

City of Hagerstown, Maryland Status & Information Report No. 12 for 2016

March 24, 2016

To Mayor Gysberts and Members of the City Council:

UPCOMING MEETINGS

MARCH 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 7am State of the City @ Hager Hall 3:30pm Executive Session 4pm Special Session & Work Session 6:30pm State of the City @ Library	2	3	4	5
6	7	8 3:30pm Executive Session 4pm Work Session	9 4pm Planning Commission Meeting	10 4:30pm Historic District Commission Meeting	11	12 8am St. Patrick's Day Run Fest (Downtown Hagerstown)
13	14	15 4pm Work Session	16 7pm Board of Zoning Appeals Meeting	17	18	19
20	21	22 7pm Regular Session	23	24 4:30pm Historic District Commission Meeting	25 HOLIDAY CITY OFFICES CLOSED	26
27	28	29 No Meeting	30 7pm Planning Commission Meeting	31		

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

1. **Main Street Program:** Department of Community and Economic Development Director Jill Frick attended the Quarterly Meeting of Main Street Maryland on Tuesday. The meeting was held in Sykesville, MD and included a downtown tour, information sharing among Main Street Maryland communities, and updates from State Main Street Maryland staff.
2. **Department of Commerce:** DCED Director Jill Frick attended a quarterly meeting with the State Commerce Department and Washington County. Five team members from the Department of Commerce visited Hagerstown for the meeting lead by Steven Pennington, the Managing Director of the Department of Business and Industry Sector Development. The purpose of these quarterly meetings is for the State, County and City to communicate regularly on business retention, expansion and attraction opportunities.

3. **Farmers Market:** Updates include:
 - Gaela Shoop, Community Event Coordinator, attended an event hosted by the Washington County Agricultural Business Development Office on Monday at the Ag Center. The focus was to engage local farmers and producers searching for new or additional market opportunities. Staff talked with three potential vendors and provided application packets for the City's Farmers Market.
 - A new restaurant style vendor will begin at market the first weekend in April. The taste focus will be traditional soul food.
4. **Engine Room Art Space Updates:** Activity includes:
 - This past month, Engine Room lent their gallery space to the senior class of Barbara Ingram School for the Arts to display their visual artwork from the past four years. The opening reception for this exhibit brought a record number of visitors to Engine Room.
 - Engine Room is announcing a call to artists for artwork of any medium, subject matter or skill level to be a part of "All on the Wall 2" – opening April 2nd. Deadline for submission is March 31st and there is no submission fee.
 - The opening reception for "All on the Wall 2" will occur April 2nd from 6 – 9 pm and will feature a live performance by the newly formed local band, ReLat Blooms.

"The group is called ReLat Blooms. This is a newly formed group to explore different shades and colors of improvisational music. The band members consist of Matt Lewis on bass, Ken Bussey playing guitar and Bassell Franks blowing the flugelhorn. This trio has an innate flexibility which allows them to experiment within different musical influences i.e Jazz, Latin, Classical, Blues, R&B etc... in order to create uncharted soundscapes." -Bassell Franks
 - Engine Room Art Space recently announced its exhibition programming for the rest of 2016 which can be found on their website. www.engine roomartspace.com

FIRE DEPARTMENT

1. **125 East Baltimore Street Building Fire:** The Hagerstown Fire Department responded to a two-alarm building fire Tuesday, March 22 at 7 p.m. Firefighters worked in very difficult smoke and fire conditions to bring the fire under control and were on the scene through the night into Wednesday morning. The residents that occupied apartments on the second floor of the building were able to safely escape with no injuries. Hagerstown City Fire Marshal's investigated and inspected the building Wednesday to find the origin and cause of the fire.

An after-the-fire-neighborhood visit will follow to educate the community on the importance of fire safety.

INFORMATION TECHNOLOGY & SUPPORT SERVICES

1. **This Week's Headlines and Media Releases**
 - Winter-Like Forecast Amends German Easter Festivities
 - Caribbean Cuisine Caterers Open City Center Restaurant
 - Traffic Advisory: North Burhans Boulevard
 - Traffic Advisory: Franklin and Washington Streets
 - E-casts:
 - Hub City 100 Miler Week 12

2. **Channel 25:**

- Watch the City Newsroom at the top of every hour. This week's news stories include:
 - State of the City: Report on 2015 Accomplishments
 - Month in Review for February 2016
 - Special broadcast: State of the City Community Presentation
 - ▶ Monday and Wednesday at 7:00 p.m., Sunday at noon
- In production:
 - Police Body-Worn Cameras Public Information video

3. **Websites:**

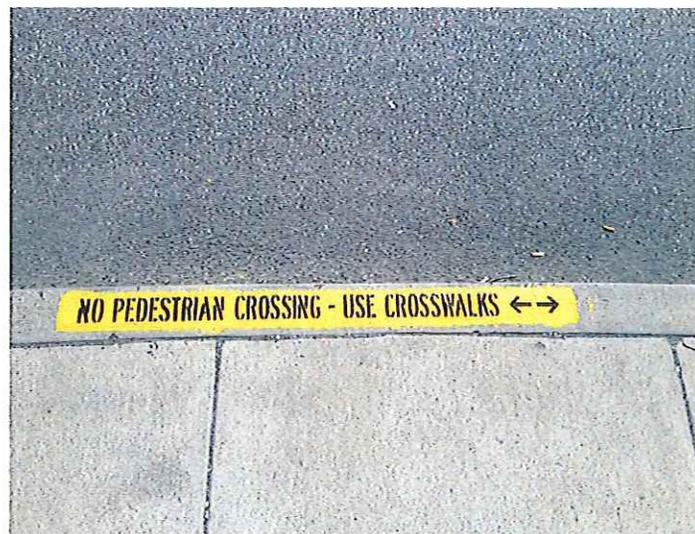
- City Website:
 - About 9,200 users visited www.hagerstownmd.org for the week of March 14-20, 2016
 - Top entrances (first page users accessed on the website):
 - ▶ Home page 3,571 users
 - ▶ Utility Billing page 412 users
 - ▶ Jobs page 334 users
 - Top Searches:
 - ▶ "restaurant"
 - ▶ "bulk trash"
 - ▶ "city park"
 - ▶ "population"

PARKS & ENGINEERING

ENGINEERING DIVISION

1. **City Park Lake Dredging.** Staff met with the design team on the lake dredging project and reviewed their progress to date. Here are some important takeaways from the meeting:
- The underwater surveys are complete and the deepest point of the lake is 40" near the main spillway at Key Street. The vast majority of the lake is 18" to 30" deep.
 - The consultant compared the silt elevations to a 1974 record drawing of the lake bottom. What they found is between 1974 and 2016, 6800 cubic yards of sediment has been deposited in the lake, an average over 42 years of **only** 162 cubic yards a year. Some parts of the lake have over 18 inches of new sediment but most of the lake has less than 6 inches of new sediment since 1974.
 - The consultants clearly found the hard soil bottom of the lake. They believe the lake may have been up to 6-foot deep when it was built in the early 1900's.
 - A \$1,000,000 construction budget appears to be a good target. That will result in around 18,000 cubic yards of sediment being removed which is about **half** of the total sediment load in the lake but enough to obtain a 5 foot depth in the center of the lake while maintaining a shallow safety bench around the perimeter of the lake. With a deposition rate of only 162 cubic yards per year means the dredging project should last for decades.

- We will wet-dredge the lake. The water will stay in and we will float an excavator on the lake. The slurry-like silt will be trucked off-site in sealed trucks and we will minimize the impact to the Park.
 - We visited with staff at the Washington County landfill and they have verbally agreed to accept the 18,000 cubic yards of soil at no cost to the City. They will dry the material and use it as cover or as badly needed topsoil.
 - Finally, we are applying for permits but *we hope* to have construction occur from November 1, 2016 to March 1 2017. If we can't make that, we will postpone one year as the environmental agencies will not permit us to work in the water after March 1.
2. **Tourist Attraction Corridor.** We received the final sign layout from State Highway and are sending this to the affected facilities for review before asking Mayor & Council for final approval.
 3. **Burhans at George Street.** We applied the stencils on Burhans Boulevard at George Street and Flyers will be distributed this week. Public Works has installed the signs and we have sent the drawing to Alpha to improve the crosswalk lines.



4. **Engineering**

Traffic issues		
Description	Week of 3/18/16	Year to date
Traffic complaints received	3	37
Work Orders completed	3	23
Traffic counts completed	1	8
Construction Projects		
Description	Week of 3/18/16	Year to date
Projects advertised for bids	1	5
Projects under construction	4	
Projects completed	0	2

PLANNING & CODE ADMINISTRATION

1. **Zoning Certificates Issued**
 - 1583 Potomac Avenue (Pennsylvania Dutch Market) – Olde Time Candy – retail sales of candy.
 - 33 East Washington Street – Farah’s Boutique – retail clothing store.

2. **New Development Cases**
 - 250 Eastern Boulevard, North – David Lyles/JBD, LLC – site plan for pad-ready grass site (property is currently in the process of being annexed).

3. **Planning Commission:** The Planning Commission will be considering the following matters on March 30:
 - Hagerstown Cultural Trail – final plat.
 - Hagerstown Cultural Trail – site plan.
 - Preliminary Consultation: 400 Jonathan Street – Local Conversion District Overlay Request.
 - Land Management Code – continuation of discussion on the 2016 package of amendments.

4. **Weekly Activity Report:** March 14–18, 2016

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	7	Residential -	4	Commercial -	0	Other -	3	2
Electric	19	Residential -	15	Commercial -	4	Other -	0	19
Plumbing	16	Residential -	14	Commercial -	2	Other -	0	16
Mechanical	7	Residential -	5	Commercial -	2	Other -	0	7
Engineering Dept.	7							5
TOTAL	56		38		8		3	49

<u>Est. Value of Issued Building Permit Projects:</u>		<u>Fiscal Year Totals:</u>
Residential	\$ 8,000.00	\$ 2,969,772.00
Commercial	\$ 0.00	\$ 9,533,920.00
Apartment	\$ 0.00	\$ 521,650.00
Sign	\$ 0.00	\$ 348,980.00
TOTAL	\$ 8,000.00	\$ 13,374,322.00

RENTAL LICENSING PROGRAM YEAR: JULY 1, 2015 – JUNE 30, 2016		
	<u>PROPERTIES</u>	<u>UNITS</u>
Registrations received week of Mar. 14 – Mar. 18	1	1
New applications issued week of Mar. 14 – Mar. 18	0	0
Total 2015-2016 registered (includes changes since 5/1/15)	3,392	9,043
Percentage of total invoiced that have registered	99.9 %	99.9 %

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

<u>PAYMENT</u>	
Weekly payment received	\$ 75
Weekly adjustment/credits	\$ 0

INSPECTIONS	
<u>TYPE</u>	<u>NUMBER CONDUCTED</u>
Building	21
Electrical	28
Plumbing	17
Mechanical	7
Safety	36
Neighborhood Vitality	37
Quality of Life	15
Preventive Maintenance	23
Planning & Zoning	15

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:	1,569	Field Interviews:	52
Arrests/Warrants Served:	29	Moving Violations:	26
Domestic Violence Calls:	20	Parking Violations:	214
DUI Arrests:	1	Safety Repair Orders:	4
Reports Filed:	160	Warnings:	95

2. REPORTS

- **03/17/216:** Officer Lapp was dispatched to West Washington Street for a burglary report. The victim stated that three males broke into his residence and demanded all his money. The suspects took money from the victim's pocket and also took his cell phone. The victim called for help and two neighbors responded to his aid. The suspects were wearing all black clothing and masks. This case has been forwarded to the Criminal Investigation Division for further investigation.
- **03/18/16:** Officer R. Dean responded to Noland Drive for the report of a scooter theft. The victim advised he had just purchased the scooter in February and placed an Oakland Raiders sticker on the front of the scooter. Sometime during the night, the scooter was removed from his yard. There are no witnesses and no suspects at this time.
- **03/19/16:** Officers T. Helman and Eichelberger were dispatched to Vale Street for a disturbance. The disorderly individual stated the disturbance began because a resident on Vale Street owed him money. When no money was received he began to yell and scream causing neighbors to come to their doors to see what was happening. The officers requested he lower his voice and remove himself from the area. He did not comply. He was arrested and charged with Disorderly Conduct and Fail to Obey a Lawful Order.
- **03/20/16:** Officer Young responded to Jonathan Street for a drug overdose. The female was breathing, but not coherent. The friends and family present would not provide any information. The victim was transported to Meritus Medical Center for treatment. No further information is available.
- **03/22/16:** Officers of the Hagerstown Police Department responded to Wareham Place for a report of shots fired. The caller stated he was walking on Summit Avenue when he heard approximately five gunshots coming from the alley ways. The officers were able to locate eight spent shell casings. At this time the only suspect information available is two black males wearing dark clothing.

3. **PRESS RELEASES**

- On 03/22/16 the Maryland State Police Apprehension Team and the U.S. Marshall Warrant Task Force located and executed a warrant on 46 year old Demetrius Wright of 310 North Jonathan Street. Wright was located on the corner of West 40th Street and 8th Avenue in Manhattan, New York. Wright was wanted in connection to the August 20, 2015 murder of Antonio Leon Mooney.

Wright was taken into custody without incident and is charged with the following: 1st and 2nd Degree Murder, 1st and 2nd Degree Assault, Firearm Use of a Felony, Handgun on Person and Firearm Possession with Felony Conviction.

PUBLIC WORKS

PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	307	296
	University District Deck	463	463
	Downtown Parking Lots	527	526
Number of Patrons Using Decks	A & E Deck	1,820	1,997
	University District Deck	1,668	2,381
Sales of Discount Coupons		0	0
Number of Citations Issued	(Includes Warnings)	206	176
Number of Late Payment Notifications		26	13
Number of Cars Booted		0	0
Peak Occupancy (%)	A & E Deck	87% *Sat @ 10 PM	83% Thu @ 2 PM & Sat @ 2 PM
	University District Deck	51% Wed 2 PM Thu Noon – 2 PM	73% Tue @ Noon

*MSO concert

CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	2	0
Fire	2	5
Human Resources	0	0
Light	1	1
Parks & Engineering	2	0
Police	11	11
Public Works	1	1
Wastewater	5	1
Water	12	1
Weekly Totals	36	20

UTILITIES DEPARTMENT

ELECTRIC DIVISION

1. **Distribution:** Recent activity included:
 - Crews continue feeder inspections for Zayre's substation and have started correcting issues found, such as rotten poles, broken down guys, etc.
 - Crews continue to replace outdated underground facilities that have since reached the expected life span.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
17	0	4	2

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.
 - The Staff Engineer reviewed proposed pole attachment applications from LUMOS networks and drafted agreements permitting the attachments.
 - Engineering Staff received new high voltage sleeves for HLD Lineworkers. These sleeves are made from a new rubber technology offering the same protection but much more flexibility, comfort, and ergonomic abilities.
3. **Administration**
- The 2016 fuel adjustment public hearing has taken place in Baltimore at the Maryland Public Service Commission. Staff was in attendance as witness to the just and reasonableness of our Purchas Power Adjustment (PPA) and Actual Cost Adjustment (ACA) calculation methodology.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, March 16, 2016	8.73	0.00
Thursday, March 17, 2016	8.69	0.00
Friday, March 18, 2016	8.26	0.00
Saturday, March 19, 2016	7.88	0.29
Sunday, March 20, 2016	7.53	0.01
Monday, March 21, 2016	7.50	0.00
Tuesday, March 22, 2016	7.48	0.00
Weekly – Avg. Flow / Total Rainfall	8.01	0.30
Mar - Avg. Flow/Total Rainfall	8.53	1.70

- Demo #2 pressurization pump and concrete base at DAF.
- Installed conduit and wiring for new #2 pressurization pump at DAF.
- Started up #2 Nitrified Recycle pump and put in operation.
- Removed broken airlift from Cell 6 Module 7 and replace with new unit.
- Installed new signal wiring to ferric pumps so they can be integrated and controlled from our SCADA system.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	1,22	0	65'	3
Flushing	1,7,10,21	10,329'		

Collection System Maintenance Task

- Broken service lateral at 118 Pangborn Boulevard, repaired.
- Grinder Pump call from 11314 Eastwood Drive, broken discharge, also removed clogged check, installed 1-1/2" SOV.
- Grinder Pump call from 11238 Eastwood Drive, replaced grinder, met electrician to correct owner issue.
- Sewer back up call from 220 West 1st Street, problem on private side.
- Sewer back up call from 601 Washington Avenue, problem on the private side.
- Sewer back up call from 1134 Outer Drive, problem on the private side.
- Installed new flow meter at Pump Station #28.
- Grinder Pump bench work at shop, also made up new pig tails.
- Pump Station #1; cleaned pump #2, gave proper sewer usage letter to 433/435 Burhans blvd.
- Chlorinated Pump Stations #2, #15, #18 and #23.
- 13120 PA Ave; inspected lateral; problem on the private side.
- 905 Beechwood; inspected lateral, problem on the private side.
- 256 S. Potomac; inspected lateral, problem on the private side.
- Manhole #20001; repaired leaks and parged, observed significant infiltration during high flows two weeks earlier.
- Pump Stations #5 and #8; removed old doors and frames and replaced with new, also set new slide gate post at #8.

Administration

Wastewater Division – Customer Call Log Summary 2015/2016							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	3	0	1	0	0	2	17
YTD 2016	19	18	3	0	1	29	70

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

Engineering

- Staff attended a Pre-Construction meeting at City Hall for the Cultural Trail project.
- Staff attended a Wellness Committee Meeting at Human Resources.

Wastewater Laboratory

- Analyzed TSS sample from Lagoon discharge.
- Analyzed NH3 and TKN samples from Potomac River and R.C. Willson WTP.
- 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>
03/17/16	11.80		11.80
03/18/16	11.65		11.65
03/19/16	11.40		11.40
03/20/16	11.22		11.22
03/21/16	11.68		11.68
03/22/16	11.77		11.77
03/23/16	11.53		11.53
<i>Average</i>			<i>11.57</i>

Water Production at R C Willson

- Staff met with Hazen and Sawyer to go over start-up operations for water system management (flushing, sampling, etc.).
- Operations
 - Operations were routine this week - staff worked on facility maintenance and routine preventative maintenance.
- Maintenance
 - Maintenance staff worked on routine preventive maintenance and continues to provide assistance with plant operations, as needed. Staff also worked on the upgrades to the caustic feed and carbon feed systems.
- Instrumentation
 - Staff worked on the improvements to the Caustic Feed System and the installation of the new scales for the Chlorine feed system at the Willson Plant.

Water Production at Breichner/Edgemont Reservoir

- The Edgemont Reservoir is currently -13.4 feet below full pool elevation. The 24" sluice gate is open 45 turns per guidance provided by MDE and Engineering staff. The hydrant remains closed. 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 is also working with Triad Engineering and Hazen and Sawyer Environmental Engineers to begin drafting a Scope of Services for required repairs and a "dry reservoir" Standard Operating Procedure.

Water Distribution

- Distribution crews are working throughout the system performing customer service work as needed. Crews are installing new meters, testing meters, and reading fire line meters throughout the water system service area. Crews completed work on Cannon Avenue and are preparing to start the main replacement project on E. Antietam Street.

Laboratory

- Contacted LT2 contract lab to make them aware of the Edgemont supply being off-line.
- Collected a composite sample from the Willson Lagoon discharge.
- Re-sampled 5 of 8 HAA5 sample sites due to a laboratory interference within the sample.
- 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	-	2
Final Plats	-	1
Building Permits	10	7

- Staff attended a Pre-construction Meeting for the Cultural Trail project.
- Staff attended a Wellness Committee meeting at Human Resources.
- Staff met with a commercial building owner regarding a proposed water service upgrade for fire protection.



Respectfully submitted,

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

Valerie Means
City Administrator