service for Visitors
- Traffic Advisory: U.S. Route 40 Paving
- E-casts:
 - The Community's City Center Plan – Action Report
 - Grand Opening and Ribbon Cutting for Ovation Public Relations & Advertising
 - Grand Opening and Ribbon Cutting for Engine Room Art Space
 - Get Noticed! for Small Business Saturday
 - FREE SWAG for Small Business Saturday

2. Channel 25: Watch the City Newsroom at the top of every hour. This week's news stories include:

- Month in Review for October 2015
- Downtown Tour Highlighting Revitalization Efforts and Partnerships
- Partnership to Bring USMH Student Housing Downtown
- What's New in Hagerstown Promotion
- Small Business Saturday Promotion
- In production:
 - Public Information for Police Body-Worn Cameras

3. Websites:

- City Website:
 - About 11,000 users visited www.hagerstownmd.org for the week of October 26, 2015 – November 1, 2015.
 - Top entrances (first page users accessed on the website):
 - ▶ Home page 4,175 users
 - ▶ Calendar 2,307 users
 - ▶ Utility Billing page 490 users
 - ▶ Dog Costume Parade 212 users
 - Top Searches:
 - ▶ "trick or treat"
 - ▶ "mummers parade"
 - ▶ "halloween"

- ▶ "airport"
- engageHagerstown:
 - Current topics:
 - ▶ What three factors are most central to Hagerstown's heritage or identity?
 - ▶ What kinds of attributes, skills and experience should a new chief of police have?
 - ▶ Why do you get involved online? Why is a digital format beneficial for you?
 - ▶ What are our community's priorities for planning our city's future?

PARKS & ENGINEERING

1. **New Recreation Room.** We are in the process of transforming a space in the Grandstand at Fairgrounds Park into a recreation room. Right now our focus is on the exterior of the building – replacing some deteriorated block and window lintels. We will work on the interior this winter.
2. **Emerald Ash Borer.** Around the City Park Bandshell, our crews continue to remove some of the trees that were scheduled to come down due to the emerald ash borer.
3. **Park Circle.** Delineator posts have been added to the painted island near Key Street, and we are in the process of moving the YIELD sign for Walnut Street approach closer to the yield pavement markings. On Friday Dr. Byers is expected to sign the documents to transfer the unused portion of the right-of-way from the City to the Animal Hospital.
4. **Recreation News**
 - The 3rd Annual Howl-O-Ween Dog Costume Parade was a terrRUFFic time to be remembered at the Hagerstown Dog Park at Fairgrounds Park this past Saturday, October 31st. Eighty five (85) dogs and their owners registered for the event and lots of spectators attended!
 - Ghost Tours at the Hager House have concluded and staff is now preparing for German Christmas tours the first two weekends in December.
 - Staff is making preparations for the annual City Park Tree Lighting coming up on Friday, December 4th beginning at 6:15 pm.
 - Registrations are open online for The Turkey Cup Golf Tournament coming up on Friday, November 20th.
 - Staff has completed painting the caboose on top of the hill in front of the Museum. A new sign for the caboose will be developed to attract new visitors to the Museum.
5. **Engineering Division Items**

Traffic issues		
Description	Week of 10/30/15	Calendar Year-to-date
Traffic complaints received	1	131
Work Orders completed	0	93
Traffic counts completed	1	41
Construction Projects		
Description	Week of 10/30/15	Calendar Year-to-date
Projects advertised for bids	0	29
Projects under construction	7	
Projects completed	0	9

PLANNING & CODE ADMINISTRATION

1. **Zoning Certificates Issued:**
 - 520 Western Maryland Parkway – Peake ReLeaf – medical marijuana cultivation.
 - 1583 Potomac Avenue (Long Meadow Shopping Center) – Kevin L. Martin, t/a Country Craftsmen Outdoor Furniture – retail sales of outdoor furniture.
 - 313 East Wilson Boulevard, Suite 3 – McIntire HVAC & Electric, LLC – business office and materials storage for an HVAC contractor.
 - 326 Summit Avenue – Little E's Antiques – retail sales of antiques.
 - 851 Park Lane – Green Light Speed Shop & Customs – automotive repair.

2. **Historic District Commission:** The HDC will be considering the following items on November 12:
 - 34-36 South Potomac Street – TMG Studios/Tracy Carr – Sign.
 - 106-108 North Potomac Street – William Simmelink – Replacement Windows.
 - Workshop: 831 Oak Hill Avenue – Ernesto Aragon – Solar Panels.
 - Design Guidelines Review (continuation).

3. **Review of Future Land Use Plan:** City Planning Staff met with the Washington County Planning Commission on November 2 to discuss the City Comprehensive Plan's (*visionHagerstown 2035's*) land use recommendations in the Medium-Range Growth Area (MRGA). Most of the future land use recommendations are consistent with the County's 2012 Urban Growth Area rezoning. The Planning Commission was generally favorable to the proposed land use changes, as well as the proposed MRGA realignments.

4. **Weekly Activity Report:** October 26–30, 2015

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	7	Residential -	1	Commercial -	3	Other -	3	12
Electric	10	Residential -	6	Commercial -	4	Other -	0	9
Plumbing	10	Residential -	8	Commercial -	2	Other -	0	10
Mechanical	4	Residential -	2	Commercial -	1	Other -	1	4
Engineering Dept.	8							9
TOTAL	39		17		10		4	44
<u>Est. Value of Issued Building Permit Projects:</u>					<u>Fiscal Year Totals:</u>			
Residential				\$ 89,350.00				\$ 2,074,092.00
Commercial				\$ 581,000.00				\$ 4,757,589.00
Apartment				\$ 380,700.00				\$ 517,950.00
Sign				\$ 5,500.00				\$ 198,800.00
TOTAL				\$ 1,056,550.00				\$ 7,548,431.00

Projects of Interest

- Interior renovation to existing apartment building due to fire at 44-46 East Franklin Street - \$370,000
- Partial roof replacement at Washington County Museum of Fine Arts, 401 Museum Drive - \$240,000
- Construct new office partitions, counters, bathroom & kitchenette at Interstate Truck Equipment, 12821 Salem Avenue - \$200,000
- Demo walls for two bathrooms in lower level at 100 Summit Avenue - \$75,000
- Remove deck and build addition for dining and bathroom at 826 Woodland Way - \$60,000

RENTAL LICENSING PROGRAM YEAR EFFECTIVE JULY 1, 2015

	<u>PROPERTIES</u>	<u>UNITS</u>
Registrations received week of Oct. 26 – Oct. 30	7	15
New applications issued week of Oct. 26 – Oct. 30	1	1
Total 2015-2016 registered (includes changes since 5/1/15)	3,286	8,832
Percentage of total invoiced that have registered	97.8 %	98.1 %

Notes: The 2015-2016 rental license renewals for 9,002 units in 3,360 properties were printed and mailed on May 1, 2015. A third past due notice for those still not registered was mailed on September 17. A \$100 per structure late fee was added to those accounts still not in compliance.

PAYMENT

Weekly payment received	\$ 1,175
Weekly adjustment/credits	\$ 100

INSPECTIONS

<u>TYPE</u>	<u>NUMBER CONDUCTED</u>
Building	34
Electrical	33
Plumbing	14
Mechanical	7
Safety	35
Neighborhood Vitality	41
Quality of Life	5
Preventive Maintenance	6
Planning & Zoning	5

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.

POLICE DEPARTMENT

1. STATS

Calls for Service:	1,609	Field Interviews:	68
Arrests/Warrants Served:	23	Moving Violations:	28
Domestic Violence Calls:	17	Parking Violations:	165
DUI Arrests:	3	Safety Repair Orders:	7
Reports Filed:	158	Warnings:	90

2. REPORTS

- 10/30/15: Officer Young was dispatched to the VFW Post 1936 on East Washington Street for a report of a theft of a cell phone. The victim stated she was handing out Trick or Treat candy for the VFW. She placed her cell phone on a counter inside the building. The phone was there for an hour and when she returned for the phone it was gone. There are no suspects at this time.
- 10/31/15: Officer Lapp responded to East Franklin Street for a disturbance. Upon his arrival he came in contact with a highly intoxicated male. The male was advised to lower his voice since a large crowd was gathering across the street. The male became belligerent and refused to comply with the officer's request. He was taken into custody and transported to Washington County Detention Center.
- 11/02/15: Officer Mikash responded to Duvinage, LLC for a report of an attempted burglary. The owner of the business stated that someone attempted to remove a door from the hinges at the rear of the business to try to gain access. Fingerprints were collected for evidence. There is no additional information at this time.
- 11/03/15: Detective Ackerman responded to Meritus Medical Center to assist with a stabbing investigation. The incident involved a fight and subsequent stabbing that occurred on the 1000 block of West Washington Street. The victim stated that three black males entered his grandfather's store on West Washington Street and began making "smart" comments. The black males left the store and the victim followed them out when they slammed the victim to the ground. The males then fled the area but quickly returned with two older males and a female. A fight ensued and the victim was stabbed during this altercation. The investigation is continuing.

3. PRESS RELEASES

- On 10/31/15 at 10:03 am officers responded to BB&T Bank at 1326 Salem Avenue, for a report of an armed robbery. Upon arrival the suspects had fled the scene. Witnesses' stated two black males, both wearing all dark clothing, came into the bank and demanding money. The one black male is described as being approximately 6'-6'4". The other black male is described as being approximately 5'7". At least one of the males displayed a black handgun during the robbery. The suspects fled with an undisclosed amount of cash. No one was injured during the incident. A K-9 track was conducted but no suspects were located.

Anyone with any information is asked to call the Hagerstown City Police Department Criminal Investigation Division at 301-790-3700 x234 or report it to crimetip@hagerstownpd.org.

PUBLIC WORKS

PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	290	294
	University District Deck	469	471
	Downtown Parking Lots	469	467
Number of Patrons Using Decks	A & E Deck	1,733	1,992
	University District Deck	2,037	2,138
Sales of Discount Coupons		0	0
Number of Citations Issued	(Includes Warnings)	182	188
Number of Late Payment Notifications		55	31
Number of Cars Booted		0	0
Peak Occupancy (%)	A & E Deck	*77% (Sat @ 10 PM)	86% (Sun @ 6 PM)
	University District Deck	64% (Tue @ noon)	64% (Tue @ 2 PM)

*Mummers Parade

CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	1
Fire	5	1
Human Resources	0	0
Light	2	3
Parks & Engineering	2	0
Police	7	6
Public Works	7	5
Wastewater	1	3
Water	7	3
Weekly Totals	31	22

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.

¹AFTER-HOURS CALL OUT DATA

	Issues for October 2015	October	September
Street Issue			1
Parking System			1
Traffic Signal	Signals on flash	1	2
Traffic Signs			
Building Maintenance			
Fleet Maintenance			2
Weather Related			
Property Issues			
Misc.			
Total		1	6

¹After-hours call out data includes contact with Public Works typically by Washington County Emergency Management. The issues can vary from debris in the street (tree or tree limbs, glass, etc.), traffic signal operations (signal goes into flash operation), traffic signs (call outs are usually only for STOP or YIELD signs), parking system issues (gates at either deck malfunction, equipment malfunctions, etc) to fleet maintenance issues. The call outs reported here involve a supervisor being contacted about an issue after normal working hours. Field personnel may or may not be contacted depending upon the issue.

STREET SWEEPING DATA

Month 2015	Number of Miles of Streets Swept
January	358
February	266
March	664
April	1,787
May	1,067
June	1,233
July	1,040
August	680
September	966
October	1,347

Public Works typically operates two street sweepers everyday from Monday through Friday. Sweepers do not run on city designated holidays, heavy rain days, severe inclement weather (heavy rain, snow, etc.) or when temperatures are much below 32° F. Many streets in the core of the downtown are permanently posted for weekly cleaning. Streets outside of these areas are manually posted by staff on a regular basis.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Problem Areas. Recent call-outs included:

- Fri. 10/30 - 62 East Franklin Street- partial outage; customer's main breaker had tripped. Time Out: 17.4-18.3
- Area of Matric Court- Miss Utility locate for Columbia Gas to make repairs to a gas main break. Time Out: 20.7-21.6
- Tues. 11/3 - Western Maryland Hospital, 1500 Pennsylvania Avenue- disconnection of utilities for annual maintenance. Time Out: 18.7-20.0
- 226 Bryan Place- wire down; customer's service wires had pulled loose from residence. Time Out: 20.5-21.0
- Western Maryland Hospital, 1500 Pennsylvania Avenue- reconnection of utilities following completion of annual maintenance. Time Out: 22.0-23.5

Distribution: Recent activity included:

- Metering Staff received no high bill complaints this week.
- Line crews continue trimming trees in various residential locations.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
43	0	9	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 completed CSX Railroad crossing permits for HLD overhead facilities. This is an arduous process.
- Engineering Staff held the monthly safety meeting for HLD field employees.
- Engineering Staff prepared overhead hardware for installation by HLD lines crews to support HLD SCADA communications facilities.

WATER DIVISION

Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
10/29/15	12.49		12.49
10/30/15	11.99		11.99
10/31/15	11.71		11.71
11/01/15	11.83		11.83
11/02/15	12.15		12.15
11/03/15	12.25		12.25
11/04/15	12.36		12.36
Average			12.11

Water Production at R C Willson

- The Phase IV work is nearing completion – Substantial Completion will be October 9th with Final Completion on November 13, 2015. Staff continues to work with the general contractor and the SCADA contractor to complete the SCADA upgrade.
- Operations
 - Operations were routine this week with operators assisting with the SCADA filter cut-over work. Staff also assisted with routine preventative maintenance and facility maintenance. Staff also assisted AAM with the pull-tests on the new chemical tanks.
- Maintenance
 - Maintenance staff worked on routine preventive maintenance and continues to provide assistance with plant operations, as needed.
- Instrumentation
 - Instrumentation staff continues work with ABB on the new SCADA system.

Water Production at Breichner

- The Edgemont Reservoir pool elevation is -9.6 feet below crest and the bypass valve and the hydrant are closed to allow for natural fluctuation of the reservoir. Staff continues to work with Triad Engineering regarding the ongoing Study and seepage evaluation. Triad submitted the final draft of the Study – staff will schedule a time to meet with Triad over the next two weeks to discuss some minor amendments to the final report. The report includes cost estimates and a prioritized sequence for future work. Site evaluation is on-going to track and document seepage associated with recent precipitation and natural fluctuation of the reservoir.

Water Distribution

- Crews began the water main replacement on Diane Drive. Crews repaired leaks on W. Church Street, Mt. Tabor Road, and Green Castle Pike. The large meter testing program has been completed for this year – crews will begin repair work on several large meters.

Laboratory

- Collected distribution system samples.
- Updated spreadsheet for monitoring for nitrification in our distribution system.
- Distributed and collected Lead and Copper samples.
- Collected second set of LT2 samples for both the Potomac River and Edgemont Reservoir.
- Collected a composite sample for aluminum and TSS from R.C. Willson Lagoon discharge.
- Discussed the results of our distribution system monitoring for nitrification with MDE.
- 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
Preliminary Plats	-	-
Final Plats	-	-
Building Permits	7	2

- Staff attended a development review meeting at the County Planning Office.
- Staff met with a surveyor regarding water and wastewater service alternatives for a commercial redevelopment project.
- Staff met with a fire protection company representative to discuss upgrading a fire service for an existing commercial building.
- Staff met with consultant to discuss details of a water main easement modification.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, Oct 28, 2015	7.47	1.10
Thursday, Oct 29, 2015	7.44	0.00
Friday, Oct 30, 2015	6.30	0.00
Saturday, Oct 31, 2015	5.80	0.00
Sunday, Nov 1, 2015	6.09	0.02
Monday, Nov 2, 2015	5.79	0.00
Tuesday, Nov 3, 2015	6.18	0.00
Weekly – Avg. Flow / Total Rainfall	6.44	1.12
Oct – Avg. Flow/Total Rainfall	6.11	2.35
Nov - Avg. Flow/Total Rainfall	6.02	0.02

Miscellaneous

- Isolated DAF and tied-in new liquid Polymer system piping to existing system.
- Connected wiring and setup new level controller on Synagro's sludge storage tank so they can feed Ferric when 6M & 7M are running.
- Started installing pipes, pumps and other necessary equipment needed for the effluent bypass pumping operation to enable maintenance to clean sponges from pipes and walls of effluent chambers.
- Locate and excavate existing suction line to fermenter pumps so we can verify piping is intact and unobstructed.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	8	506'	455'	29
Flushing	8,22	1,482'		

Collection System Maintenance Task

- Made adjustments to operational levels on new control panel at Pump Station #2.
- Pulled interface at Pump Station # 18 for repair, confirmed operation.
- Grinder Pump for 2004 Boxwood; unit hitting high level before pumping down, replaced pump.
- Blockage call at 64 Elizabeth Street, problem on homeowner side.
- Downloaded flow meter data at MH 15122.
- Inspected Westwood following backup, found multiple issues with roots (removed), and bellies in line, camera became stuck in mainline, had to excavate and remove.
- Inspected Bethel Gardens, cut roots in manhole run 113 - 114.
- Cleaned wet well for A.R. & E., and invoiced.
- Backup at 1512 Howell Road, opened lateral; will TV.
- Worked on trouble spots throughout the system with Vector truck, 19 completed 6 more next week.
- Maintenance on unit #518.
- Exercised generators at Pump Stations 3,5,6,8,11,18,19,21,22,23, and 28.
- Collected New Gate Flow meter Data.
- Bench repair work on grinder pumps.
- Cleaned Drains for HLD; 8 hours.
- Exercised both 45 KVA generators at the Pole barn and Pump Station #7.
- Programmed genset clock at Pump Station #2, set for Wednesdays at 7:30 a.m. and picked up phase sensor.
- Winterized Pump Stations 4, 8 & 19.
- Muffin monster down at Pump Station #7; will pull Monday.
- Odor complaint at 681 Westwood, house involved in previous back up, odor appears to be cat urine, gave homeowner PH neutralizer they are going to steam clean their carpet and get back to us.
- Dropped enzyme bags at various lift stations to control FOG.
- Set up lane closure on West Franklin and Jonathan to replace frame and cover on MH 08018, also sealed interior of manhole.
- Serviced North Star 5KW generator that had stopped running, cleaned carburetor, and replaced fuel and air filters.
- Completed 19' X 9' full depth asphalt patch on Catawba St.

Administration

Wastewater Division – Customer Call Log Summary 2014/2015							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	1	0	2	0	0	0	3
YTD 2015	43	81	18	7	9	58	216

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

Engineering

- Staff attended a development review meeting at the County Planning Office.
- Staff met with a consultant to discuss details regarding a sewer easement expansion for a proposed lot.
- Staff met with Collections supervision on Murph and Henry Avenues sanitary sewer ownership and condition.
- Staff met with City, County and the County's Contractor in regards to the Robinwood Corridor project. This included establishing site restoration requirements and observing a proof roll on the PS#8 access road.
- Staff met with a consultant to discuss details of a sewer easement modification.

Wastewater Laboratory

- Analyzed sample for TSS from R.C. Willson Lagoon discharge.
- Analyzed drinking water samples for Nitrate, Nitrite, Ammonia, and Orthophosphate.
- Prepared reagents for Lachat operation.
- Process and regulatory testing was routine for the week.

Respectfully submitted,



Valerie Means
City Administrator