

City of Hagerstown, Maryland

Status & Information Report No. 23 for 2016

June 10, 2016

To Mayor Gysberts and Members of the City Council:

UPCOMING MEETINGS

JUNE 2016

** For additional information and a complete list of City events, please visit our Calendar of Events on the City's website at <http://www.hagerstownmd.org/calendar.aspx>*

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2 5pm Western MD Blues Fest @ University Plaza	3 5:30pm Western MD Blues Fest @ City Center Lot	4 12pm Western MD Blues Fest @ City Center Lot
5 12pm Western MD Blues Fest @ City Park Bandshell	6	7 4pm Work Session	8 4pm Planning Commission Meeting	9 4:30pm Historic District Commission Meeting	10 7pm Outdoor Movies at City Park	11 7am Community Yard Sale @ Fairgrounds Park Stables 8am Fishing Frenzy @ Pangborn Park
12	13	14 1pm Work Session 2pm 94 th Special Session 2:10pm Work Session (continued)	15	16	17	18
19 7:30pm Hagerstown Municipal Band Concert	20	21 7pm Regular Session	22	23 4:30pm Historic District Commission Meeting	24 7pm Outdoor Movies at City Park	25
26 7:30pm Hagerstown Municipal Band Concert	27 MML Convention in Ocean City	28 No M&C Meeting MML Convention in Ocean City	29 MML Convention in Ocean City 7pm Planning Commission Meeting	30		

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

1. **Main Street:** The Downtown Coordinator attended the Main Street Hagerstown monthly meeting on Tuesday. Three new volunteers attended. All Main Street work groups were represented and provided updates on their progress with topics related to volunteer recruitment, Second Saturday event planning, storefront beautification, and street cleanups.

2. **Business Milestone:** The City of Hagerstown honored Keller Stonebraker Insurance, Inc. on the occasion of their 115th anniversary on Thursday, June 9, 2016 at 12 p.m. Keller Stonebraker is located at 1120-C Professional Court.

3. **Events:**
 - **Wind Down Fridays:** Upcoming Wind Down Fridays include:
 - June 10th – Dad’s Night Out featuring Luscious Purr
 - July 15th – Bike Night: Speed it Up featuring River Knott
 - August 12th – Summer Lovin’ featuring Made in the 80’s
 - September 30th – Thunder in the Square featuring Staff Infection
 - October 21st – Freaky Friday featuring Slackwater 4

4. **Miss Maryland:** Miss Maryland and Miss Maryland's Outstanding Teen Pageants will be held in Hagerstown at The Maryland Theatre in June. Preliminaries will be held Wednesday–Friday, June 22–24, at 7:30 p.m. Saturday, June 25 will be the final evening of competition at 7 p.m. The Mayor's Luncheon will be held on Friday, June 24 at 12 p.m. at Bulls and Bears Restaurant.

INFORMATION TECHNOLOGY & SUPPORT SERVICES

COMMUNICATIONS

1. **This Week’s Headlines and Media Releases:**
 - Keller Stonebraker Celebrates 115 Years of Dedicated Service
 - Traffic Advisory: East Avenue Water Line Repair
 - Traffic Advisory: South Potomac Street & Antietam Street
 - E-casts:
 - City Park Outdoor Movies, Doll House Tours, Adult Sports and Swim Lessons!
 - The Merchant of Venice - June 17, 18, & 19

2. **Channel 25:** Watch the City Newsroom at the top of every hour. This week’s news stories include:
 - Police Body-Worn Cameras Public Information
 - Swim Lesson Promotion for Potterfield Pool
 - Birdwatching Promotion
 - Tommy 202 Promotion
 - Summer City Events Promotion
 - Korean War Memorial Feature

3. **Websites:**
 - City Website:
 - About 11,100 users visited www.hagerstownmd.org for the week of May 30 - June 5, 2016

- Top entrances (first page users accessed on the website):
 - ▶ Home page 3,953 users
 - ▶ Potterfield Pool page 557 users
 - ▶ Utility Billing page 504 users
 - ▶ Trash & Recycling Collection Schedule 260 users

- Top Searches:
 - ▶ "electrical permit"
 - ▶ "fireworks"
 - ▶ "county"
 - ▶ "golf courses"
 - ▶ "trash"

PARKS & ENGINEERING

ENGINEERING DIVISION

1. **State Highway.** Some items of note from our quarterly meeting with the State and County engineering staff:
 - ADA improvements throughout the City is out to bid. This includes dozens of new ramps and driveways on Route 40.
 - 'Civil War' and the 'scenic byway' signs will be delivered to the City this fall for installation.
 - The signals loops on Dual Highway damaged by paving were finally repaired last week.
 - The State is starting an access study of All Star Court area.
 - Yale Drive is 75% complete.
 - Tremendous amount of work occurring on I81 in the next months including the widening from WV to Route 11 at Williamsport is currently out to bid.
 - Southern Boulevard is scheduled to be bid out later this year by the County.

2. **Street Trees.** We completed an inspection of 500 trees that were planted last year by Aspen Landscaping. We found 68 dead trees and will meet with the contractor this week to schedule replacement at contractor's expense.

3. **Antietam Street at Walnut Street.** The handicap ramps have been completed and the APS pedestrian pushbutton lights are about finished. We are scheduling to complete the pavement markings and wrap up the project.

4. **Engineering**

Traffic issues		
Description	Week of 6/3/16	Year to date
Traffic complaints received	1	81
Work Orders completed	1	50
Traffic counts completed	2	23
Construction Projects		
Description	Week of 6/3/16	Year to date
Projects advertised for bids	0	9
Projects under construction	10	9
Projects completed	1	4

PARKS & RECREATION DIVISION

1. Recreation Updates

- **Dive-In Movie & Evening Swim.** Thursday, June 9th, at dusk. Start Summer with a splash at Potterfield Pool's Schools' Out Dive-In Movie! Movie to be shown is 'Spongebob, Sponge Out of Water!' Enjoy an evening swim and a poolside movie on a larger-than life inflatable movie screen beginning at dusk.
- **Outdoor Movies at City Park.** Friday, June 10th, at dusk. Join us for a free outdoor movie showing of 'Zootopia' in the City Park Band Shell! Bring a blanket or a lawn chair, or enjoy the Band Shell benches, and treat yourself to concessions and a fun evening under the stars! Movie begins shortly after dusk. Special thanks to our sponsor, Younger Toyota.
- **American Doll House Tours.** June 10, 11, 12 17, 18 & 19th. Tour times are Fridays and Saturdays, 10 a.m./ 12 p.m./ 2 p.m.;Sundays, 12 p.m./2 p.m. Discover what life was like for American boys and girls who lived in the Jonathan Hager house throughout the centuries. If your child has a favorite doll, bring it along for the tour! Following the tour, guests and their dolls will be treated to a picnic-like setting to enjoy refreshments and the opportunity to write with old fashion writing utensil. \$3 children/seniors, \$4 adults. Pre-registration required. www.hagerstownmd.org/americandollhousetours
- **Fishing Frenzy.** Saturday, June 11th, 8 a.m. registration; Fishing from 9 a.m. – 1 p.m. Thanks to MIHI, enjoy this free annual tradition at Pangborn Park! The Fishing Frenzy is open to children 12 and under, seniors 65 and above, and to those with disabilities. No license required, bring your own fishing poles and bait. On-site registration begins at 8 a.m.; fishing from 9 a.m. – 1 p.m. Special awards for catching: largest fish, smallest fish, largest trout, and largest five trout caught!
- **Community Yard Sale.** Saturday, June 11th, 7 a.m. The City of Hagerstown will be hosting a community yard sale in the stalls at Fairgrounds Park, at 521 North Cannon Avenue. Stalls are available for rent by calling 301-739-8577 x 169. Come enjoy a multitude of vendors and find new treasures for your home!
- **CPR, First Aid, and Babysitter Safety Courses.** Saturday, June 11th at 10 a.m. Students will receive training from an experienced, licensed emergency-response professional. Learn priceless critical life-saving skills such as how to respond to someone choking, when and how to administer CPR, First Aid, and essential safety and emergency practices. In partnership with Mid-Atlantic Emergency and Safety Consultants, LLC. Classes held at Antietam Fire Hall, 790 Potomac Avenue.
- **Geocaching in the Parks - Intro to Geocaching.** Sunday, June 12th at 1 p.m. Geocaching is a real-world, outdoor treasure hunting game using GPS-enabled devices. Participants navigate to a specific set of GPS coordinates and then attempt to find the geocache (container) hidden at that location. Come join us and learn about the hundreds and thousands of geocaches hidden all around you. Meets at various parks.

2. **Ice & Sports Complex.** To make the front door fully ADA accessible, we are working with the contractor to install automatic openers on the entrance doors to the building. Next week we will be working with the contractor to install new cooling towers on the exterior of the building.

3. **Pangborn Park.** We continue to repair some of the deteriorated stone work around the park (light poles, steps and retaining walls). The water fountain/garden area was vandalized with paint and graffiti. We power washed and replaced some wood. We also drained and cleaned the fountain.

4. **Funkhouser Park Residence.** Due to a water leak in the second floor bathroom, we had to remove the ceiling on the first floor to make repairs. As a result of water damage, we are now replacing the ceiling and bathroom floor.

PLANNING & CODE ADMINISTRATION

1. **Zoning Certificates Issued:**
 - 570 Northern Avenue – Auto Doctor – auto repair and maintenance.
 - 851 Park Lane – Byrd Auto Detailing – auto detailing business.

2. **Planning Commission:** The Planning Commission reviewed the following matters at its June 8 meeting:
 - 17996 Garland Groh Boulevard (Lot 6A) – Aschenbach II LLC – approved the final plat.
 - Approved a concept plan for stormwater management for a new Enterprise Rent-A-Car facility at 700 Dual Highway.
 - 700 East First Street – National Golden Tissue – workshop discussion regarding whether the Commission would be amenable to waiving requirements for parking lot lighting and installing sidewalk along East First Street, or a waiver to delay implementation for three to five years. The feedback from the Commission was uniformly unreceptive to these ideas because 1) if the use is permitted to occupy the site, the City is in a bad position to require the improvements in the future; and 2) it would set a bad precedent for other developers to make similar requests, which would damage the effectiveness of the Ordinance.
 - Land Management Code – 2016 Package of Amendments – recommended approval of the amendments to the Mayor and City Council.
 - Comprehensive Plan Update: Growth Management & Land Use Element – continued review of this element.

3. **Board of Zoning Appeals:** No appeals were received so the June 15 hearing was canceled.

4. **Weekly Activity Report: May 30 – June 3, 2016**

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	10	Residential -	9	Commercial -	1	Other -	0	7
Electric	17	Residential -	12	Commercial -	5	Other -	0	17
Plumbing	9	Residential -	4	Commercial -	4	Other -	1	8
Mechanical	2	Residential -	1	Commercial -	1	Other -	0	1
Engineering Dept.	8							2
TOTAL	46		26		11		1	35
<u>Est. Value of Issued Building Permit Projects:</u>					<u>Fiscal Year Totals:</u>			
Residential	\$ 25,933.00				\$ 4,010,186.00			
Commercial	\$ 520,000.00				\$ 24,960,651.00			
Apartment	\$ 0.00				\$ 1,167,533.00			
Sign	\$ 0.00				\$ 403,848.00			
TOTAL	\$ 545,933.00				\$ 30,542,218.00			
Projects of Interest								
- Kitchen renovations, structural framing for new HVAC at E Russell Hicks Middle School - \$500,000								
RENTAL LICENSING PROGRAM YEAR: JULY 1, 2015 – JUNE 30, 2016								
					<u>PROPERTIES</u>	<u>UNITS</u>		
Registrations received week of May 30 – June 3					122	400		
New applications issued week of May 30 – June 3					3	3		
Total 2016-2017 registered (includes changes since 5/1/16)					936	2,329		
Percentage of total invoiced that have registered					27.0 %	25.6 %		
Notes: The 2016-2017 rental license renewals for 9,102 units in 3,468 properties were printed and mailed on May 2, 2016.								

PAYMENT	
Weekly payment received	\$ 30,000
Weekly adjustment/credits	\$ 375
INSPECTIONS	
TYPE	NUMBER CONDUCTED
Building	22
Electrical	35
Plumbing	4
Mechanical	3
Safety	46
Neighborhood Vitality	73
Quality of Life	4
Preventive Maintenance	8
Planning & Zoning	2
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:	1,833	Field Interviews:	31
Arrests/Warrants Served:	16	Moving Violations:	42
Domestic Violence Calls:	28	Parking Violations:	195
DUI Arrests:	2	Safety Repair Orders:	3
Reports Filed:	169	Warnings:	87

2. **REPORTS**

06/02/16: Officer Biden responded to Thames Street for a reported theft. The victim advised that his wife's bicycle had been stolen from their garage. The bike is described as a woman's Trek Road Bicycle 15 Speed, white in color with gray lettering and mint and blue hand grips. It also had a Kevlar rear road tire and pedal cages. The bike is valued at \$850. The bicycle was entered into NCIC as stolen. There are no suspects.

06/03/16: Officer Goggin was dispatched to Summit Avenue for a burglary report. The victim stated while she was away from her residence, someone had broken in and stole jewelry and a Skywalker. She believed the suspect entered through the kitchen window. Officer Decker came to the scene to attempt to lift prints from the window sill. The victim stated she has a suspicion of who may have broken into the residence. No additional information is available.

06/04/16: Officer Vanderwall responded to Lynnehaven Drive for a malicious destruction of property. The victim stated that someone had keyed the driver's side of her vehicle. She advised she has no enemies and has no idea who would have done this. There are no suspects and were no witnesses.

06/05/16: Office Mikash was dispatched to West Washington Street for a report of an assault. The victim stated that she and her boyfriend were in a verbal argument when it turned physical. She was assaulted in the face and sustained a swollen lip. The boyfriend also claimed that he was assaulted by her as well. Both were charged with Assault 2nd Degree and False Imprisonment.

06/07/16: Officer StClair responded to North Locust Street in reference to a robbery in progress. The victim stated she had just arrived home from work when her ex-boyfriend wanted to speak to her about their relationship. When she asked him to leave he took money from her hand and fled north. The ex-boyfriend could not be located. The officer will be filing charges against him.

3. **OTHER NEWS/INFORMATION**

On June 8th, 2016, the Washington County Law Enforcement Torch Run took place at Fairgrounds Park. This Run benefits the Special Olympics and is the largest grass-roots fundraising campaign for this event. The Flame of Hope was escorted via motorcade led by Officer Charles Johnson on Hagerstown's Police Department's motorcycle, followed by Officer Ryan Wertz, Kenny Smith (Washington County Special Olympics Athlete), and John Follet (parent of a Washing County Athlete). Securing their safety, two Washington County Sherriff's Deputies followed along with a representative from Cumberland City Police Department, Frostburg State University, and Washington County S.W.A.T. Bearcat. The Flame of Hope began its escort at 1227 Washington Avenue and continued through downtown Hagerstown. Local businesses came out from their offices and shops to cheer and show their support.

The motorcade continued down West Washington Street and down Cleveland Avenue into the Fairgrounds' south parking lot where Washington County Athletes, Criminal Justice Students from Hagerstown Technical High School, Hagerstown Community College Police Academy cadets, Boonsboro Police Department, Smithsburg Police Department, Auxiliary Police, Washington County Forensics Unit, and a fire engine from Station 3 were waiting with family and friends to welcome the Flame of Hope. Following a brief dance routine, the Torch Run began with athletes leading the way around the course. No one finished first as every participant brought the torch through the final stages of the Run. Lunch was provided by Chic-fil-A and music was provided by *FIRE UP* DJ services.

Thank you to all who supported this Torch Run and especially to Officer Blackmire of the Hagerstown Police Department for helping to coordinate this event.

PUBLIC WORKS

PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	282	280
	University District Deck	274	274
	Downtown Parking Lots	558	554
Number of Patrons Using Decks	A & E Deck	1,787	1,821
	University District Deck	2,395	1,605
Sales of Discount Coupons		0	10
Number of Citations Issued	(Includes Warnings)	159	174
Number of Late Payment Notifications		29	59
Number of Cars Booted		0	0
Peak Occupancy (%)	A & E Deck	70% Thu @ 6 PM	77% Wed @ 2 PM
	University District Deck	83% Sat @ 6 PM	66% Wed @ Noon

CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	1	0
Fire	0	2
Human Resources	0	0
Light	2	6
Parks & Engineering	0	2
Police	9	13
Public Works	9	11
Wastewater	3	3
Water	4	5
Weekly Totals	28	42

¹AFTER-HOURS CALL OUT DATA

	Issues for May 2016	May	April
Street Issue	Tree, storm drain lid	2	3
Parking System	Ticket spitter malfunction	1	
Traffic Signal	Broken signal, signals on flash	2	1
Traffic Signs			
Building Maintenance			1
Fleet Maintenance	Fire truck repair	1	1
Weather Related			
Property Issues			
Misc.			
Total		6	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.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Problem Areas. Recent call-outs included:

- Thur. 6/2 - 714 Forest Street- partial outage; tree trimmers dropped a branch onto the service. Time Out: 19.5 - 21.0
- Fri. 6/3 - Summit Avenue and West Baltimore Street- pole damaged; vehicle struck streetlight pole in accident. The street light was temporarily removed until replacement was completed the following business day. Time Out: 4.7-6.0
- Sun. - Vale Street and Jefferson Street- total outage; bird caused transformer fuse to operate. Time Out: 9.2-10.0
- Various locations- lines down, tree on wires, arcing wires, blown fuses, etc; Line crews made several repairs to services following severe thunderstorms that passed through HLD territory. Time Out: 15.0-18.0
- 823 Guilford Avenue- lines down; large tree branch pulled the service down. Time Out: 18.7-19.7

- Mon. 6/6 - 1201 Maryland Avenue- partial outage; bird caused transformer fuse to operate. Time Out: 5.5-6.5
- Tues. 6/7 - Rear, 72 Winter Street- A large tree branch fell across the primary power lines.
- 522 East Franklin Street- line down; wires were found to belong to Verizon Phone Company. Time Out: 17.4-17.9
- Rear, 302 South Mulberry Street- lines arcing; tree limbs were removed from the service. Time Out: 19.9-21.4
- Wed. 6/8 - 1201 Pennsylvania Avenue- total outage; vehicle struck utility pole causing a transformer fuse to operate. Time Out: 1.6-2.7

Distribution: Recent activity included:

- Metering Staff received no high bill complaints this week.
- Crews continue feeder inspections for Zayre's substation.
- Line Department has resumed our project to replaced outdated underground facilities that have since reached the expected life span.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
34	0	5	2

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.
- Engineering staff prepared, released, reviewed, and awarded bids for HLD stock materials.
- The Staff Engineer applied for multiple working permits with CSX and Norfolk Southern for various HLD distribution and communication projects.
- The Staff Engineer reviewed multiple Site Plans for proposed projects.
- Engineering staff applied herbicide to multiple rights-of-way along and under HLD electric facilities.
- The Staff Engineer completed electrical construction designs for multiple projects and reviewed them with the Distribution Superintendent.
- The Staff Engineer prepared invoices for recovery of incurred costs repairing HLD facilities due to negligence and vehicle accidents.

Administration:

- The Hagerstown Light Department would like to welcome Peggy McPherson to the team. Peggy's experience and knowledge will be a positive addition to our operations.
- Staff is reviewing the preliminary price points provided by twelve energy providers for our wholesale purchase power.

WATER DIVISION

Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
06/02/16	11.91		11.91
06/03/16	11.63		11.63
06/04/16	11.42		11.42
06/05/16	11.17		11.17
06/06/16	11.76		11.76
06/07/16	11.71		11.71
06/08/16	11.46		11.46
Average			11.58

Water Production at R C Willson

- Staff continues to work with Hazen and Sawyer on the Tank Mixing and Traveling Screen Replacement Project. The wash-water appears to be leaking around the ring-wall and, as such, staff is working with a tank inspection company to coordinate an inspection/evaluation of tank finish and steel integrity.
- Operations: Operations were routine this week - staff worked on facility maintenance and routine preventative maintenance.
- Maintenance: Staff worked on routine plant maintenance and preventative maintenance on equipment.
- Instrumentation: Staff continues working with the West End Tank painting contractor. Staff working on the SCADA for the Orchard Hills and Mack tanks in preparation of the scheduled tank painting. Crews are also draining the Showalter Tank for semi-annual water quality maintenance.

Water Production at Breichner/Edgemont Reservoir

- The Edgemont Reservoir water level is 10.9 feet. The 24" sluice gate is now open 45 turns per guidance provided by MDE and Engineering staff. Site evaluation is on-going to track and document seepage. Staff continues to work with MDE to refine the day to day operations of the Reservoir. Staff has reviewed the engineering proposal from the engineering team (Hazen & Sawyer and Triad).

Water Distribution

- Distribution crews are working throughout the system performing customer service work as needed. Crews continue installing and testing meters throughout our system. Work continues on the main replacement project on E. Antietam Street. Crews will begin working on the water main replacement on Frederick Street the week of June 13th - this work is being done in advance of the scheduled road improvement work. Crews will begin installing new services in Westfield estates.

Laboratory

- Collected Distribution System samples for monitoring for nitrification.
- Distributed Lead and Copper sample kits.
- Distributed CCRs to consecutive systems.
- Completed annual SOC's report.
- Completed 2nd quarter DBP report.
- Completed monthly bacteriological report.
- Collected 9th round of source water samples for LT2.
- 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	1	2
Final Plats	-	-
Building Permits	26	2

- Staff attended a development review meeting the County Planning Office.
- Staff met with representatives of Code Enforcement and an architect to discuss resolution of the ramp/vault conflict at 100 north Potomac Street.
- Staff attended a Plan Review Committee Meeting at City Planning.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, June 1 2016	6.90	0.00
Thursday, June 2, 2016	6.95	0.09
Friday, June 3, 2016	6.90	0.04
Saturday, June 4, 2016	6.48	0.00
Sunday, June 5, 2016	7.06	0.74
Monday, June 6, 2016	6.92	0.00
Tuesday, June 7, 2016	6.69	0.04
Weekly – Avg. Flow / Total Rainfall	6.84	0.91
June - Avg. Flow/Total Rainfall	6.84	0.91

- Continued replacing piping on Hypochlorite Bulk Storage Tank.
- Made repairs/upgrades to issues found during monthly inspection.
- Cleaned Polymer system.
- Removed pump motor from air scrubber for sludge holding tank and took to AR&E for repairs.
- Routine maintenance (MP2 Program) and Corrective Work orders.
- Contractor's onsite:
 - Optimum Controls Corporation – Systems Integrator.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	17	0	20	1
Flushing	4	4,279'		

Collection System Maintenance Task

- Blockage at 104 Wilson Boulevard (Cleaned Main).
- Blockage at 117 North Mont Valla Avenue (Cleaned main and inspected, clear to porch).
- Grinder Pump Call for 11131 Mahogany Drive; replaced pump.
- Odor complaint at Martins shopping center on dual highway, problem with private lift station.
- General cleanup around pump stations for trash, weeds, etc.
- Cleaned all trouble spots throughout collection system.
- Pump Station #8; reprogrammed PLC to include VFD faults.
- Pump Station #22; installed deflector on influent piping to reduce pump cavitation.
- Dropped bags of product to control FOG at various lift stations.
- Exercised generators at various lift stations.
- Collected Newgate flow data.
- Downloaded flow meter data at MH's 15122 and 36001.
- Unit 518; picked up from Rausch (new seals and transporter connections for camera unit).
- Manhole 17001; fixed minor leak and grouted the bottom 6' of manhole.
- Manhole 22064; grouted interior surfaces.
- Located missing manholes 07131 (Fairgrounds), 09006 (Hager Park), and installed risers and conversions on both.
- Surveyed manholes in District 9 for conversion replacement.

Administration

Wastewater Division – Customer Call Log Summary 2015/2016							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	1	0	1	0	0	0	2
YTD 2016	29	27	5	0	1	55	119

* 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 residential owner to discuss placement of a shed relative to an existing sewer main easement.
- Staff attended a Plan Review Committee meeting at City Planning.
- Staff met with an industrial company owner and a City Planning representative regarding business expansion relative to easements required for existing sewer mains.

Wastewater Laboratory

- Analyzed Water Distribution System samples for NO₃/NO₃, OP, and NH₃.
- Prepared reagents for Lachat operation.
- Process and regulatory testing was routine for the week.



Respectfully submitted,

A handwritten signature in blue ink that reads "Valerie A Means".

Valerie Means
City Administrator